

AGENDA

**GALLUP CITY COUNCIL
REGULAR MEETING
TUESDAY, AUGUST 8, 2023; 6:00 P.M.
CITY COUNCIL CHAMBERS
GALLUP CITY HALL, 110 WEST AZTEC AVENUE**



Louie Bonaguidi, Mayor

Linda Garcia, Councilor, Dist. 1

Michael Schaaf, Councilor, Dist. 2

Sarah Piano, Councilor, Dist. 3

Vacant, Councilor, Dist. 4

Jon DeYoung, Interim City Manager

David Eason, City Attorney

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

[City of Gallup, New Mexico Government - Home | Facebook](https://www.facebook.com/CityofGallup)

Members of the public may submit comment either in person or by telephone. To submit comment by telephone, please call 505-863-1254 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. Certification For The Record Of The Matters Discussed During The Closed Session Held On July 31, 2023

D. Presentation And Information Item

1. Keep Gallup Clean & Beautiful (KGCB) Board Highlights & Awards

Elizabeth Barriga, Environmental Program Coordinator and members of the Keep Gallup Clean & Beautiful Board (KGCB) will present KGCB highlights and accomplishments and presentation of KGCB awards to exceptional individuals representing our community and organizations that make an outstanding commitment to litter control, recycling, beautification, or general environmental stewardship.

Fiscal Impact: None
Recommendation: Presentation Item Only
Speaker's Name Elizabeth Barriga, Environmental Programs Coordinator

E. Consent Agenda

These items are placed on the Consent Agenda so City Council can designate by unanimous consent those routine items they wish to be approved or acknowledged by one motion. If any item does not meet the approval of all Council members or if a citizen so requests, it will be heard as a separate item.

Action Needed:

Motion to approve or acknowledge Items 1-7 on the Consent Agenda by unanimous vote:

1. Approval Of Minutes

July 13, 2023 Joint Work Session with the McKinley County Board of Commissioners

July 25, 2023 Joint Work Session with the Planning and Zoning Commission

July 25, 2023 Regular Meeting

Fiscal Impact: None.
Recommendation: Approve the minutes.
Speaker's Name None.

Documents:

[DRAFT MINUTES JULY 13 2023 JT WS W COUNTY COMM.PDF](#)
[DRAFT MINUTES JULY 25 2023 JT WS W P Z COMM.PDF](#)
[DRAFT MINUTES JULY 25 2023 REG MTG.PDF](#)

2. Request For Parking Lot Closure For The Annual New Mexico State Police Conference And Vehicle Inspections To Be Held On Monday, August 28, 2023

The New Mexico State Police is requesting the closure of the lower parking lot of the Gallup Downtown Courthouse Square from 8:00 a.m. to 4:00 p.m. on Monday, August 28, 2023. The State Police will be conducting their annual conference at the El Morro Events Center and their vehicle inspections at the Courthouse Square lower parking lot.

Fiscal Impact: None.
Recommendation: Approve parking lot closure.
Speaker's Name Capt. Lauren Milligan, New Mexico State Police

Documents:

3. Appointment Of Peter Gonzales To The Gallup Housing Authority Board Of Commissioners

The Gallup Housing Authority Board of Commissioners has a vacancy on the board and recommends the appointment of Peter J. Gonzales to fill the vacancy.

Fiscal Impact: None.
Recommendation: Approve the appointment of Peter Gonzales to the Gallup Housing Authority Board of Commissioners.
Speaker's Name Mayor Louie Bonaguidi

Documents:

[20230808_GHA BD APPT_PETER GONZALES.PDF](#)

4. Approval Of Board Appointment For The NM Municipal Energy Acquisition Authority

NMMEAA was created June 19, 2008 through a Joint Powers Agreement organized pursuant to the laws of the State of New Mexico between the City of Las Cruces and the City of Gallup for the purpose of obtaining a reliable long-term supply of natural gas under favorable terms, conditions and prices to benefit government-owned utilities and their retail customers. Both Cities are New Mexico charter municipalities with municipal home-rule powers created and existing pursuant to the Constitution and laws of the State of new Mexico.

The City of Gallup has two board member positions, one of which is currently vacant. The vacant position is for a utilities director. The recommendation is that Chuck Nourse be appointed to this vacant position to represent the City.

Fiscal Impact: None
Recommendation: Appoint Chuck Nourse to the NMMEAA board.
Speaker's Name JM DeYoung

5. IT Budget Adjustment For Training, Maintenance, And Professional Services

Requesting increases to Information Technology's Subscriptions, Maintenance, and Professional Service accounts. The IT Department requests a budget adjustment for the following:

- A budget increase to IT's Subscriptions and Dues of \$12,000 for an organization eLearning plan for the City of Gallup Naviline users, which will provide beginner to advanced live, on-demand, and self-paced training courses for all Naviline application modules
- A budget increase to IT's Maintenance-Other of \$10,800 to cover increases in our Google Apps productivity software and Civic Plus website software
- A budget increase to IT's Professional Services of \$3,000 to cover a service increase in the KnowBe4 security awareness training platform

Fiscal Impact: Budget increases in the amount of \$25,800 from the General Fund.

Recommendation: Approval of the requested budget adjustment listed above.

Speaker's Name Suzanne Begay

6. Acceptance Of Award Of Funding From The Department Of Finance And Administration In The Amount Of \$30,000.00 For Grants Management For Local Governments And Local Councils Of Government

Staff received the following 2023 Legislative Grant Agreement from the New Mexico Department of Finance. 23-ZH5032-14 for grants management for local governments and local councils of government. Funds NOT expended by June 30th, 2024 will be reverted to the State of New Mexico's general fund.

The city will be signing a Interagency Services Agreement with the NWNM Council of Governments to utilize these funds to contract with experienced grant writers to assist the city in applying for federal and state grants (see attached agreement).

Fiscal Impact: Project revenue and expenditure budget in the amount of \$30,000.00 in Fund 391.

Recommendation: Approve requested revenue and expenditure budget Fund 391.

Speaker's Name JM DeYoung, Interim City Manager

Documents:

[GALLUP 23-ZH5032-14.PDF](#)
[GALLUP-NWNMCOG ISA GRANTWRITING, AUGUST 2023.PDF](#)

7. Approval Of Resolution No. R2023-18 To Accept The New Mexico Department Of Transportation Local Government Road Fund Cooperative Agreement No. L600225 For The City's Annual Mill And Overlay Program

The staff is requesting approval for the said grant in the amount of \$326,900. The breakdown is NMDOT's share of 75% which is \$245,175 and City's share of 25% which is \$81,725. The Streets Department will use said funds to complete the project.

The staff is also requesting from the City Council to approve a budget adjustment to revenue and expenditure in the amount of \$245,175 for the grant. The match of \$81,725 is included in fund 216 FY24 operational budget.

Fiscal Impact: \$326,900 expenditure which includes 25% city match in the amount of \$81,725 set in fund 216 FY24 operational budget.

Recommendation: Staff recommends approval of Resolution R2023-18 and approval of revenue and expenditure budget.

Speaker's Name Robert Hamblen

Documents:

[L600225 GALLUP LGRF NMDOT 2023.PDF](#)
[APPROVAL OF RESOLUTION NO R2023-18.PDF](#)

F. Discussion/Action Topics

1. **Approval Of Resolution No. R2023-19 To Accept The New Mexico Department Of Transportation Aviation Division Grant GUP-24-01 And Award Of Contract To Armstrong Consultant's Inc. For Task Order "B" For The Airport Terminal Building Design**

Staff is requesting for the City Council's approval of Resolution No. R2023-19 for the said grant and contract. The staff will procure professional services from their contracted consultant, Armstrong, for their architectural, engineering and planning services to complete the project.

The foundational work being done now to complete the Terminal Building Design will enable the staff to apply for grant funding to construct a new terminal. This forward movement will bring more opportunities of economic growth to benefit the people of Gallup and the many surrounding communities.

NMDOT Aviation Grant No. GUP-24-01 and has awarded the Gallup Municipal Airport \$616,000 that is 100% reimbursable with No City match. To complete the project, Armstrong's Task Order B is a total of \$616,000.00 that includes NMGRF of 8.0625%.

Staff is asking for the approval of a budget adjustment to Revenue and Expenditure in the amount of \$616,000.00 for the grant in the 515 Fund.

Fiscal Impact: Budget Adjustment to Revenue and Expenditures budget in the amount of \$616,000.00 for the grant in the 515 Fund.

Recommendation: Staff request approval of Resolution No. R2023-19 - Acceptance of the NMDOT Aviation Agreement and Ar

Speaker's Name Robert Hamblen

Documents:

[GUP-24-01 - TERMINAL BUILDING - DESIGN.PDF](#)

[RESOLUTION R2023-19 TERMINAL BUILDING DESIGN.PDF](#)

[2023 GALLUP TERMINAL BUILDING DESIGN - TASK ORDER B.PDF](#)

2. **Approval Of Resolution No. R2023-22; Annual NM Infrastructure Capital Improvement Plan**

The State Department of Finance and Administration (DFA) requires local governments to systematically develop and annually submit a five (5) year Infrastructure Capital Improvement Plan (ICIP) as a means of refining development needs and identifying funding sources. The ICIP is then used by all State agencies involved in funding local government projects as a means of analyzing proposed capital outlay bills during the State Legislative sessions.

For your consideration, attachment (a) provides a complete listing of all proposed ICIP projects. Projects are the Community Improvement Plan (CIP) projects for the next five (5) years as presented and were approved by the City Council during the 2023-2024 budget process. All project estimates are "conceptual" in nature (within -25% to 75% of completed project costs) and are not exact. Project cost estimates are repeatedly refined as each project is planned, programmed, designed and ultimately constructed. Projects are not list in any priority order other than planned year.

Last, DFA will no longer allow any changes after submission and before the

State Legislature convenes. Staff Needs City Council's:

1. Tentative identification of the 2024 top five legislative priorities; and
2. Approval of the projects as listed in the form of a resolution, attachment (c).

There is no direct impact on the City's budget, however, the State ICIP may be used as a consideration by the Governor, State Agencies, and/or State Legislature in their grant approve process.

Staff recommends that Council identify the City's top five (5) tentative projects for Legislative funding. As a starting point for City Council's discussion, Staff proposes for the City Council's consideration the following top five (5) priorities:

1. Replace Cast Iron Lines
2. Wastewater Treatment Plant Improvements
3. Gallup Water Wells
4. New Airport Terminal
5. Ford Canyon Artificial Turf Replacement

Fiscal Impact: None
Recommendation: Staff recommends approval of the ICIP project listing and priorities, Resolution No. R2023-22
Speaker's Name C.B. Strain, Planning & Development Director

Documents:

[ICIP FY2025-2029 DTD 08022023.PDF](#)
[GALLUP ICIP RESOLUTION NO. R2023-22.PDF](#)
[APPENDIX-I-ICIP COMPLETION CERTIFICATION FORM.PDF](#)
[APPENDIX-III-PERMISSION-FOR-ACCESS 2023.PDF](#)

G. Item For Discussion Only

1. Appointment Of A District 4 City Councilor

The Mayor and Councilors will discuss the process for appointing a new City Councilor for District 4. Councilor Fran Palochak resigned from her position effective July 31, 2023.

Fiscal Impact: None.
Recommendation: None - discussion only.
Speaker's Name Mayor Louie Bonaguidi

H. Comments By Public On Non-Agenda Items

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

I. Comments By Mayor And City Councilors

J. Comments By City Manager And City Attorney

K. 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.