

Minutes

Gallup Business Improvement District Board of Directors Meeting

July 16, 2020

Call to order – 3:04

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

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

Motion to Approve Minutes from June 18, 2020 meeting: A. Baca; 2nd: M. Menapace. Roll call: A. Biava – yes, A. Baca – yes, M. Menapace – yes, J. Rich – yes, L. Bonaguidi – yes. Approved

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

Voting items:

NM OMA Resolution for BID Board meeting schedule for FY 21
Resolution read for the record by Anna Biava. Resolution is included with as an addendum to July 16 Minutes.

Motion to approve BID Resolution 2020-1: M. Menapace; 2nd: L. Bonaguidi. Roll call: A. Biava – yes, A. Baca – yes; M. Menapace – yes; J. Rich – yes; L. Bonaguidi – yes. Approved

Nomination and vote for BID Board Treasurer –

Nomination for Treasurer: Mickey Menapace nominated Archie Baca, Jr. to be Treasurer of Gallup BID Board of Directors

Archie Baca nominated Mickey Menapace to be Treasurer of Gallup BID Board of Directors. Mickey Menapace declined the nomination to serve as Treasurer. Motion to approve Archie Baca to be Treasurer of Gallup BID Board of Directors: M. Menapace; 2nd: J. Rich. Roll call: A. Biava – yes, A. Baca – yes; M. Menapace – yes; J. Rich – yes; L. Bonaguidi – yes. Approved

Big Brothers Big Sisters sign –

Sign design and BID Board at an earlier Board meeting approved cost. Sign has been fabricated, but is not yet installed. F. Bee recommended tabling the vote until the sign has been installed.

Motion to table the vote on Sign Grant reimbursement for Big Brothers Big Sisters: M. Menapace; 2nd: A. Baca. Roll call: A. Biava – yes, A. Baca – yes; M. Menapace – yes; J. Rich – yes; L. Bonaguidi – yes. Approved

Discussion:

BID Assessment Fee funds – City of Gallup Chief Financial Officer promised to send the Assessment Fee funds to Gallup BID by late July. BID needs the funds asap.

BID Budget FY 21 – a tentative budget was discussed during BID Board meeting several months ago. Once Gallup BID has received the check from City of Gallup referenced above, it will know how much money it will have to work with during FY 21. Then a final budget can be created. City Council cut the amount of the City match by 50% as part of its across the board austerity measures necessitated by current reduction in City tax revenue.

BID ED Bee and GGEDC ED Lundstrum attended a National Development Council course, "Economic Development Finance". Then they scheduled a telephone meeting with the instructor and the NDC Regional Director to discuss NDC programs and their potential for Gallup and the NWNM region, including possible expansion of the size of BID's ideas for a fund for improvement of properties within the BID District. NDC sent us a proposal for a scope of services that may be a good fit for Gallup/McKinley area.

Bee and Lundstrum met to review the proposal.

The services, terms and conditions contained in the proposal, along with proposed fee for recommended services, are considered as recommendations. An actual contract will be developed after discussions have taken place on modifications to services NDC can provide.

One important service NDC provides is participation in NDC's Grow America Fund, which we will locally brand as a Grow Gallup Fund.

For every dollar that we can put into the fund, NDC will provide a three - dollar match. If we have \$500,000, the fund becomes \$2,000,000.

Patty Lundstrum pointed out that if we took a regional approach to working with NDC, we could create a larger fund and the fees associated with working with NDC would be spread out across several economic development entities in NW NM.

A second conference call was scheduled with Sheldon Bartel, NDC consultant who will manage our interaction and Raquel Favela, NDC Senior Director for western US. It will be a Q&A with Bee, Lundstrum, Warren Hunsicker

(Farmington/San Juan), Eileen Yarborough (Grants/Cibola) and Arvin Trujillo (Four Corners Economic Development).

Coal Avenue Commons construction update – M. Ustick said that City created a video showing the phasing of the project. The video is on City Facebook page. Coal Avenue is now closed for construction between 2nd and 4th Streets. The first part of the project is replacement of the large storm drain system under Coal Avenue in the middle of block between 3rd and 4th Streets. City Council approved a contract for Gallup MainStreet (GMSACD) to create and manage a plan for Construction Mitigation. Kara Smith will perform this work. Matt Long, Murphy Builders, is the point person for the project. CB Strain is the City Project manager on the Coal Avenue Project. Jennifer Lazarz is the Public information Officer for the project. Coal Avenue will be closed to traffic for the next nine months.

Alley Improvement project update – M. Ustick said that:

1. Replacing the electric lines underground is currently being done.
2. The replacement of water and sewer lines and resurfacing of the alley will take place after the work on Coal Avenue is completed

Gallup Retail Committee recommendations, following upon Place Dynamics Retail Analysis Report, which was amended to include the impact of Covid-19 virus epidemic. The fundamental market analysis will not change. However, retail, dining and lodging businesses will have to adopt new strategies due to social distancing requirements.

Future sign grants – Arsenhault accounting; DePauli Engineering; Ultra Health have made sign grant applications. As a consequence of reduced level of money in the BID general fund for FY 21, the Gallup BID Sign Grant Program is currently suspended. The businesses listed above will be “first in line” for grants when the program is restarted.

Other Discussion

Archie Baca asked that a report on Red Rock Security’s level of activity be provided during the August Board meeting.

Reports:

June 23 – Zoom meeting with Michael Stumpf, Place Dynamics. Reviewed Gallup Retail Analysis, as revised due to impact of Covid-19 virus, with Gallup Retail Study Committee

June 25- NM EDD and Federal Reserve Bank of Dallas webinar – “Small Business Boost” presentation of federal programs offered by Dallas Fed.

July 2 – Conference call with NDC executives and Patty Lundstrum: reviewed ways that NDC can possibly assist Gallup BID and GGEDC through technical assistance and providing project funding

July 7 – Meeting with M. Ustick, JM DeYoung, C. Hayes, J. Wheeler, and J. Lazarz to review the Alley Improvement Project timeline. F. Bee asked that, upon removal from the sidewalk, the antique reproduction street lamps and the overhead decorative lights be stored in the basement level of Ricca Building for later use by BID in vicinity of West Coal between 8th and 9th Streets.

July 8 – Discussion with E. Williams, NWNMCOG, to review funding programs offered by US EDA, USDA and, potentially, from NDC

July 9 – Received the preliminary Scope of Services proposal from NDC for Gallup BID and GGEDC

July 9 – Meeting with John Zimmerman, UNM-Gallup

July 10 – Meeting with Patty Lundstrum, GGEDC, to discuss various ways to arrange a working relationship between BID, GGEDC and NDC

Date of next BID Board meeting: August 20

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