



NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

MINUTES

BOARD OF DIRECTORS REGULAR BUSINESS MEETING

July 15, 2020

Via Microsoft Teams
Virtual Meeting

I. PRELIMINARY BUSINESS

A. CALL TO ORDER/INTRODUCTIONS/QUORUM.

Chairman *Billy Moore* [McKinley County] convened the meeting of the Board of Directors at 10:15am due to virtual technology difficulties. Roll call proceeded in the form of introductions around the table. In attendance were 15 Board Representatives, representing a quorum 9 of the 9 voting entities of the Board (100%), along with 3 COG staff and their CPA.

BOARD MEMBERS IN ATTENDANCE:

CIBOLA COUNTY: Judy Horacek; Martha Garcia
MCKINLEY COUNTY: Billy Moore; Anthony Dimas, Jr.; Bill Lee; Doug Decker
SAN JUAN COUNTY: GloJean Todacheene; Mike Stark [Excused]
CITY OF AZTEC: Michael Padilla, Sr.; Steve Mueller
CITY OF BLOOMFIELD: Jason Thomas
CITY OF FARMINGTON: Linda Rodgers; Julie Baird
CITY OF GALLUP: Fran Palochak; Louie Bonaguidi; Michael Schaaf; Maryann Ustick
CITY OF GRANTS: Laura Jaramillo; Erik Garcia
VILLAGE OF MILAN: Ellen Baca; Roseanne Lopez

GUESTS IN ATTENDANCE:

Armando Sanchez, CPA

STAFF IN ATTENDANCE:

EXECUTIVE DIRECTOR: Evan Williams
ADMINISTRATIVE ASSISTANT: Martina Whitmore
REGIONAL ECONOMIC DEVELOPMENT MANAGER: Michael Sage

B. AGENDA ADOPTION.

Chairman *Moore* provided an overview of the day's agenda topics.

ACTION: *Louie Bonaguidi* (Gallup) moved and *Linda Rodgers* (Farmington) seconded adoption of the agenda. Motion carried – see voting sheet.

C. MINUTES OF APRIL 15, 2020.

Chairman *Moore* introduced the minutes of April 15, 2020 for review and approval.

ACTION: *Linda Rodgers* (Farmington) moved and *Antony Dimas, Jr.* (McKinley County) seconded, to approve the Minutes of April 15, 2020 as presented. Motion carried – see voting sheet.

D. ELECTION OF OFFICERS.

Chairman *Moore* stated that according to the Articles of Agreement, the COG holds election of officers at its annual meeting, which traditionally has been the Summer Board meeting. The current slate of officers is:

- Billy Moore, Chair;
- Martha Garcia, 1st Vice-Chair;
- GloJean Todacheene, 2nd Vice-Chair;
- Louie Bonaguidi, Treasurer

Due to COVID-19, staff is recommending that we re-up these officers for another year to keep stability during these times.

ACTION: *Anthony Dimas, Jr.* (McKinley County) moved and *Linda Rodgers* (Farmington) seconded, to retain the current slate of officers as presented. Motion carried – see voting sheet.

II. CEDS PRESENTATION

Michael Sage, Regional Economic Development Program Manager, provided a presentation of the COG's work to update the Comprehensive Economic Development Strategy (CEDS) for the region. This plan helps to guide the strategies and priorities for regional economic development and creates actionable and investable projects to meet those goals. The COG is working to finalize its draft plan that it will review with local and tribal economic development organizations in the region. A final plan will be available by August and presented for adoption by the COG Board in September. See attached presentation.

III. EXECUTIVE/STAFF REPORT

Executive Director Williams provided a summary of the past quarter's key activities and issues. Mr. Williams highlighted some of the big news, including the award of \$400,000 from the US Economic Development Administration (EDA) from the CARES Act to develop and implement an economic recovery plan; \$120,000 from New Mexico Department of Transportation for a sub-regional transportation plan; completion of Year 1 of the Greater Gallup Industrial Workforce Program, Prewitt Master Plan and Design Report, and Milan Industrial Park Plan and Design Report; and submission of three Community Development Block Grant (CDBG) applications for San Juan County, Gallup, and Grants. No questions were voiced by Board members.

- A. STAFF SUMMARY REPORT.** Mr. Williams did provide this report to the Board for their review and understanding. An annual report is anticipated some time on or before August.
- B. CONSIDERATION OF EX-OFFICIO MEMBERS.** Mr. Williams provided this item for discussion about including Jeff Kiely, Past COG Director as an ex-officio Board member to keep his standing for the National Association of Development Organizations, as well as potentially asking the District 5 and 6 Transportation Commissioners to serve in this capacity. This would likely take a change of the COG's articles of agreement or another policy decision of the Board. It will brought back for action at a future meeting with proper documentation.

IV. FINANCIAL REPORT

- A. **FY2020 Financial Report, Quarter 4:** Mr. Williams provided a brief overview of the financial reports provided in the Board packet. He mentioned that due to time not all transactions have been recorded leading to a large loss in our Income Statement. He will work this week to enter that information into Quickbooks and be meeting with our CPA next week to finalize the quarter and fiscal year end. He will send out financial reports to the Board based on that work that should more accurately depict COG's financial position.

ACTION: *No action taken. Staff will prepare these reports and send copies to all Board members, if significant issues exist COG Director will hold an Executive Committee meeting.*

- B. **FY2021 Budget, Revision.** Mr. Williams presented the FY21 budget and asked that the Board accept one major addition of the new EDA CARES funding that will add revenue and work to the COG. Funding will be used to develop a Regional Economic Recovery Plan, hire a Recovery Coordinator and other staffing support for the region, and build COG communication, technology, and IT capacity.

ACTION: *Louie Bonaguidi (Gallup) moved and GloJean Todacheene (San Juan County) seconded, to accept the FY2021 Budget, Revision #1 as presented. Motion carried – see voting sheet.*

V. ANNOUNCEMENTS; OTHER BUSINESS

- A. **2021 Board Meeting Calendar.** Mr. Williams presented the COG Board 12-month Master Calendar. Next meeting will be October 21, 2020 in McKinley County dependent on COVID-19.
- B. **Announcements & General Comments:** Aztec City Commissioner Michael Padilla, Sr. noted for the record and the Board Member listing that he represents the City of Aztec as the COG Board Member and Manager Steve Mueller acts as his alternate.

VI. ADJOURNMENT

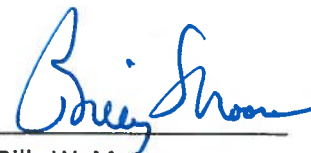
ACTION: *GloJean Todacheene (San Juan County) moved and Ellen Baca (Milan) seconded, to adjourn. Motion carried.* Chairman Moore again thanked all Board members for their participate and patience for this virtual meeting and adjourned the meeting of the Board of Directors at 11:25AM. *Motion carried – see voting sheet.*

Respectfully submitted,



Evan J. Williams
Board Secretary and Executive Director

ATTEST:



Billy W. Moore
Board Chair

Comprehensive Economic Development Strategy (CEDS) 2020

NWNMCOG Board Meeting
July 15, 2020

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What is a CEDS?

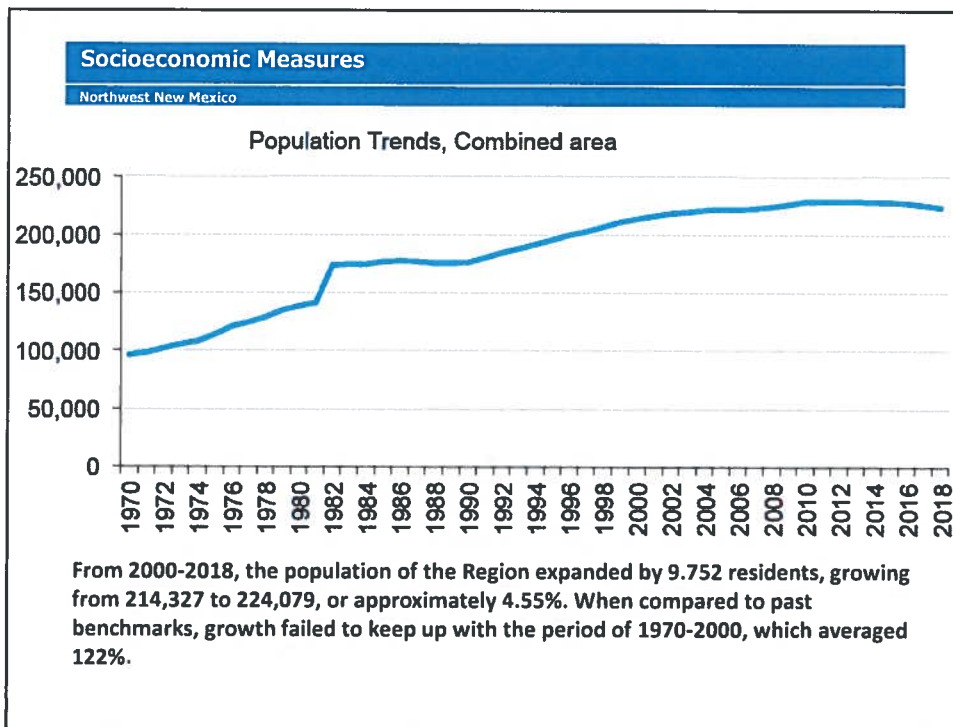
- The regional “Comprehensive Economic Development Strategy” (CEDS) is a requirement of the Economic Development Administration (EDA) under its Economic Development District (EDD) program.
- The strategy serves as a guide to improving all aspects of economic development in the District.
- An EDA approved CEDS is required in order for local governments to qualify for federal investments under the Public Works and Economic Development Act of 1965.
- The EDA requires a new CEDS every five years.

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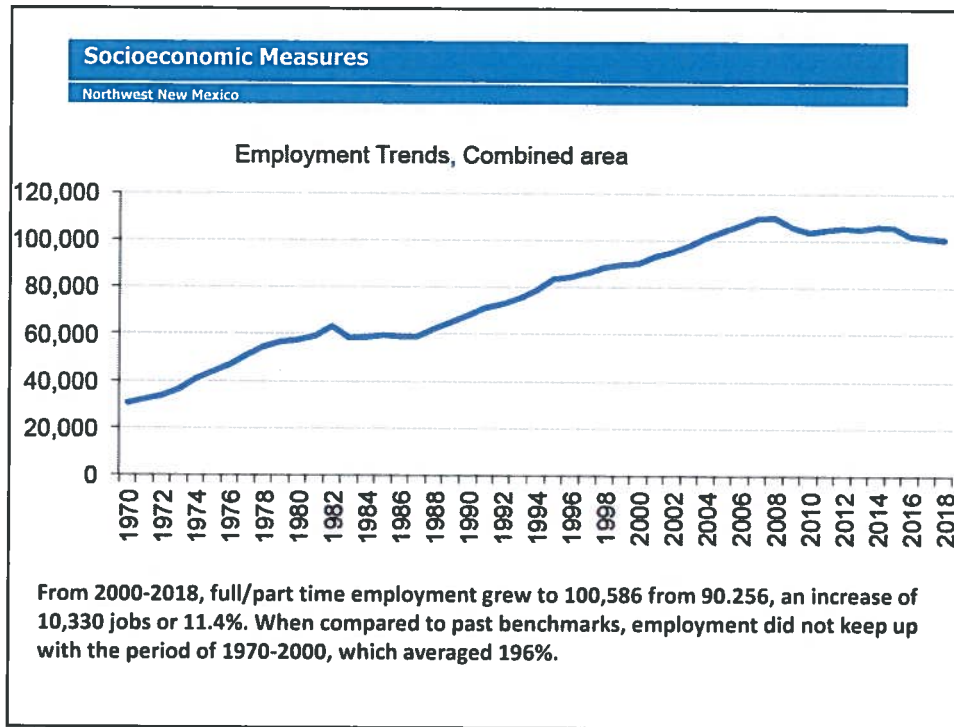
Current CEDS Review

A Quick Review

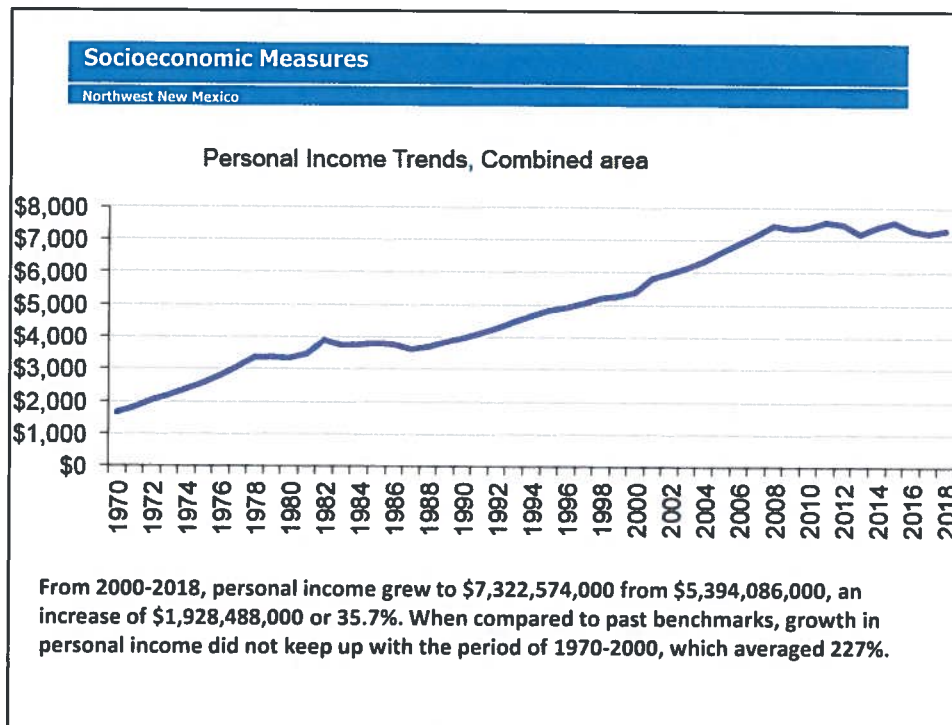
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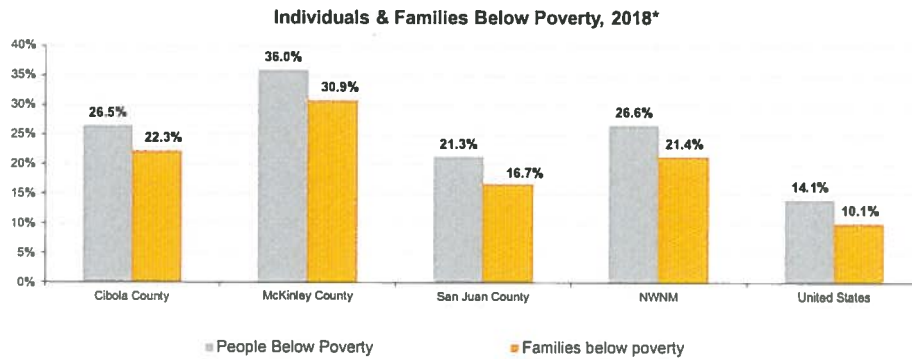


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In the 2014-2018 period, the bottom 40% of households in the NWNM area accumulated approximately 10.8% of total income, and the top 20% of households accumulated approximately 52.9% of total income.



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Current Focus in Cibola County

AGI <i>AGRICULTURE</i>	MFG <i>MANUFACTURING</i>
NRG <i>ENERGY</i>	RTRMT <i>RETIREMENT</i>
ENT <i>ENTREPRENEURSHIP</i>	SRS <i>SHOVEL READY SITES</i>
HOS / ETNMT <i>HOSPITALITY / ENTERTAINMENT</i>	TSM <i>TOURISM</i>
MS <i>MAINSTREET</i>	TRANS <i>TRANSPORTATION</i>

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Current Focus in McKinley County

BRE <i>BUSINESS RETENTION & EXPANSION</i>	MFG <i>MANUFACTURING</i>
NRG <i>ENERGY</i>	RTL <i>RETAIL</i>
ENT <i>ENTREPRENEURSHIP</i>	SRS <i>SHOVEL READY SITES</i>
FLM <i>FILM & MEDIA</i>	TSM <i>TOURISM</i>
HLTH <i>HEALTH CARE</i>	TRANS <i>TRANSPORTATION</i>
MS <i>MAINSTREET</i>	WRK <i>WORKFORCE DEVELOPMENT</i>

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Current Focus in San Juan County

AGR <i>AGRICULTURE</i>	PTR <i>PARTNERSHIPS</i>
AIR <i>AIRPORT</i>	RTL <i>RETAIL</i>
NRG <i>ENERGY</i>	RTMT <i>RETIREMENT</i>
ENT <i>ENTREPRENEURSHIP</i>	SRS <i>SHOVEL READY SITES</i>
HOS / ETNMT <i>HOSPITALITY / ENTERTAINMENT</i>	TSM <i>TOURISM</i>
MS <i>MAINSTREET</i>	TRANS <i>TRANSPORTATION</i>
MFG <i>MANUFACTURING</i>	WRK <i>WORKFORCE DEVELOPMENT</i>

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What's New?

1. Economic Resilience –

'ability to withstand and quickly recover from major disruptions to its base economy':

- Recover from the Shock
- Withstand the Shock
- Avoid the Shock

2. Opportunity Zones

- Maps
- ID Key Partners / Stakeholders
- Recognize linkages in CEDS

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Economic Resilience

	CIBOLA	McKINLEY	SAN JUAN	NAVAJO	NM
Fire	2	2	3	0	50
Flood	3	5	2	2	19
Severe Storm	1	1	1	2	12
Drought	0	0	1	0	1
Hurricane	1	1	1	0	1

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Economic Resilience

YEAR	COUNTY	CITY	COMPANY	LAYOFFS
2018	San Juan	Aztec	XTO Energy Inc.	232
2018	San Juan	Fruitland	Aptim Services, LLC	287
2018	San Juan	Farmington	Williams	Not Disclosed
2016	Cibola	Milan	CCA	245
2016	McKinley	Gallup	Sun Fab Industrial Contracting	11
2013	San Juan	Bloomfield	Haulrite Trailer Manufacturing	22
2013	Cibola	Grants	Valencia Counseling Services	8
2012	Cibola	Grants	Aramark NM State North	6
2012	McKinley	Gallup	Chevron Mining, Inc.	113
2012	McKinley	Gallup	Fallas Paredes	25
2011	San Juan	Aztec	Schwan's Home Service	5
2011	Cibola	Laguna	Laguna Construction	37
2011	Cibola	Grants	NMSU NM Works	3
2011	McKinley	Gallup	NMSU NM Works	1
2011	San Juan	Farmington	NMSU NM Works	1
2011	San Juan	Farmington	Mosaic	125
2011	San Juan	Farmington	Raytheon	35

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Qualified Opportunity Zones



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How Can the Board Participate?

1. CEDS Strategy Committee
 - Public Officials
 - Community Leaders
 - Economic Developers
 - Workforce Development
 - Education
 - Tribal
- ◆ Identified by NWNMCOG as responsible for revising, or replacing the CEDS.
 - ◆ NWNMCOG Board of Directors serves as the CEDS Strategy Committee

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Timeline / Steps for Completion

- EDO Review (incl. Tribal) – July 2020
- Final Report – Aug 2020
- Request for Board Approval – Sept 2020
- Submission to U.S. EDA – Oct 2020

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Northwest New Mexico Council of Governments
 Board of Directors Voting Roster
 7/15/20 – Virtual Meeting, Gallup, NM

I.A. Call to Order/Introductions: Establish Quorum

ENTITY	REPRESENTATIVE	YES	NO	ABSTAIN
COUNTIES				
CIBOLA COUNTY	Martha Garcia Board 2 nd Vice-Chair	✓		
	Judy Horacek Projects Coordinator			
	Dr. Christine Lowry (Alternate)			
	Daniel Torrez (Alternate)			
MCKINLEY COUNTY	Billy Moore Board Chair			
	Bill Lee District III Commissioner			
	Tommy Nelson District II Commissioner			
	Anthony Dimas County Manager	✓		
	Doug Decker (Alternate)			
SAN JUAN COUNTY	Mike Stark SJC			
	Glo Jean Todacheenie Board 1 st Vice Chair	✓		
	TBD (Alternate)			
MUNICIPALITIES				
CITY OF AZTEC	Steve Mueller City Manger			
	Michael Padilla, Sr, (Alternate)	✓		
CITY OF BLOOMFIELD	Jason Thomas City Engineer	✓		
	Donica Sharpe (Alternate)			
CITY OF FARMINGTON	Linda Rogers City Councilor	✓		
	Julie Baird (Alternate)			

CITY OF GALLUP	Fran Palochak City Councilor			
	Michael Shaaf City Councilor			
	Maryann Ustick City Councilor			
	Louie Bonaguidi Board Treasurer	✓		
	Jack McKinney (Alternate)			
CITY OF GRANTS	Erik Garcia City Councilor			
	Modey Hicks Mayor			
	Laura Jaramillo (Alternate)	✓		
VILLAGE OF MILAN	Ellan Baca Trustee	✓		
	Roseanne Lopez (Alternate)			
TOTAL				

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**Northwest New Mexico Council of Governments
Board of Directors Voting Roster
7/15/20 – Virtual Meeting, Gallup, NM**

I.B. Agenda: Approval

ENTITY	REPRESENTATIVE	YES	NO	ABSTAIN
COUNTIES				
CIBOLA COUNTY	Martha Garcia Board 2 nd Vice-Chair			
	Judy Horacek Projects Coordinator			
	Dr. Christine Lowry (Alternate)			
	Daniel Torrez (Alternate)			
MCKINLEY COUNTY	Billy Moore Board Chair			
	Bill Lee District III Commissioner			
	Tommy Nelson District II Commissioner			
	Anthony Dimas County Manager	✓		
	Doug Decker (Alternate)			
SAN JUAN COUNTY	Mike Stark SJC			
	Glo Jean Todacheenie Board 1 st Vice Chair	✓		
	TBD (Alternate)			
MUNICIPALITIES				
CITY OF AZTEC	Steve Mueller City Manger	✓		
	Michael Padilla, Sr, (Alternate)			
CITY OF BLOOMFIELD	Jason Thomas City Engineer	✓		
	Donica Sharpe (Alternate)			
CITY OF FARMINGTON	Linda Rogers City Councilor	✓		
	Julie Baird (Alternate)			

CITY OF GALLUP	Fran Palochak City Councilor			
	Michael Shaaf City Councilor			
	Maryann Ustick City Councilor			
	Louie Bonaguidi Board Treasurer	✓		
	Jack McKinney (Alternate)			
CITY OF GRANTS	Erik Garcia City Councilor			
	Modey Hicks Mayor			
	Laura Jaramillo (Alternate)	✓		
VILLAGE OF MILAN	Ellan Baca Trustee	✓		
	Roseanne Lopez (Alternate)			
TOTAL				

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**Northwest New Mexico Council of Governments
Board of Directors Voting Roster
7/15/20 – Virtual Meeting, Gallup, NM**

I.C. Minutes of April 15, 2020: Approval

ENTITY	REPRESENTATIVE	YES	NO	ABSTAIN
COUNTIES				
CIBOLA COUNTY	Martha Garcia Board 2 nd Vice-Chair	✓		
	Judy Horacek Projects Coordinator			
	Dr. Christine Lowry (Alternate)			
	Daniel Torrez (Alternate)			
MCKINLEY COUNTY	Billy Moore Board Chair			
	Bill Lee District III Commissioner			
	Tommy Nelson District II Commissioner			
	Anthony Dimas County Manager	✓		
	Doug Decker (Alternate)			
SAN JUAN COUNTY	Mike Stark SJC			
	Glo Jean Todacheenie Board 1 st Vice Chair	✓		
	TBD (Alternate)			
MUNICIPALITIES				
CITY OF AZTEC	Steve Mueller City Manger			
	Michael Padilla, Sr, (Alternate)	✓		
CITY OF BLOOMFIELD	Jason Thomas City Engineer	✓		
	Donica Sharpe (Alternate)			
CITY OF FARMINGTON	Linda Rogers City Councilor	✓		
	Julie Baird (Alternate)			

CITY OF GALLUP	Fran Palochak City Councilor			
	Michael Shaaf City Councilor			
	Maryann Ustick City Councilor			
	Louie Bonaguidi Board Treasurer	✓		
	Jack McKinney (Alternate)			
CITY OF GRANTS	Erik Garcia City Councilor			
	Modey Hicks Mayor			
	Laura Jaramillo (Alternate)	✓		
VILLAGE OF MILAN	Ellan Baca Trustee	✓		
	Roseanne Lopez (Alternate)			
TOTAL				

Adjournment

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**Northwest New Mexico Council of Governments
Board of Directors Voting Roster
7/15/20 – Virtual Meeting, Gallup, NM**

IV.A. FY 2020 Financial Report, Q4: Review & Approval

ENTITY	REPRESENTATIVE	YES	NO	ABSTAIN
COUNTIES				
CIBOLA COUNTY	Martha Garcia Board 2 nd Vice-Chair	✓		
	Judy Horacek Projects Coordinator			
	Dr. Christine Lowry (Alternate)			
	Daniel Torrez (Alternate)			
MCKINLEY COUNTY	Billy Moore Board Chair			
	Bill Lee District III Commissioner			
	Tommy Nelson District II Commissioner			
	Anthony Dimas County Manager			
	Doug Decker (Alternate)	✓		
SAN JUAN COUNTY	Mike Stark SJC			
	Glo Jean Todacheenie Board 1 st Vice Chair	✓		
	TBD (Alternate)			
MUNICIPALITIES				
CITY OF AZTEC	Steve Mueller City Manger	Alt. ↗		
	Michael Padilla, Sr, (Alternate)	↖ ✓		
CITY OF BLOOMFIELD	Jason Thomas City Engineer	✓		
	Donica Sharpe (Alternate)			
CITY OF FARMINGTON	Linda Rogers City Councilor			
	Julie Baird (Alternate)			

CITY OF GALLUP	Fran Palochak City Councilor			
	Michael Shaaf City Councilor			
	Maryann Ustick City Councilor			
	Louie Bonaguidi Board Treasurer	✓		
	Jack McKinney (Alternate)			
CITY OF GRANTS	Erik Garcia City Councilor	✓		
	Modey Hicks Mayor			
	Laura Jaramillo (Alternate)			
VILLAGE OF MILAN	Ellan Baca Trustee	✓		
	Roseanne Lopez (Alternate)			
TOTAL				

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Northwest New Mexico Council of Governments
Board of Directors Voting Roster
7/15/20 – Virtual Meeting, Gallup, NM

IV.B. FY 2021 Budget Revision #1: Review & Approval

ENTITY	REPRESENTATIVE	YES	NO	ABSTAIN
COUNTIES				
CIBOLA COUNTY	Martha Garcia Board 2 nd Vice-Chair	✓		
	Judy Horacek Projects Coordinator			
	Dr. Christine Lowry (Alternate)			
	Daniel Torrez (Alternate)			
MCKINLEY COUNTY	Billy Moore Board Chair			
	Bill Lee District III Commissioner			
	Tommy Nelson District II Commissioner			
	Anthony Dimas County Manager			
	Doug Decker (Alternate)	✓		
SAN JUAN COUNTY	Mike Stark SJC			
	Glo Jean Todacheenie Board 1 st Vice Chair	✓		
	TBD (Alternate)			
MUNICIPALITIES				
CITY OF AZTEC	Steve Mueller City Manger	✓		
	Michael Padilla, Sr, (Alternate)			
CITY OF BLOOMFIELD	Jason Thomas City Engineer	✓		
	Donica Sharpe (Alternate)			
CITY OF FARMINGTON	Linda Rogers City Councilor			
	Julie Baird (Alternate)			

CITY OF GALLUP	Fran Palochak City Councilor			
	Michael Shaaf City Councilor			
	Maryann Ustick City Councilor			
	Louie Bonaguidi Board Treasurer	✓		
	Jack McKinney (Alternate)			
CITY OF GRANTS	Erik Garcia City Councilor			
	Modey Hicks Mayor			
	Laura Jaramillo (Alternate)	✓		
VILLAGE OF MILAN	Ellan Baca Trustee	✓		
	Roseanne Lopez (Alternate)			
TOTAL				