

## AGENDA

### GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, AUGUST 13, 2019; 6:00 P.M. CITY COUNCIL CHAMBERS



Jackie McKinney, Mayor

Linda Garcia, Councilor, Dist. 1     Allan Landavazo, Councilor, Dist. 2  
Yogash Kumar, Councilor, Dist. 3     Fran Palochak, Councilor, Dist. 4

Maryann Ustick, City Manager  
Curtis Hayes, City Attorney

#### 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**

Regular Meeting of July 23, 2019

Documents:

[DRAFT MINUTES JULY 23 2019 REG MTG.PDF](#)

#### D. **Discussion/Action Topics**

##### 1. **Approval Of Gallup Area Transportation Safety Plan**

The Gallup area was selected by the New Mexico Department of Transportation (NMDOT) to do a traffic and pedestrian safety analysis and plan to address the high fatality and injury rates in our area due to the unique interactions of vehicles, trains and pedestrians. The Transportation Safety Plan being presented to City Council by NMDOT staff and their consultant is the result of many meetings with both the stakeholder group and the public. We are hopeful that this plan will be the basis for future funding to mitigate the traffic safety challenges outlined in this plan.

Fiscal Impact: None. This plan was funded entirely by NMDOT.  
Recommendation: Approve Gallup Area Transportation Safety Plan  
Speaker's Name Maryann Ustick, City Manager

Documents:

[GALLUP AREA TRANSPORTATION SAFETY PLAN PRESENTATION-FINAL.PDF](#)  
[GALLUP AREA TRANSPORTATION SAFETY PLAN\\_FINAL.PDF](#)  
[GALLUP AREA TRANSPORTATION SAFETY PLAN APPENDICES\\_FINAL.PDF](#)

**2. Request For Street Closures For Little Sisters Of The Poor Parade To Be Held On Saturday, August 31, 2019 At 6:45 P.M.**

The Little Sisters of the Poor are requesting approval of the closure of Aztec Avenue from 8th Street to 1st Street to hold a parade to celebrate 35 years in Gallup, helping to take care of the elderly in the area. The proposed street closure is set in accordance with the standardized parade route approved by the City Council last year.

Fiscal Impact: TBD - City staff to provide support services for the event.  
Recommendation: Approve requested street closures for the parade.  
Speaker's Name Cecilia Held

Documents:

[EVENT PERMIT - LITTLE SISTERS OF THE POOR PARADE.PDF](#)

**3. Public Safety Building Design Contract Award**

**Summary:** Attached for the City Council's consideration and approval is Huitt-Zollars, Inc.'s (HZI) proposal for the design of the new public safety building. The building will replace in its entirety the existing public safety building. HZI's proposal is \$653,722.50 including NMGRT. A detailed cost breakout by professional discipline is attached.

**Fiscal Impact:** None. City has a \$6,000,000 grant from the State that will cover the cost of the facility design.

**Recommendation:** Award the design proposal to Huitt-Zollars, Inc. in the amount of \$653,722.50 including NMGRT.

Fiscal Impact: See Comments Above.  
Recommendation: See Comments Above.  
Speaker's Name Alicia Santiago, Grants Manager and Huitt-Zollars Architects

Documents:

[HZI PROPOSAL DATED 08072019.PDF](#)  
[HZI COST BREAKDOWN 08072019.PDF](#)

**4. Resolution No. R2019-35; 2019 NMDOT COOP Grant Agreement**

**Summary:** City Council approved NMDOT's 2019 COOP Grant Agreement at its

meeting of 25 June 2019. However, Staff failed to present an associated resolution for the City Council's consideration and approval, and Staff needs to rectify its mistake.

**Fiscal Impact:** COOP funding requires a 25% match from the City in the amount of \$48,386 for a total grant funding of \$193,543. This match has been budgeted within next year's Community Improvement Plan as part of the PW/Street Department's budget.

**Recommendation:** Approve the resolution as attached for participation in the NMDOT's 2019 COOP program.

Fiscal Impact: See Comments Above.  
Recommendation: See Comments Above.  
Speaker's Name: Alicia Santiago - Grants Manager

Documents:

[19-08-13\\_2A RESOLUTION RE NMDOT 2019 COOP LGRF PRG.PDF](#)

#### 5. **Appointments To The Lodger's Tax Advisory Committee**

Councilor Yogash Kumar and Steve Harper have resigned from the Lodger's Tax Advisory Committee. Ken Riege of Comfort Suites Gallup and Jason Arsenault of Perry Null Trading Company are recommended for appointment to fill the vacancies on the Committee.

Fiscal Impact: None.  
Recommendation: Approve the appointments of Mr. Riege and Mr. Arsenault to the Lodger's Tax Advisory Committee.  
Speaker's Name: Mayor Jackie McKinney

Documents:

[APPTS TO LODGERS TAX COMMITTEE.PDF](#)

#### 6. **Clean And Lien Program Budget Increase Request**

The Planning and Development Department is requesting a budget increase in the amount of \$70,000.00 for account #202-1525-474.45-90 "Contractual Services" Project No. EX-1950. This line item and project number is utilized for the City's Clean and Lien program. The clean and lien program is generally budgeted \$100,000.00 for the fiscal year. \$30,602.00 rolled over from FY-2019 so an additional \$70,000.00 is needed to make up the shortfall and carry us through FY-2020.

Fiscal Impact: Fiscal Impact is \$70,000.00 increase in expenditure in Fund 202 from reserve balance.  
Recommendation: The Planning and Development Department recommends approval of the request for a \$70,000.00 budget i  
Speaker's Name: C.B. Strain

#### 7. **Acceptance Of New Mexico Finance Authority (NMFA) Grant For An Economic Feasibility Study And Approval Of Related Budget Adjustment**

The New Mexico Finance Authority (NMFA) has awarded the City of Gallup a

grant in the amount of \$50,000 for an Economic Feasibility Study to conduct a Market Analysis and Implementation Strategy. City Staff is partnering with the Greater Gallup Economic Development Corporation (GGEDC) to conduct the retail market analysis and implementation strategy. The city has received the attached proposal from Place Dynamics LLC to provide this updated market analysis. Place Dynamics LLC conducted the prior market analysis for Gallup in 2011 and proposes to use more sophisticated models, data and approaches to provide an up to date analysis that accurately depicts the large regional and unique Gallup market. The cost of this market analysis is \$30,000. The remaining \$20,000 of this grant will be used to provide an Implementation Strategy to identify specific retail targets and marketing strategies and tools.

Fiscal Impact: N/A \$50,000 State Grant will be used to pay for costs of Market Analysis

Recommendation: Accept grant award from NMFA for \$50,000 and budget adjustment of rev and exp

Speaker's Name Maryann Ustick, City Manager

Documents:

[LETTER OF GRANT AWARD FROM NMFA.PDF](#)  
[PROPOSAL, MARKET ANALYSIS AND STRATEGY.PDF](#)

**8. Acceptance Of The 2018 DOJ Edward Byrne Memorial Justice Assistance Grant Award And Approval Of Related Budget Adjustment**

The U.S. Department of Justice (DOJ) has granted funding through the 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence. For the year 2018, the DOJ has awarded a grant in the amount of \$35,513.00 to be divided between the City of Gallup and McKinley County.

Fiscal Impact: No matching funds. \$35,513.00 to be budgeted revenue and qualified expenditure.

Recommendation: Approval of DOJ JAG revenue and expenditure.

Speaker's Name Captain Edwin Yazzie

Documents:

[2018 K9 JAG ACCPETANCE.PDF](#)  
[2018 K9 JAG MOU.PDF](#)

**9. Discussion Only: Edward Byrne Memorial Justice Assistance Grant (JAG) Program 2019**

The U.S. Department of Justice (DOJ) has grant funding through the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence. In order to receive funding, the governing body and citizens must have notice that we are applying for the grant and an opportunity to comment.

Fiscal Impact: If awarded, the total amount would be \$29,303. The amount will be divided between the City of Gallup and McKinley County.

Recommendation: None / Discussion item only.

Speaker's Name Captain Edwin Yazzie

**10. Budget Adjustment Of \$156,000 To Fully Fund: 1) GGEDC Contract; 2) Underground Line Maintenance In The Mentmore Area; 3) Legal Services For The NMFA Loan For The Street Lighting Project; And 4) Mentmore Feeder Project**

The Electric Department is requesting a budget adjustment to cover shortfalls in the following line account listed below.

1. \$25,000 into line item no 507-6061-442-45-90. This is for the Greater Gallup Economic Development Commission (GGEDC). We budgeted \$100,000, the new contract this year is for \$125,000.

2. \$45,000 into line item no. 507-6061-442-44-92. This is for the underground Line Maintenance. Unforeseen maintenance in the Mentmore area required additional funding.

3. \$40,000 into line item no. 507-6061-442-45-20. This is to cover a negative balance, plus to cover an invoice from Modrall Sperleng who provided legal services for the NMFA loan for Street Light Project. This includes a \$15,000 for future contingencies.

4. \$44,000 to cover 307-6061-442-48-99 (Capital Project #JU1473) Mentmore Feeder Project. This includes \$30,000 for future contingencies.

Fiscal Impact: Request \$156,000 from Account 507 fund balance. A total of \$110,000 will fund operating expenses and \$44,000 will cover our capital project.

Recommendation: Approve expenditure from 507 fund balance of \$156,000 to fund these four separate expenditures.

Speaker's Name Eric G. Babcock

**11. Budget Adjustment Of \$17,000 For The Capital Purchase Two Mobile Data Collectors**

The Interim Electric Director is requesting approval to purchase two MRX 920 Mobile Data Collector and MX900 support Software. We are requesting \$17,000 from account 507 Fund Balance to purchase them. The purchase of these data collectors will increase our meter readers ability to read meters without having to leave their vehicles and also read the newly purchased 10 digital electrical meters.

Fiscal Impact: Approve \$17,000 from account 507 Fund Balance for the capital purchase of two mobile data collectors and supporting software.

Recommendation: Approve budget adjustment of \$17,000 from 507 fund balance for the above capital purchase

Speaker's Name Eric G. Babcock

Documents:

[GALLUP - MRX-MAPPING\\_6-13-2019\\_1234\\_PM.PDF](#)  
[18-001846-PS-MRX920\\_MX900-02.182 \(1\).PDF](#)

## 12. **Budget Adjustment For Walmart Community Grant Award**

The Gallup Fire Department is pleased to be selected for a \$2500 grant award from Walmart Community Grants Team. Award was granted for the replacement of two outdated Automated External Defibrillators (AED's) that are carried on fire engines.

Fiscal Impact: FD will coordinate with Finance for a budget increase adjustment for Walmart Community Grant Award of \$2500 as revenue and expenditure. Current fire fund 209 budget will support AED expenditure overages.

Recommendation: Staff recommends approval

Speaker's Name Jesus "Chuy" Morales

Documents:

[2019\\_EMAIL NOTIFICATION.PDF](#)  
[COPY OF CHECK AWARD.PDF](#)

## E. **Comments By Public On Non-Agenda Items**

1. Homeowner Permit Issues - Jerry Garcia

Documents:

[LETTER FR JERRY GARCIA.PDF](#)  
[2017 P AND Z HOMEOWNER RESP FOR ALT OR CONST TO RES BLDG.PDF](#)  
[14.5.18 NMAC HOMEOWNER PERMIT.PDF](#)  
[RLD HOMEOWNER RESP FOR ALT OR CONST TO RES BLDG.PDF](#)  
[2019 P AND Z HOMEOWNER RESP FOR ALT OR CONST TO RES BLDG.PDF](#)  
[CONSTRUCTION INDUSTRIES LICENSING ACT.PDF](#)

## F. **Comments By Mayor And City Councilors**

## G. **Comments By City Manager And City Attorney**

## H. **Motion To Adjourn**

Auxiliary aides for the disabled are available upon request. Please contact Alfred Abeita, City Clerk, at 505-863-1254 at least (1) week prior to the meeting or as soon as possible in advance of the meeting to make any necessary arrangements.

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.