

Gallup BID Board Meeting, June 17, 2021, 3 PM

Minutes

Call to order - 3:03 pm

Attendance – Roll call: Present: A. Biava, A. Baca, M. Menapace, L. Bonaguidi, M. Ustick, JM DeYoung. Excused absence: S. Gurley, J. Rich.

Motion to Approve Agenda: L. Bonaguidi; 2nd: M. Menapace. Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi – yes. Approved.

Motion to Approve Minutes from May 20, 2021 regular monthly meeting: A. Baca, 2nd: M. Menapace. Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi – yes. Approved.

Motion to Approve Monthly Financial Report: M. Menapace, 2nd: A. Baca. Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi – yes. Approved.

Motion to Approve Minutes from June 11, 2021 special meeting to approve downtown security patrol agreement with Red Rock Security: A. Baca, 2nd: L. Bonaguidi. Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi – yes. Approved.

Guest: John Wheeler, Director of Gallup Electric - Description of the current status of electrical work in the alleys between W. Coal and W. Aztec, between 1st Street and the Walkway and from the Walkway to 3rd Street. Underground cable material is backordered. Once that underground cable has been pulled through and energized, from 1st to the Walkway, the last step will be the lighting in the alley. Contractors like to work with a “just in time” inventory system. Right now, most construction related materials are backordered due to high demand around the US, When the poles and lights arrive, they will be installed ASAP. City Manager reminded all that City of Gallup will invoice Gallup BID in the amount of \$35,000. upon completion of the alley electrical work between 1st Street and 2nd Street. F. Bee stated that the \$35,000 BID contribution has been carried over in the FY@@ BID budget.

Voting items -

Motion to approve schedule of regular monthly BID Board of Directors meetings for FY 22: July 2021 – June 2022, as follows:

Gallup Business Improvement District, Inc. RESOLUTION NO. 2021-1

WHEREAS, THE Gallup Business improvement District met in regular session via teleconference on June 17, 2021, at 3:00pm, as required by law; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Gallup Business Improvement District to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by Gallup Business Improvement District that:

1. All meetings shall be held at Rico Motors, 220 S. 5th Street at 3:00 p.m., or as indicated in the meeting notice. Please note: In the event of State of New Mexico mandated restrictions on gatherings, meetings will be held virtually. The virtual meeting URL will be included in the Public Notice announcement for the meeting.
2. Unless otherwise specified, regular meetings shall be held each month on third Thursday. The agenda will be available at least seventy-two hours prior to the meeting from Francis Bee, Executive Director, whose office is located in Gallup, New Mexico. The agenda will also be posted at the offices of City of Gallup and on the City of Gallup's website at www.gallupnm.gov.
3. Notice of regular meetings other than those described in Paragraph 2 will be given ten days in advance of the meeting date. The notice will include a copy of the agenda or information on how a copy of the agenda may be obtained. If not included in the notice, the agenda will be available at least seventy-two hours before the meeting and posted on the City of Gallup's website at www.gallupnm.gov.

4. Special meetings may be called by the Chairman or a majority of the members upon three days notice. The notice for a special meeting shall include an agenda for the meeting or information on how a copy of the agenda may be obtained a copy of the agenda. The agenda will be available at least seventy- two hours before the meeting and posted on the City of Gallup' s website at www.gallupnm.gov.

5. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Gallup Business Improvement District will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members with twenty-four hours prior notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten days of taking action on an emergency matter, the Gallup Business Improvement District will notify the Attorney General' s Office.

6. For the purposes of regular meetings described in Paragraph 3 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed in newspapers of general circulation in the state and posted in the following locations: Gallup City Hall meeting notice bulletin board. Copies of the written notice shall also be mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. For the purposes of special meetings and emergency meetings described in Paragraphs 4 and 5, notice requirements are met if notice of the date, time, place and agenda is provided by telephone to newspapers of general circulation in the state and posted in the offices of City of Gallup. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

8. In addition to the information specified above, all notices shall include the following language:

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Francis Bee, Executive Director, Gallup Business Improvement District at 505-722-4430, francis@gallupbid.com, at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Francis Bee at 505-722-4430, francis@gallupbid.com, if a summary or other type of accessible format is needed.

9. The Gallup BID Board of Directors may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15- 1(H) of the Open

Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Gallup BID Board of Directors taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

(b) If a closed meeting is conducted when the Gallup BID Board of Directors is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Gallup BID Board of Directors in an open public meeting. Passed by the Gallup BID Board of Directors this 17th day of June 2021.

Schedule of regular monthly meetings:

July 15, 2021; August 19, 2021; September 16, 2021; October 21, 2021; November 18, 2021; December 16, 2021; January 20, 2022; February 17, 2022; March 17, 2022; April 21, 2022; May 19, 2022; June 16, 2022.

Motion to approve: A. Baca; 2nd: M. Menapace Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi – yes. Approved.

Motion to approve Gallup BID FY 22 budget: M. Menapace; 2nd: A. Baca. Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi – yes. Approved. FY22 budget is attached to these Minutes.

Motion to approve BID District enhancement project to be executed by artist Prentice Archuleta, working with Vince Alonzo, Director Gallup Parks & Recreation Department, City of Gallup Parks & Recreation Department. Project involves restoration of three large Native American style urns in the center of downtown

Gallup. Last year they executed the restoration of the artwork around the City parking lot next to the Rex Museum, on Rt. 66 Between 3rd St and 4th St. Proposal is attached to these Minutes.

Total Project Cost: \$3325. Motion to approve: L. Bonaguidi; 2nd: M. Menapace. Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi - yes. Approved.

Discussion Items -

Coal Avenue Commons project update – City Manager Ustick: City Council approved adding some funds to the project in order to complete the work in the Walkway. Project may be completed, and Coal Avenue reopened, by 4th of July. City has applied for State and Federal funding for Phase 2 of this project – the section of West Coal Avenue between 2nd Street and 1st Street. Indicators at this time are positive for receiving those grants. City will know for sure during the Fall '21.

Colonial Motel, 1001 West Coal Avenue, request to become a “Friend of the BID”. F Bee met with owners of Colonial Motel to review the merits of the Gallup BID. Additional meetings will be held until the owners make a decision.

GallupARTS sign grant – potential reimbursement application

Gallup BID – Regional Economic Development Partners – NDC: update – REDP alliance executive directors continue working with Sheldon Bartel, NDC. Weekly training classes continue. These are focused on economic development project financial analysis, sources of funds, establishment of a revolving loan fund and participation in NDC’s Grow America Fund.

GGEDC Annual Economic Development Roundtable will be held in Santa Fe on January 28, 2022. Rep. Lundstrom reserved a ballroom at La Fonda On The Plaza. At this time no information is available about the status of a “Gallup Day” celebration during the FY22 legislative session.

Other Discussion

Reports

May 17 – Telephone meeting with Lorraine Ruggles, NM EDD zone rep

May 19 – REDP Virtual training meeting with Sheldon Bartel, NDC and John Palyo, President, NDC Grow America Fund

May 21- Telephone meeting with Lorraine Ruggles, NM EDD zone rep, to review REDP activities from February 15, 2021 to May 15, 2021

May 25 – Virtual meeting of Coal Avenue Project working committee – progress update

May 26 – Meeting, with Anna Biava, with Councilor Garcia – update on BID activities

May 26 – Telephone discussion with Vince Alonzo about downtown appearance improvement project for summer 2021

June 1 – Meeting with Sherman McCorkle to review potential legislation for NM investment fund

June 2 - REDP virtual training meeting with Sheldon Bartel, NDC – Analyzed several Grow America Fund case studies

June 7 – Discussion with Sarah Munoz, NM EDD, about the efforts of Regional Economic Development partners (REDP). Confirmed appointment with Mark Roper, Division Director, NM EDD

June 7 - Telephone discussion with Arun Kumar, owner of Colonial Motel on West Coal Avenue. He expressed interest in becoming a “Friend of the BID”

June 8 – Virtual meeting of Coal Avenue working committee for progress update.

June 9 – Meeting with Arun Kumar and Nita Patel, owners of Colonial Motel on West Coal to discuss becoming a “Friend of the BID”.

June 9 – REDP virtual training session with Sheldon Bartel, NDC – Managing a Revolving Loan Fund

June 11 – Virtual meeting of BID Board was held to accept Red Rock Security price proposal.

Date of next Gallup BID Board meeting – July 15, 2021

Motion to Adjourn: A. Baca; 2nd: L. Bonaguidi. Roll call: A. Biava- yes, A. Baca - yes, M. Menapace - yes, L. Bonaguidi – yes. Approved.