

Minutes of the Regular Meeting of the Gallup City Council, City of Gallup, New Mexico held in the Council Chambers at Gallup City Hall, 110 West Aztec Avenue at 6:00 p.m. on Tuesday, May 9, 2023.

The meeting was called to order by Mayor Bonaguidi.

Upon roll call, the following were present:

Mayor:	Louie Bonaguidi
Councilors:	Linda Garcia (via Zoom) Michael Schaaf Fran Palochak Sarah Piano
Also present:	Maryann Ustick, City Manager David Eason, City Attorney

Presented to the Mayor and Councilors was the following Presentation Item:

- 1. Presentation by Run for the Wall – John Staub, Run for the Wall Board of Directors President**

Mr. Staub presented a personal letter of appreciation to the citizens and City officials of Gallup for their continued support of Run for the Wall and the healing and growth of veterans as human beings. He explained his positive experiences in Gallup, New Mexico throughout the years and acknowledged Gallup as, “The Most Patriotic Town in America.” He gave special thanks to David Cuellar of Veterans Helping Veterans, Jackie McKinney, Sandra McKinney, Larry Anderson and Ben Welch and said he looks forward to coming back to Gallup for their upcoming event.

Discussion followed regarding the events conception, Gallup’s participation, number of registered participants, appreciation and consensus with the organization and all it stands for.

Former Mayor Jackie McKinney addressed the Mayor and Councilors regarding his deep-rooted participation and appreciation and support for the event.

Presented to the Mayor and Councilors were the following Consent Agenda Items:

- 1. Approval of Minutes from the Work Session on April 12, 2023 and the Regular Meeting on April 25, 2023**
- 2. Appointments to the Planning and Zoning Commission**

MINUTES

Regular City Council Meeting – 05/09/2023

Page 2

- 3. Resolution No. R2023-9; Approval of NM Economic Development Capital Outlay Public Infrastructure Grant Agreement**
- 4. Budget Adjustment to Cover Fuel and Vehicle Expenses in Enterprise Fund 504 – Solid Waste Operating Budget**
- 5. Recommendation of Bid Award, Formal Bid No. 2309 to Clean Infusion LLC of Columbia, Missouri, for installation of New Wastewater Treatment Plant Aerobic Digester Blower Piping**

Councilor Piano requested removal of Item 3 from the Consent Agenda for additional discussion.

Councilor Schaaf made a motion to approve Consent Agenda Items 1, 2, 4 and 5. Seconded by Councilor Palochak. Roll call: Councilors Schaaf, Palochak, Piano, Garcia and Schaaf all voted yes.

- 3. Resolution No. R2023-9; Approval of NM Economic Development Capital Outlay Public Infrastructure Grant Agreement – Maryann Ustick, City Manager**

Councilor Piano highlighted the procurement of additional funding and recognized Gallup MainStreet's efforts.

Ms. Ustick said Gallup MainStreet Arts and Cultural District staff, the Board and the State's MainStreet organization have been incredibly generous and supportive to Gallup's Downtown; including \$800,000 for the Coal Avenue Commons Project, \$100,000 for Alleyway Projects and a \$600,000 Grant Agreement for the alleyway between Second and Third Streets. She explained how the City was able to obtain the additional funding with the help of Daniel Gutierrez, State Mainstreet Director.

Councilor Piano made a motion approve Resolution No. R2023-9. Seconded by Councilor Palochak. Roll call: Piano, Palochak, Schaaf, Garcia and Mayor Bonaguidi all voted yes.

Presented to the Mayor and Councilors were the following Discussion / Action Topics:

- 1. Resolution No. R2023-10; Economic Development Week – Michael Sage, Deputy Director, Greater Gallup Economic Development Corporation**

Mr. Sage presented the proposed resolution to recognize National Economic Development Week starting May 8th through May 13th, including a number of events to promote economic development and inform and highlight the importance of economic

MINUTES

Regular City Council Meeting – 05/09/2023

Page 3

development. Mr. Sage acknowledged economic developers such as Gallup MainStreet, City of Gallup staff, Business Improvement District (BID), the Northwest New Mexico Council of Governments and all other partners. He also provided a website listing of scheduled activities.

Councilor Palochak made a motion to approve Resolution No. R2023-10. Seconded by Councilor Schaaf. Roll call: Councilors Palochak, Schaaf, Piano, Garcia and Mayor Bonaguidi all voted yes.

2. Public Hearing: Wholesaler Liquor Location Application Submitted by Premier Distributing Co. LLC – David Eason, City Attorney

Mr. Eason stated Premier Distributing Company, LLC (Premier) submitted a Wholesaler Liquor Location Application to the State's Regulation and Licensing Department on January 20, 2023 seeking approval for the issuance of a new Wholesaler Liquor License to Premier for the licensed premises at 3534 Sanostee Drive, Gallup NM, which is currently in use as a liquor wholesaler location and was submitted due to a change in ownership or control, in accordance with NMSA 1978 60-B-6C. Mr. Eason said the Director of the Alcoholic Beverage Control Division reviewed and granted preliminary approval on or around March 9, 2023 and notification of preliminary approval was received by the City Clerk on March 23, 2023. He explained the matter is brought to Council for a quasi-judicial hearing on whether the Department should approve or disapprove the application, noting additional standards according to NMSA 1978 60-6B-4F in which the issuance or transfer of a license can be disapproved based on location violations, zoning violations and public health and safety. Staff has determined there is no violation with regard to the location; therefore, the application can only be denied based on the public's health and safety.

Mayor Bonaguidi announced the public hearing regarding the application for Premier Distributing Company, LLC for issuance of a Wholesaler Liquor License to conduct business at 3534 Sanostee Drive, Gallup, New Mexico and the procedural process for the public hearing permissible by law. He asked if there was testimony to be presented either for or against the application. There were none.

Mr. Eason explained no testimony is required by the applicant since there is no opposition to the issuance of the license.

Councilor Schaaf made the motion to approve the Wholesaler Liquor Location Application. Seconded by Councilor Palochak. Roll call: Councilors Schaaf, Palochak, Piano, Garcia and Mayor Bonaguidi all voted yes.

MINUTES

Regular City Council Meeting – 05/09/2023

Page 4

- 3. Request for Street and Parking Lot Closures for the Gallup Lions Club Rodeo Parade, Barbeque and Related Events to be Held on Saturday, June 10, 2023 – Roxana Yazzie, Gallup Lions Club**

Ms. Yazzie presented the proposed street closures for their 73rd Annual Parade on Aztec Ave from 8th Street to Puerco Drive and parking lot closures of the northern parking lots of Courthouse Square, closure of Aztec Avenue from Washington Federal's driveway to 2nd Street and the Gallup Joint Utilities/Children's Library for their annual events including barbecue and Battle of the Bands on June 10, 2023. She said they intend to end their event by 5:00 pm in preparation for other events scheduled that evening.

Discussion followed regarding past events, specific locations of the Battle of the Bands, booths and barbecue, clarification with regard to closures at Washington Federal, anticipated timeframe of the parade and registration details.

Councilor Palochak made a motion to approve the street and parking lot closures, as presented. Seconded by Councilor Schaaf. Roll call: Councilors Palochak, Schaaf, Piano, Garcia and Mayor Bonaguidi all voted yes.

- 4. Request for Street and Parking Lot Closures and Request for Special Dispenser's Permit for the Annual Gallup Route 66 Freedom Ride, Flight and Cruise Event and Classic Car Show to be Held During the Last Weekend in July, 2023 – Francis Bee, Gallup Bid Executive Director**

Mr. Bee presented the request for the street and parking lot closures and the Special Dispenser Permit for the Annual Gallup Route 66 Freedom Ride Flight Cruise and Classic Car Show on July 29, 2023. He provided previous the year's attendance, anticipation for this year's events and he thanked the City for their support.

Discussion followed regarding the number of days included, details regarding scheduled events, parking concerns, promotional efforts and appreciation to all involved for the organization of the event.

Councilor Schaaf made a motion to approve the street and parking lot closures and the Special Dispenser's Permit. Seconded by Councilor Palochak. Roll call: Councilors Schaaf, Palochak, Piano, Garcia and Mayor Bonaguidi all voted yes.

- 5. Update of Finance Cash Control Policy – Patty Holland, Chief Financial Officer**

Ms. Holland presented the Council's request to change the City's cash policy, which includes the general fund minimum fund balance from 25% of expenditures to 20% of

MINUTES

Regular City Council Meeting – 05/09/2023

Page 5

expenditures. The change will allow for more flexibility with the upcoming budget and formalization of the operational policy to transfer unexpended general fund budget cash balance of up to \$2.5 million at the end of each fiscal year to the vehicle replacement fund and any additional funding beyond that into a capital improvement fund to help with future planning while segregating operational funding.

Discussion followed regarding the 5% amendment intended for capital or operational use, clarification regarding enterprise fund use of a cash on hand policy in comparison to utilization of a percentage amount for operational funding, state requirements, the importance of flexibility to accommodate large grants, any unforeseen funding issues and struggles paying for capital projects from the general fund.

Councilor Piano made a motion to update the Finance Cash Control Policy. Seconded by Councilor Schaaf. Roll call: Councilors Piano, Schaaf, Palochak, Garcia and Mayor Bonaguidi all voted yes.

6. Resolution No. R2023-8; Approving FY 2024 Preliminary Budget – Patty Holland, Chief Financial Officer

Ms. Holland presented the proposed Resolution for the FY 2024 Preliminary Budget, and, in accordance with the Department of Finance and Administration, will bring back to the Council for their approval the initial budget in June 2023. She provided a PowerPoint presentation highlighting updates in general fund regarding increases to property taxes and the school's contribution, a recap of all debt service funds and anticipated revenue as well as spending parameters for FY 2025. A copy of the PowerPoint presentation is attached hereto and made apart of these official minutes.

Discussion followed regarding additional changes from the previously held budget meetings, clarification regarding Fund 101 Expenditures for Red Rock Park, the difference in the revenue total in comparison to the expenditure total and departmental changes with regard to increases and decreases. Ms. Holland reminded the Council they have authority to log into the budget system which includes supplementary information.

Councilor Palochak made a motion to approve Resolution No. R2023-8. Seconded by Councilor Schaaf. Roll call: Councilors Palochak, Schaaf, Piano, Garcia and Mayor Bonaguidi all voted yes.

7. Budget Adjustment Approval for TIF Transfer – Patty Holland, Chief Financial Officer

MINUTES

Regular City Council Meeting – 05/09/2023

Page 6

Ms. Holland presented the proposed budget adjustment in the amount of \$17,305.32 in accordance with Resolution No. R2017-8 approving the Gallup Downtown Tax Increment Finance District which provides tax assessments exceeding the base year amount, set aside for future funding of redevelopment projects in the Downtown Overlay District.

Brief discussion followed regarding the accumulation of funding.

Councilor Schaaf made a motion to approve the budget transfer. Seconded by Councilor Piano. Roll call: Councilors Schaaf, Piano, Palochak, Garcia and Mayor Bonaguidi all voted yes.

Presented to the Mayor and Councilors was the following Information Item:

1. Tourism Office Update – Matt Robinson, Tourism and Marketing Manager and Emma Farley, Marketing and Project Coordinator

Mr. Robinson provided details regarding Ms. Farley's experience and the value she's added to the department.

Ms. Farley provided information regarding her history, experience and passion for the City, in addition to a list of in-progress projects.

Mr. Robinson provided a brief history of his experience, lodger's tax overview, lodger's tax across New Mexico cities, marketing priorities, print and web ads, updates and available amenities on the visitgallup.com website. He also provided information regarding Gallup Airport revitalization efforts, community outreach and partnerships initiatives and plans for future projects.

Discussion followed regarding the promotion of calendar events, specific partner referral increases, requested partnerships with the Navajo Nation as well as Adventure Gallup and Beyond and web traffic.

Tammy Parker, Community & Housing Program Manager, announced a Downtown Clean-up event on Sunday, May 21, 2023, to be hosted by the McKinley Leadership Program.

Comments by the Public on Non-Agenda Items

None

MINUTES

Regular City Council Meeting – 05/09/2023

Page 7

Comments by Mayor and Council

Mayor Bonaguidi mentioned a well-attended meeting held last night, kicking off Economic Development Week and said another meeting was held earlier in the day at the Courthouse Annex including presentations provided by entrepreneurs interested in the area.

Councilor Palochak also attended the meetings held as part of Economic Development Week. She encouraged everyone to attend the Run for the Wall event at Red Rock Park. She also mentioned participation along Historic Highway Route 66 demonstrating the U.S. Flag and mentioned an Art Fair she attended at the Larry Brian Mitchell Center.

Councilor Garcia announced Solid Waste's 13th Annual Clean-up initiative, her support of Run for the Wall and Gallup Lions Club. She thanked everyone for their thoughts, prayers and condolences after the recent passing of her husband.

Councilor Schaaf said he attended a recent event at Gallup McKinley County School's Central Office organized by Miyamura Business students who presented impressive projects regarding different aspects of business and thanked all City employees for all they do.

Councilor Piano announced upcoming events including a UNM Job Fair, Cinderella Play at the El Morro Theatre, Craft Sale at Rio West Mall, ArtsCrawl and Mother's Day. She also applauded Big Brothers / Big Sisters for a successful bowling event held last weekend in support of youth mentoring and thanked everyone who helped facilitate the event.

Comments by the City Manager and City Attorney

None.

There being no further business, Councilor Schaaf made a motion to adjourn. Seconded by Councilor Palochak. All Council members voted in the affirmative.



ATTEST:


Alicia Palacios, Deputy City Clerk


Louie Bonaguidi, Mayor