

AGENDA

GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, FEBRUARY 8, 2022; 6:00 P.M. CITY COUNCIL CHAMBERS



Louie Bonaguidi, Mayor
Linda Garcia, Councilor, Dist. 1 Michael Schaaf, Councilor, Dist. 2
Yogash Kumar, Councilor, Dist. 3 Fran Palochak, Councilor, Dist. 4

Maryann Ustick, City Manager
Curtis Hayes, City Attorney

The meeting will be accessible through the City of Gallup's Facebook Page:

[City of Gallup, New Mexico Government - Home | Facebook](#)

Members of the public may submit comment on non-agenda items either in person or by telephone.

To submit comment by telephone, please call 863-1254 to leave your name and a return phone number.

A. Pledge Of Allegiance

The members of the body and the public are invited to recite the Pledge of Allegiance.

B. Roll Call

C. Approval Of Minutes

January 25, 2022 Regular Meeting

Documents:

[DRAFT MINUTES JAN 25 2022 REG MTG.PDF](#)

D. Discussion/Action Topics

1. Budget Adjustment: Red Rock Park

Upon review of the current Red Rock Park budget and an evaluation of the Lodger's Tax reserve, the following request is being made to support

maintenance and operations at Red Rock Park.

Increase in overtime for the remainder of FY22: \$10,000
Installation & monthly fees for fiber internet access: \$7,500
Building updates & Grounds Maintenance: \$482,500

Fiscal Impact: \$500,000 increase in expenditure from the Lodger's Tax Fund balance

Recommendation: Approval of \$500,000 budget adjustment for Red Rock Park

Speaker's Name Patty Holland & Jennifer Lazarz

2. Budget Adjustment: New Website Promotion

The lodger's tax statute stipulates a formula that indicates no less than 40% of revenues must be spent on promotion, marketing, and advertising. In order to reconcile the 60/40 split required by state statute, the tourism department will be doing special marketing to offset the capital expenditures and budget increases at Red Rock Park.

The plan for the marketing will include:

- digital & social media
- Magazine buys (these are now both print & digital)- Example: AAA Explorer & AAA Westways
- regional buys in support of our whole summer events calendar

Fiscal Impact: \$100,000 in expenditures out of 214 fund balance

Recommendation: Approval of budget adjustment of \$100,000 from 214 fund balance

Speaker's Name Patty Holland & Jennifer Lazarz

3. Budget Adjustment To Revenue And Expenditure For The Octavia Fellin Public Library In The Amount Of \$26,742

Budget Adjustment to Revenue and Expenditure for the Octavia Fellin Public Library in the amount of \$26,742 for an American Rescue Plan Act (ARPA) Grant to Public Libraries for FY 2022. The grant agreement is between The New Mexico State Library (NMSL) and the Octavia Fellin Public Library (OFPL).

- First, to support digital inclusion efforts to enable libraries to reach residents such as through internet hotspots, accessible Wi-Fi, and digital content and related resources, particularly in support of education, health, and workforce development needs.
- Second, to provide rapid emergency relief to libraries across the country, allowing them to safely respond to the pandemic and implement public health protocols.
- Third, to support library services that meet the needs of communities throughout the U.S., including costs such as personnel, technology, training, materials, supplies, equipment, and associated indirect costs.

All Grant Funds must be expended no later than September 30, 2022.

Fiscal Impact: Budget Adjustment to Revenue and Expenditure for the Octavia Fellin Public Library in the amount of \$26,742

Recommendation: Approve budget adjustment and expenditures for the Octavia Fellin Public Library

Speaker's Name Tammi Moe

Documents:

[OCTAVIA FELLIN ARPA GRANT AGREEMENT SIG.PDF](#)

4. **Update Finance Cash Control Policy**

In our continued effort to improve processes and reporting the Finance department is recommending an update to the cash controls section of our Finance policies. The strategic plan currently has a task of providing a 10 year financial plan and this is one step toward that goal. This will help to provide guidance to Council members, department heads and staff when planning budget proposals and operational spending. The major funds are defined in the new policy.

Fiscal Impact: None, guidance only.

Recommendation: Approve updated cash controls policy

Speaker's Name Patty Holland

Documents:

[CASH CONTROLS 2022 01 11.PDF](#)

5. **Approval For Resolution No. R2022-4 In Support Of The Hydrogen Hub Development Act**

See attached HB 4 Hydrogen Hub Development Act. Resolution will be provided before the Council meeting.

Fiscal Impact: None

Recommendation: Approve Resolution No. R2022-4.

Speaker's Name Maryann Ustick, City Manager

Documents:

[HB 4_HYDROGEN HUB DEVELOPMENT ACT.PDF](#)

E. **Presentation And Information Item**

1. **Presentation: New Visitgallup.com Website & Visit Gallup App**

The Tourism & Marketing Manager will go over the new [VISITGALLUP.COM](#) website, highlighting new features and more, then do a demonstration of the new Visit Gallup app available in the Google Play & Apple App stores.

Fiscal Impact: none

Recommendation: none

Speaker's Name Jennifer Lazarz

F. **Comments By Public On Non-Agenda Items**

Members of the public are invited to comment on matters not appearing on the meeting agenda.

G. Comments By Mayor And City Councilors

H. Comments By City Manager And City Attorney

I. Motion To Adjourn

Pursuant to the "Open Meetings Act", NMSA 1978, Section 10-15-1 through 10-15-4 of the State of New Mexico, this Agenda was posted at a place freely accessible to the public 72 hours in advance of the scheduled meeting.