

AGENDA

GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, FEBRUARY 23, 2016; 6:00 P.M. CITY COUNCIL CHAMBERS

Jackie McKinney, Mayor

Linda Garcia
Councilor, District #1

Allan Landavazo
Councilor, District #2

Yogash Kumar
Councilor, District #3

Fran Palochak
Councilor, District #4

Maryann Ustick, City Manager
George Kozeliski, City Attorney

A. Pledge of Allegiance

B. Roll Call

C. Approval of Minutes

Regular Meeting of February 9, 2016

D. Discussion/Action Topics

1. Discussion Only: Update on the 2016 New Mexico Legislative Session – State Representative Patty Lundstrom
2. Fiscal Year 2015 Audit Report – Patty Holland, Chief Financial Officer
3. Ordinance No. C2016-2; An Ordinance Repealing the City of Gallup's Current Pawnbrokers Ordinance In Its Entirety and Enacting a New Pawnbrokers Ordinance – George Kozeliski, City Attorney
4. Ordinance No. C2016-3; An Ordinance Repealing the City of Gallup's Current Taxicab Ordinance In Its Entirety and Enacting a New Taxicab Ordinance – George Kozeliski, City Attorney
5. Approval of Contract with New Mexico High School and Junior High School Rodeo Associations to Host the 2016 State Championships, May 25-30, 2016 – George Kozeliski, City Attorney

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Discussion/Action Topics, continued

6. Extension of the Agreement with Na’Nizhoozhi Center, Inc. (NCI) for Administration and Operation of the Detox Center – George Kozeliski, City Attorney
 7. Resolution No. R2016-17; Recreational Trails Program (RTP) Grant Application – Clyde (C.B.) Strain, Planning Director
 8. Curbside Recycling Program – Vince Tovar, Director, Gallup Water and Sanitation Department
- E. Motion to Adjourn Into Closed Session for the Purpose of Discussing Threatened or Pending Litigation Regarding Reach 13 of the Navajo Gallup Water Supply Project, Formal Bid No. 1402, (KBK Construction and Western Surety Company), Pursuant to §10-15-1-H(7) NMSA 1978 Comp. (as revised)**
- F. Motion to Reconvene Regular Meeting**
- G. Certification for the Record of the Matters Discussed During the Closed Session**
- H. Comments by Public on Non-Agenda Items**
- I. Comments by Mayor and City Councilors**
- J. Comments by City Manager and City Attorney**
- K. Motion to Adjourn**

Auxiliary aides for the disabled are available upon request. Please contact Alfred Abeita, City Clerk, at 863-1254 at least one (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.

Minutes

Regular Meeting of February 9, 2016

Minutes of the Regular Meeting of the Gallup City Council, City of Gallup, New Mexico, held in the Council Chambers at City Hall, 110 West Aztec Avenue, at 6:00 p.m. on Tuesday, February 9, 2016.

The meeting was called to order by Mayor Jackie McKinney.

Upon roll call, the following were present:

Mayor:	Jackie McKinney
Councilors:	Linda Garcia Allan Landavazo Fran Palochak
Absent:	Yogash Kumar, Councilor
Also present:	Maryann Ustick, City Manager

Mayor McKinney said Councilor Kumar's absence shall be recorded as an excused absence.

Presented to the Mayor and Councilors were the Minutes of the Special and Regular Meetings of January 26, 2016.

Councilor Palochak made the motion to approve the aforementioned Minutes. Seconded by Councilor Garcia. Roll call: Councilors Palochak, Garcia, Landavazo, and Mayor McKinney all voted yes.

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

1. Resolution No. R2016-11; A Resolution Naming the Playground and Park for the Patton, South Fork, Red Hills and Rocky View Neighborhoods – Alfred Abeita, City Clerk

Mr. Abeita reminded the Mayor and Councilors of the donation of land to the City by Joe and Christine DiGregorio for the purpose of constructing a playground and park at Basilio Drive and Clay Street. The City would like to express its appreciation to the DiGregorio family by naming the playground and park, the "Oliva Park at Basilio Drive," in accordance with the family's preference.

On behalf of the City, Mayor McKinney thanked the DiGregorio family for their generous donation.

Councilor Landavazo made the motion to approve Resolution No. R2016-11. Seconded by Councilor Garcia. Roll call: Councilors Landavazo, Garcia, Palochak, and Mayor McKinney all voted yes.

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2. Resolution No. R2016-12; Acceptance of Legislative Appropriation 15-0806 for the Oliva Park at Basilio Drive Construction Project – Stan Henderson, Public Works Director

Mr. Henderson said the proposed Resolution would authorize the acceptance of \$60,000 of the 2015 State re-appropriation for the project. There are no matching funds required by the City.

Councilor Palochak made the motion to approve Resolution No. R2016-12. Seconded by Councilor Landavazo. Roll call: Councilor Palochak, Landavazo, Garcia, and Mayor McKinney all voted yes.

3. Resolution No. R2016-13; Acceptance of Legislative Appropriation 15-0807 for the Oliva Park at Basilio Drive Construction Project – Stan Henderson, Public Works Director

Mr. Henderson said the proposed Resolution would authorize the acceptance of \$100,000 of the 2015 State re-appropriation for the project. There are no matching funds required by the City; however, there is still a project shortfall of over \$85,000.

Councilor Landavazo thanked the legislators for their work in appropriating funds for the project. He also commended Matt Herriman for advocating the need for the park as well as safe routes to school for children in the Rocky View area. Councilor Landavazo also commended Mr. Henderson, George Kozeliski, City Attorney, and Vince Alonzo, Parks and Recreation Director, for their work towards the project.

Mayor McKinney said State Senator John Pinto and State Representative Patty Lundstrom have allocated \$25,000 each for the project, which is subject to approval during this year's legislative session.

Councilor Garcia made the motion to approve Resolution No. R2016-13. Seconded by Councilor Palochak. Roll call: Councilors Garcia, Palochak, Landavazo, and Mayor McKinney all voted yes.

4. Resolution No. R2016-14; Acceptance of Legislative Appropriation 15-1134 for New Skate Board Park Construction Project – Stan Henderson, Public Works Director

Mr. Henderson said the proposed Resolution would authorize the acceptance of \$50,000 of the 2015 State re-appropriation for the project. There are no matching funds required by the City; however, there is a project shortfall of over \$400,000. City staff is

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working with the Southwest Indian Foundation (SWIF) to raise private donations for the project. There is also a proposed allocation of about \$200,000 for the project during this year's legislative session, which is subject to approval.

Councilor Garcia thanked Mr. Henderson for his work toward the project and Ms. Ustick for working with the local skateboarders to obtain their input on the project. Councilor Garcia stressed the need for commencement of the project.

Mayor McKinney said the City applied for grants with the Tony Hawk Foundation and SWIF has committed \$50,000 in addition to their fund raising efforts. Mayor McKinney clarified this year's proposed legislative appropriations for the project as follows: \$150,000 from State Representative Lundstrom, \$25,000 from State Representative Wonda Johnson, \$10,000 from State Senator Pinto and \$10,000 from State Senator Benny Shendo, for a total appropriation of \$195,000.

Councilor Garcia made the motion to approve Resolution No. R2016-14. Seconded by Councilor Palochak. Roll call: Councilors Garcia, Palochak, Landavazo, and Mayor McKinney all voted yes.

5. Approval and Acceptance of the Local Liquor Excise Tax Accountability Report for 4th Quarter and Calendar Year 2015 – Debra Martinez, McKinley County DWI Director

Ms. Martinez presented the fourth quarter and final year reports for calendar year 2015 for the Mayor and Councilors' approval. Although liquor excise tax funds are allocated by fiscal year, state law requires the report to be submitted by calendar year.

Discussion followed concerning the liquor excise tax funds that were allocated to non-profit organizations through the Request For Proposal (RFP) process during Fiscal Year 2015.

Councilor Palochak made the motion to approve and accept the Local Liquor Excise Tax Accountability Report for the fourth quarter and calendar year 2015. Seconded by Councilor Landavazo. Roll call: Councilors Palochak, Landavazo, Garcia, and Mayor McKinney all voted yes.

6. Appointments to the Gallup Sports and Youth Commission – Mayor Jackie McKinney

Mayor McKinney said all of the terms of the previous members of the Commission have expired. He asked for the Councilors approval to appoint the following individuals to the

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Commission: Gary Schuster, Gallup McKinley County Schools; Kelly Mortensen, Gallup Youth Soccer League; Glen Benefield, Tony Dorsett Football League; Denise Parra, Gallup Youth Basketball League; Kevin Menapace, Gallup Amateur Baseball/Softball; Sheila Silva, Gallup Adult Baseball/Softball; Gloria Saucedo, Gallup Old Timers Softball; Marc DePauli, Member at Large; Kenny Carabajal, Member at Large; and Vince Alonzo, Member at Large. Markos Chavez, representing the Gallup Adult Soccer League, was originally considered for appointment; however, Mr. Chavez is unable to serve on the Commission. Mayor McKinney said the new appointments will provide representation for all youth and adult leagues in Gallup.

Discussion followed concerning the meeting times of the Commission and the duties and the responsibilities of the Commission, which will be reviewed in the future.

Councilor Palochak made the motion to approve the appointments to the Gallup Sports and Youth Commission as presented. Seconded by Councilor Garcia. Roll call: Councilors Palochak, Garcia, Landavazo, and Mayor McKinney all voted yes.

7. Acceptance of an Easement from Dorian Collins for Reach 27.6, Project #6 of the Navajo Gallup Water Supply Project – Vince Tovar, Director, Gallup Water and Sanitation Department

Mr. Tovar said the City is continuing to obtain easements on the north side of the city for the eastern reach of the Navajo Gallup Water Supply Project (NGWSP). He recommended acceptance of the easement.

Councilor Landavazo made the motion to accept the easement from Dorian Collins for Reach 27.6, Project #6 of the Navajo Gallup Water Supply Project. Seconded by Councilor Palochak. Roll call: Councilors Landavazo, Palochak, Garcia, and Mayor McKinney all voted yes.

8. Approval of Easement Agreement with Dallago Corporation and Acceptance of an Easement from Dallago Corporation for Reach 27.6, Project #6 of the Navajo Gallup Water Supply Project – Vince Tovar, Director, Gallup Water and Sanitation Department

Mr. Tovar said the subject area is in the vicinity of the Juvenile Detention Center. This easement is the final easement needed to be obtained by the City for the eastern reach of the NGWSP.

Mayor McKinney said the proposed Easement Agreement requires the City to provide two water tees to Dallago Corporation when the line is constructed.

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Councilor Palochak made the motion to approve the Easement Agreement with Dallago Corporation and to accept the easement from Dallago Corporation for Reach 27.6, Project #6 of the Navajo Gallup Water Supply Project. Seconded by Councilor Garcia. Roll call: Councilors Palochak, Garcia, Landavazo, and Mayor McKinney all voted yes.

9. Resolution No. R2016-15; Approving Submission of a Bureau of Reclamation Grant Application for the Gallup/NGWSP "Water Commons" Drought Contingency Plan – Vince Tovar, Director, Gallup Water and Sanitation Department

Mr. Tovar said the total cost of the program is estimated to be \$57,500. If awarded, the Bureau of Reclamation grant will provide \$25,000 towards the program cost and will require \$30,000 in matching funds from the Water Department budget plus \$2,500 in-kind staff time.

Councilor Landavazo made the motion to approve Resolution No. R2016-15. Seconded by Councilor Garcia. Roll call: Councilors Landavazo, Garcia, Palochak, and Mayor McKinney all voted yes.

10. Budget Adjustment for Professional and Legal Services for the G-22 Water Rights Acquisition – Vince Tovar, Director, Gallup Water and Sanitation Department

Mr. Tovar said the State Engineer's Office has upheld the protestants motions for surrebuttal and their requests to move critical hearings to December 2016. The City and its attorneys have tried to expedite this matter and have lost all motions. As a result of the delays, there are increased costs for continuing discovery and depositions taken on the matter in which the City must match. Mr. Tovar requested approval of the proposed budget adjustment in the amount of \$250,000 to fund the City's strategy in the process.

Councilor Landavazo made the motion to approve the budget adjustment for professional and legal services for the G-22 Water Rights Acquisition. Seconded by Councilor Garcia. Roll call: Councilors Landavazo, Garcia, Palochak, and Mayor McKinney all voted yes.

11. Resolution R2016-16; A Resolution Approving the Growth Management Master Plan 2016 Update for the City of Gallup – Clyde (C.B.) Strain, Planning Director and Steve Burstein, Architectural Research Consultants, Inc.

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Mr. Strain said the proposed Growth Management Master Plan (GMMP) Update has been reviewed extensively by the Planning and Zoning Commission. The City Council also reviewed the proposed GMMP Update and based on discussion at the January 26, 2016 Work Session, the following items have been addressed: Walmart's employment data has been updated and the proposed public referendum on an indoor arena will be removed from the final version of the Update. The reference to the program that was established to demolish derelict housing will also be updated to reflect the City's current Clean and Lien Program. The proposed GMMP Update will also bring the City into compliance with the Community Development Block Grant (CDBG) Rules and Regulations enabling the City to be eligible for CDBG funding.

Councilor Landavazo commended Mr. Strain and all who were involved in the preparing the GMMP Update.

Councilor Palochak made the motion to approve Resolution No. R2016-16. Seconded by Councilor Garcia. Roll call: Councilors Palochak, Garcia, Landavazo, and Mayor McKinney all voted yes.

Comments by Public on Non-Agenda Items

None.

Comments by Mayor and City Councilors

Councilor Garcia congratulated Captain Franklin Boyd of the Gallup Police Department for his recent promotion.

Councilor Palochak commended the Electric Department for their work in repairing 236 street lights during the month of January. She also invited everyone to her Neighborhood Meetings which will be held on Thursday, February 11, 2016 at Stagecoach Elementary School and Thursday, February 18, 2016 at Tobe Turpen Elementary School. Both meetings will begin at 6:00 p.m. As a committee member for Relay for Life, Councilor Palochak also encouraged everyone to participate by forming teams for this year's event.

Since Mr. Herriman was not present for Councilor Landavazo's comments under Discussion/Action Topic #3, Councilor Landavazo commended Mr. Herriman for his work in the Rocky View Elementary School area. Councilor Landavazo said Mr. Herriman and his family are prime examples of those who believe in Gallup and give back to the community.

Mayor McKinney congratulated Ms. Ustick, Patty Holland, Chief Financial Officer, the City's Finance Department staff and the City's department directors for their work in

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successfully completing the City's Fiscal Year (FY) 2015 Audit. Mayor McKinney said the City received an unqualified opinion, which is the best opinion that can be achieved on its financial statements. Mayor McKinney also commended the Gallup Housing Authority, a component unit of the City, for the vast improvements made to address fraud and other serious financial issues. The Gallup Housing Authority received a qualified opinion in the FY 2015 Audit.

Comments by City Manager

Ms. Ustick also commended Ms. Holland and her staff for their work in the FY 2015 Audit. A presentation on the FY 2015 Audit will be made at the February 23, 2016 Regular Council Meeting. Ms. Ustick also said the Cecil Garcia Fitness Center is closed this week for annual maintenance. As an alternative, the public may use the Larry Brian Mitchell Recreation Center, the Harold Runnels Athletic Facility and the Aquatic Center. Ms. Ustick announced that the purchase order has been issued for the \$100,000 grant from the State to fund the improvements for El Morro Theater.

Mayor McKinney welcomed Mr. Burstein who arrived late at the meeting due to a scheduling conflict. Mayor McKinney commended Mr. Burstein for his work on the GMMP Update.

There being no further business, Councilor Palochak made the motion to adjourn the meeting. Seconded by Councilor Garcia. Roll call: Councilors Palochak, Garcia, Landavazo, and Mayor McKinney all voted yes.

Jackie McKinney, Mayor

ATTEST:

Alfred Abeita II, City Clerk

Discussion/Action Topic 1

Discussion Only:

Update on the 2016 New Mexico Legislative Session

State Representative Patty Lundstrom

(No backup documentation)

Discussion/Action Topic 2

Fiscal Year 2015 Audit Report

Patty Holland, Chief Financial Officer



**CITY OF
GALLUP**

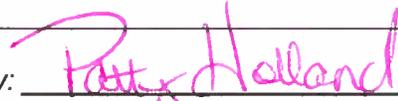
COUNCIL STAFF SUMMARY FORM

MEETING DATE: February 23, 2016

SUBJECT: 2015 Audit
DEPT. OF ORIGIN: Finance
DATE SUBMITTED: February 19, 2016
SUBMITTED BY: Patty Holland

Summary: Each year the City of Gallup undergoes an audit as required by New Mexico law. The Kubiak Melton & Associates, LLC conducted the audit. As required the audit has been filed with the Office of the New Mexico State Auditor who has approved the audit report for release. We are proud to announce that the City of Gallup has an unmodified report which is the best type of report issued.

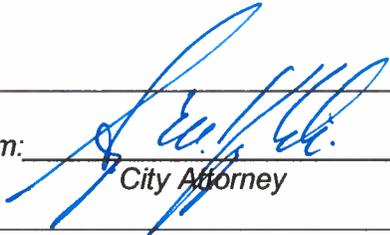
Fiscal Impact:

Reviewed By: 
Finance Department

The services of conducting the audit are part of the general fund budget process. Presentation of the report has no further fiscal impact.

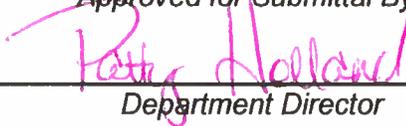
Attachments: Independent Auditors' Report.

Legal Review:

Approved As To Form: 
City Attorney

Recommendation: Staff recommends acceptance of the Audit Report.

Approved for Submittal By:


Department Director

City Manager

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COUNCIL ACTION TAKEN**

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved: _____ Denied: _____
Other: _____ File: _____



INDEPENDENT AUDITORS' REPORT

Honorable Tim Keller
New Mexico State Auditor
Santa Fe, New Mexico
and
To the Honorable Mayor and City Council
City of Gallup
Gallup, New Mexico

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund the aggregate remaining fund information, and the budgetary comparisons for the General Fund of the City of Gallup, New Mexico (the City) as of and for the year ended June 30, 2015, and the related notes to the financial statements which collectively comprise the City's basic financial statements as listed in the table of contents. We also have audited the financial statements of each of the City's nonmajor governmental funds, nonmajor enterprise funds, and the budgetary comparisons for the capital projects funds, and all nonmajor funds presented as supplementary information, as defined by the Government Accounting Standards Board, in the accompanying combining and individual fund financial statements as of and for the year ended June 30, 2015, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion on Governmental activities and Business-type Activities

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and the aggregate remaining fund information of the City of Gallup, as of June 30, 2015, and the respective changes in financial position and where applicable, cash flows thereof and the respective budgetary comparisons for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America. In addition, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each nonmajor governmental fund as of June 30, 2015, and the respective changes in financial position, thereof and the respective budgetary comparisons for the major capital projects fund, and all nonmajor funds for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Qualified Opinion on the Discretely Presented Component Unit

As a result of the numerous material weaknesses in the internal control structure of the Authority and the suspected fraud perpetrated at the Authority in prior years, the Authority's opening accounting records are inadequate to substantiate the account balances for revenues, expenses, and capital assets presented in the previous financial statements. There is insufficient evidence available to determine that the beginning account balances and the Previous Cash balances were properly reconciled. As a result we can't properly verify that the beginning balances for the year ending June 30, 2015 were correct.

Qualified Opinion Discretely Presented Component Unit

In our opinion, except for the possible effects of the matters described in the "Basis for Qualified Opinion on the Discretely Presented Component Unit" paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the discretely presented component unit, as of June 30, 2015, and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. In addition, in our opinion, except for the possible effects of the matters described in the "Basis for Qualified Opinion" paragraph, the financial statements referred to above present fairly, in all material respects, the budgetary comparison of the District for the year ended June 30, 2015, in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information:

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the City's financial statements, the combining and individual fund financial statements, and the budgetary comparisons. The Schedule of Expenditures of Federal Awards as required by Office of Management and Budget Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations, the introductory section, Supporting Schedules, and Required Supplementary Information I through XII required by Section 2.2.2 NMAC and the U.S. Department of Housing and Urban Development are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Schedule of Expenditures of Federal Awards, Supporting Schedules, and Required Supplementary Information I through XII required by Section 2.2.2 NMAC are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with the auditing standards generally accepted in the United States of America.

In our opinion, the Schedule of Expenditures of Federal Awards, Supporting Schedules, and Required Supplementary Information I through XII required by Section 2.2.2 NMAC are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated November 10, 2015 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City's internal control over financial reporting and compliance.

Kubiak Melton & Associates, LLC

Kubiak Melton & Associates, LLC
Auditors – Business Consultants - CPAs
Albuquerque, New Mexico
November 10, 2015

Discussion/Action Topic 3

Ordinance No. C2016-2;

**An Ordinance Repealing the City of Gallup's Current Pawnbrokers
Ordinance In Its Entirety and Enacting a New Pawnbrokers Ordinance**

George Kozeliski, City Attorney



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: February 23, 2016

SUBJECT: Pawnbrokers Ordinance
DEPT. OF ORIGIN: City Attorney's Office
DATE SUBMITTED: SUBMITTED BY: George W. Kozeliski, City Attorney

Summary: The City's pawnbroker's ordinance dates back to 1961. The State of New Mexico and United States consumer protection agencies have totally taken over the procedures for loans, interest rates, and regulation of this business. The proposed changes merely allow pawnbrokers to operate in Gallup by paying the standard \$250 annually and complying with State and Federal regulations.

Fiscal Impact: None

Reviewed By: Patty Holland
Finance Department

Attachments: Proposed Ordinance

Legal Review: Drafted by City Attorney with input from City Clerk

Approved As To Form: [Signature]
City Attorney

Recommendation: Approve the proposed ordinance

Approved for Submittal By:

[Signature]
Department Director
[Signature]
City Manager

CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved: _____ Denied: _____
Other: _____ File: _____

ORDINANCE NO. C2016- 2

**AN ORDINANCE REPEALING THE CITY OF GALLUP'S CURRENT
PAWNBROKERS ORDINANCE IN ITS ENTIRETY AND ENACTING A NEW
PAWNBROKERS ORDINANCE**

WHEREAS, the present pawnbrokers ordinance was adopted in 1961 and has been amended from time to time since that date; and,

WHEREAS, the State of New Mexico and the United States of America have enacted rules and regulations over the past years regarding this subject matter to any local enforcement has little or no effect.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GALLUP THAT:

The present Pawnbrokers Ordinance §3-5-1 through §3-5-9, is repealed and the following is enacted:

3-5-1: DEFINITIONS

As used in this ordinance:

- A. "pawnbroker" means a person engaged in the business of making pawn transactions;
- B. "person" means an individual, partnership, corporation, joint venture, trust, association or any other legal entity however organized.

3-5-2: STANDARDS:

All pawnbrokers who are engaged in such business operated within the city shall comply with the Pawnbrokers Act of the state of New Mexico and all regulations thereunder

3-5-3: FEE FOR LICENSE:

Every person establishing, carrying on or conducting the business of pawnbroker shall pay an annual license fee of two hundred fifty dollars (\$250.00), which said license shall be payable annually in advance, and shall expire on June 30 next succeeding. Any license first obtained after January 1 of any year shall be issued at one-half ($\frac{1}{2}$) the license fee above provided, and shall expire on June 30 next succeeding. A licensee under this chapter shall pay occupation tax as provided in this code.

3-5-4: PENALTY:

Any person violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor and subject to penalty as provided in section 1-4-1 of this code.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GALLUP, NEW MEXICO, that:

This ordinance shall become effective after its passage and publication by title and summary as provided by law.

PASSED, ADOPTED AND APPROVED THIS ___ DAY OF FEBRUARY, 2016.

CITY OF GALLUP

BY: _____
Jackie D. McKinney, Mayor

ATTEST:

Alfred Abeita, City Clerk

Discussion/Action Topic 4

Ordinance No. C2016-3;
An Ordinance Repealing the City of Gallup's Current Taxicab Ordinance
In Its Entirety and Enacting a New Taxicab Ordinance

George Kozeliski, City Attorney



CITY OF GALLUP

COUNCIL STAFF SUMMARY FORM

MEETING DATE: February 23, 2016

SUBJECT: Taxicab Ordinance
DEPT. OF ORIGIN: City Attorney's Office
DATE SUBMITTED: SUBMITTED BY: George W. Kozeliski, City Attorney

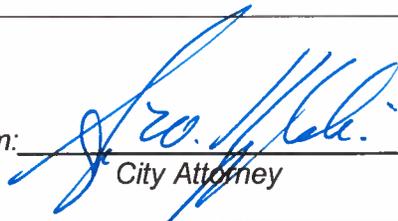
Summary: The City's taxicab ordinance dates back to 1962. The State of New Mexico has enacted rules and regulations for taxicabs. With the advent of UBER and other such taxi-type services being allowed under, what is continually changing, State rules and regulations, the proposed changes would allow someone in this type of service industry to operate in Gallup by paying the standard \$50 annual fee and complying with whatever State and/or Federal regulations are in effect at any one time.

Fiscal Impact: None

Reviewed By: 
Finance Department

Attachments: Proposed Ordinance

Legal Review: Drafted by City Attorney with input from City Clerk

Approved As To Form: 
City Attorney

Recommendation: Approve the proposed ordinance

Approved for Submittal By:


Department Director

City Manager

CITY CLERK'S USE ONLY COUNCIL ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved: _____ Denied: _____
Other: _____ File: _____

ORDINANCE NO. C2016- 3

AN ORDINANCE REPEALING THE CITY OF GALLUP'S CURRENT TAXICAB ORDINANCE IN ITS ENTIRETY AND ENACTING A NEW TAXICAB ORDINANCE

WHEREAS, the present Taxicab ordinance was adopted and became effective in 1962; and,

WHEREAS, the State of New Mexico has enacted rules and regulations over the past years regarding this subject matter to any local enforcement rules and regulations have little or no effect.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GALLUP THAT:

The present Taxicab Ordinance §3-8-1 through §3-8-4, is repealed and the following is enacted:

3-8-1 DEFINED:

For the purpose of this chapter, "taxicab" shall be defined as including any and all vehicles maintained and operated in the business of transportation for a municipal taxicab service" means a taxicab service that deploys vehicles at all times of the day and year as defined by the Motor Carrier Act of the State of New Mexico.

3-8-2 RULES AND STANDARDS:

All taxicabs operated within the city shall comply with the Motor Carrier Act of the state of New Mexico and all regulations thereunder.

3-8-3 FEES AND LICENSES:

All taxicabs operating with the city shall pay an annual license fee of fifty dollars (\$50.00).

3-8-4 PENALTY:

Any person or entity violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor and subject to penalty as provided in section 1-4-1 of this code.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GALLUP, NEW MEXICO, that:

This ordinance shall become effective after its passage and publication by title and summary as provided by law.

PASSED, ADOPTED AND APPROVED THIS _____ DAY OF FEBRUARY, 2016.

CITY OF GALLUP

BY: _____
Jackie D. McKinney, Mayor

ATTEST:

Alfred Abeita, City Clerk

Discussion/Action Topic 5

**Approval of Contract with New Mexico High School and Junior High
School Rodeo Associations to Host the 2016 State Championships,
May 25-30, 2016**

George Kozeliski, City Attorney



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: February 23, 2016

SUBJECT: Agreement to Host New Mexico High School and Junior High School State Championship rodeos.
DEPT. OF ORIGIN: City Attorney's Office
DATE SUBMITTED: **SUBMITTED BY:** George W. Kozeliski, City Attorney

Summary: The City bid on, and has been awarded, the State Championships for both High School rodeo and Junior High School rodeos. The attached agreement sets out the terms for hosting the rodeos. These are combined events and will be hosted Memorial Day weekend at Red Rock Park.

Fiscal Impact: Use of up to \$50,000 in Lodgers' Tax. Income will flow to City for RV hookups and Stall rentals.

Reviewed By: _____

Patty Helland
Finance Department

Attachments: Proposed Agreement

Legal Review: Negotiated by City Attorney

Approved As To Form: _____

G. W. Kozeliski
City Attorney

Recommendation: Approve the Agreement already signed by High School and Junior High School Rodeo presidents.

Approved for Submittal By: _____

G. W. Kozeliski
Department Director

[Signature]
City Manager

CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN

Resolution No. _____	Continued To: _____
Ordinance No. _____	Referred To: _____
Approved: _____	Denied: _____
Other: _____	File: _____

Agreement

Between The City of Gallup, New Mexico High School Rodeo Association (NMHSRA) and New Mexico Junior High Rodeo Association (NMJHRA)

THIS AGREEMENT is made and entered into by and between the City of Gallup, a New Mexico Municipal Corporation, hereinafter referred to as “Gallup”, and the New Mexico High School Rodeo Association, hereinafter referred to as “NMHSRA”, and also the New Mexico Junior High Rodeo Association, hereinafter referred to “NMJHRA”.

A. PURPOSE:

The purpose of this agreement is to co-sponsor and assist in the production of the New Mexico High School Finals Rodeo, and the New Mexico Junior High Rodeo Finals which will be held at Red Rock Park in Gallup, New Mexico from May 25 through May 30, 2016.

B. STATEMENT OF MUTUAL BENEFIT AND INTEREST:

- ❖ Gallup wishes to co-sponsor, support and promoting the love of good horsemanship, promoting rodeos (youth, amateur and professional), shows and horsemanship contests for the welfare and benefit of the citizens of Gallup and McKinley County.
- ❖ The NMHSRA and NMJHRA were founded on two principles: to encourage youth to stay in school and to promote the highest type of conduct and sportsmanship.
- ❖ The mutual benefit and interest between Gallup, NMHSRA and NMJHRA to serve New Mexico High School Students and their families by supporting a top of the line State Rodeo Finals and create opportunities for New Mexico High School and New Mexico Junior High students and to grow the organization and enrich the state as a whole.

C. CITY’S RESPONSIBILITIES:

City of Gallup agrees to provide the following as its part for co-sponsorship of the combined High School and Junior High School state championship rodeos.

1. Red Rock Park, including arenas, RV spots, horse stalls, concession stand, convention center, rodeo offices, and all other facilities necessary for conducting the rodeo.
2. Security through the Gallup Police Department and ambulance and EMT's through the Gallup Fire Department
3. Following is a detailed list of what will be provided by City at Red Rock Park:
 - 438 - 10'x 10' horse stalls
 - 262 RV camp sites with 30 amps. Electric service and water
 - 350 dry camping sites
 - 6,000 seat arena with lights
 - Electronic timing and scoreboard
 - 11,000 sq. ft. convention center
 - Livestock holding areas
 - Rodeo office
 - Three (3) other offices as needed
 - Concession stands with concessionaire
 - Ground crew personnel for electrical, sound and grooming of arena
4. Up to \$25,000 in lodgers' tax funds for advertising and program production.
5. Up to \$25,000 for payment of the announcer, judges, rodeo secretary, stock feed, barbeque, fajita contest and prizes
6. Free movie matinee at the historic El Morro Theater

D. New Mexico High School Rodeo Association and New Mexico Junior High Rodeo Association shall:

1. Provide funding over a one (1) year, revenue generated through sponsorship efforts that are consistent with the rules of the National High School Rodeo Association (NHSRA), over amount provided by Gallup and in accordance to a predetermined event budget.
2. Provide funding for Stock Contractor (rodeo, goat and cutting)
3. (NMHSRA will provide people to help coordinate running of each event).
4. Provide funding for Timers.
5. Provide coordination for Advertising, Program Production.

6. Provide all production and production support items necessary to conduct the New Mexico High School Rodeo Finals outside of the list supported Gallup. Provide all coordination and resources necessary for extra activities during events. Resources include but are not limited to awards breakfast.
7. Provide scheduled communication of event progress up to and during event.
8. The New Mexico High School Rodeo Association shall maintain fiscal records necessary for full accountability, follow generally accepted accounting principles, and account for all receipts and disbursements of funds transferred or expended pursuant to this agreement.

E. It is mutually understood and agreed by and between the parties that:

1. Co- Sponsored: City, NMHSRA and NMJHRA shall be co-sponsors of the State High School and Junior High Rodeo Finals.
2. Budget: A budget will be determined by NMHSRA and NMJHRA and City will provide up to \$50,000 as set out above.
3. Division of Income: City and NMHSRA and NMJHRA agree on the following rates for RV spaces and Horse Stalls, and that income from the same will be split 50% to City and 50% to NMHSRA and NMJHRA.

RV Rate:

Water & Electric \$20.00 per day

Water only \$15.00 per day

Primitive \$10.00 per day

Stall Rate:

Fully enclosed \$20.00 per day

Covered \$15.00 per day

Open \$10.00 per day

4. Modification: Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.
5. Termination: Prior to and no later than May 20, 2015, any party named below may terminate, in writing, this instrument in whole, or in part at any time before the date of expiration.
6. Commencement/Expiration Date: This instrument is executed as of the date of last signature and is effective through June 30, 2016. At which time it will expire unless extended.
7. Supersedes: This Agreement supersedes any and all contracts/agreements to this Agreement between Gallup and the NMHSRA and NMJHRA.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

New Mexico High School Rodeo Association



Jason Rice – President NMHSRA

2-15-16

Date

Attest: _____
Secretary

New Mexico Junior High Rodeo Association

Cody Harwell, President NMJHRA

Date

Attest: _____
Secretary

City of Gallup, New Mexico

Jackie McKinney, Mayor

Date

Attest: _____
Alfred Abeita, II, City Clerk

- at any time before the date of expiration.
6. Commencement/Expiration Date: This instrument is executed as of the date of last signature and is effective through June 30, 2016. At which time it will expire unless extended.
7. Supersedes: This Agreement supersedes any and all contracts/agreements to this Agreement between Gallup and the NMHSRA and NMJHRA.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

New Mexico High School Rodeo Association

Jason Rice – President NMHSRA

Date

Attest:

ary

Secret

New Mexico Junior High Rodeo Association

Cody Harwell

Cody Harwell, President NMJHRA

2/10/2014

Date

Attest: _____
Secretary

City of Gallup, New Mexico

Jackie McKinney, Mayor

Date

Discussion/Action Topic 6

**Extension of the Agreement with Na'Nizhoozhi Center, Inc. (NCI)
for Administration and Operation of the Detox Center**

George Kozeliski, City Attorney



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: February 23, 2016

SUBJECT: Extension of NCI Contract
DEPT. OF ORIGIN: City Attorney
DATE SUBMITTED: February 16, 2016
SUBMITTED BY: George W. Kozeliski, City Attorney

Summary: The emergency contract for operation of detox and shelter facility with NCI expires February 29, 2016. The Contract needs to be extended to June 30, 2016 to the end of the fiscal year.

Fiscal Impact: \$323,880 which hopefully the majority will come from Senator Udall and Senator Heinrich efforts to fund the facility. The Balance will come form LET funds or City general fund.

Reviewed By: Patty Holland
Finance Department

Attachments: Extension Agreement

Legal Review: **Approved As To Form:** [Signature]
City Attorney

Recommendation: Approval of 4 month extension of NCI contract

Approved for Submittal By:

[Signature]
Department Director

City Manager

CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved: _____ Denied: _____
Other: _____ File: _____



City Purchasing Division
Frances Rodriguez, Director

Contract Name: EMERGENCY SHELTER

City of Gallup, New Mexico
P.O. Box 1270
Gallup, New Mexico 87305

**Gallup Detoxification Center Administration and Operations Agreement and Agreement
for Emergency Shelter During Winter Months**

THIS AGREEMENT is made and entered into by and between the City of Gallup, New Mexico, hereinafter referred to as the "City" and Na'Nizhoozhi Center, Inc.(NCI) hereinafter referred to as the "Provider".

IT IS MUTUALLY AGREED BETWEEN THE PARTIES THAT THE FOLLOWING PROVISIONS OF THE ABOVE-REFERENCED AGREEMENT ARE AMENDED AS FOLLOWS:

1. With the terms of the Agreement expiring on February 29, 2016, the City hereby amends original agreement to extend term as follows.

TERM: Subject to the parties executing this amendment, term of this extension shall be for services to be provided as stated in original agreement for the period of March 1, 2016 thru June 30, 2016.

This written notification is required per Section 15.0 Amendment, whereas agreement may be amended by instrument in writing executed by the parties hereto.

Section 15.0 Amendment

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto

2. Please also provide updated insurance certificate(s) in conformance to original Agreement Section 19.0 Insurance:

Section 19.0 INSURANCE:

Provider shall provide and keep in force a certificate of insurance which shall be provided by the Program Coordinator in the maximum amount of liability exposure of the City under the New Mexico Tort Claims Act, Section 41-41 et. seq NMSA 1978 Comp. (revised) and includes statutory limits for commercial general liability including automotive/vehicle liability. Certificate evidencing the above shall be furnished to the City of Gallup with the City named as additional insured on all policies.

All other articles of this contract remain the same.

IN WITNESS WHEREOF, parties have executed this Agreement as of the date of signature by the City of Gallup, New Mexico, below or a specified date whichever is later.

Signed By: _____ Date: _____
Maryann Ustick
City of Gallup, New Mexico

Signed By: _____ Date: _____
Na’Nizhoozi Center, Inc. (NCI)

Name Printed or Typed

Discussion/Action Topic 7

Resolution No. R2016-17;
Recreational Trails Program (RTP) Grant Application

Clyde (C.B.) Strain, Planning Director



COUNCIL STAFF SUMMARY FORM

MEETING DATE: February 23, 2016

SUBJECT: Resolution No. R2016-Recreational Trails Program (RTP) Grant Application
DEPT. OF ORIGIN: Planning Department
DATE SUBMITTED: February 18, 2016
SUBMITTED BY: Clyde (C.B.) Strain

Summary:

The City of Gallup in cooperation with Red Rock Motor Sports (RRMS) is requesting City Council approval to submit a grant application to the New Mexico Department of Transportation (NMDOT) Recreational Trails Program (RTP) Fiscal Year 2016 cycle to be used for improvements to the City of Gallup ATV/OHV Park. The COG has agreed to write and submit the proposed grant application

The requested amount of the grant will be \$128,500.00 with a match of 14.56% or \$18,709.60. \$5,000.00 of the required match will come from in-kind services provided by RRMS. The remaining \$13,709.60 will be a cash match provided by the City of Gallup. The RTP program is a reimbursement program requiring 100% upfront cost commitment by the City of Gallup.

Proposed park improvements are base course material for the parking area, picnic tables with awnings, trail legends and purchase of a Sweco 480 Trail Dozer.

Fiscal Impact:

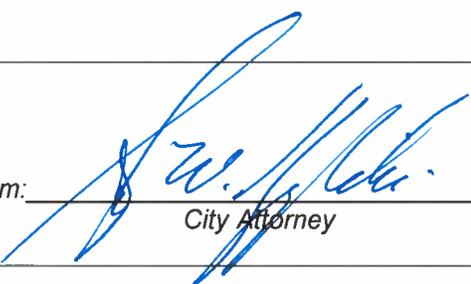
RTP Grant \$109,790.40
 City Cash Match \$13,709.60
 City In-kind Match (RRMS) \$ 5,000.00
Total Estimated Project Costs: \$128,500.00

Reviewed By: 
 Finance Department

Attachments:

RRMS Project Proposal

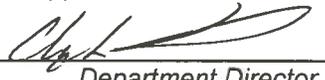
Legal Review:

Approved as to form: 
 City Attorney

Recommendation:

Staff's recommendation is for approval to submit said RTP grant application to be used for improvements to the City of Gallup ATV/OHV Park.

Approved For Submittal By:


 Department Director

 City Manager

**CITY CLERK'S USE ONLY
 COUNCIL ACTION TAKEN**

Resolution No.:	_____	Continued To:	_____
Ordinance No.:	_____	Referred To:	_____
Approved:	_____	Denied:	_____
Other:	_____	File No.:	_____

RESOLUTION NO. R2016-17

**A RESOLUTION BY THE GALLUP CITY COUNCIL DIRECTED TO THE
STATE OF NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT)
2016 RECREATIONAL TRAILS PROGRAM (RTP) GRANT PROGRAM FOR A
MOTORZIED TRAILS PROJECT TRAIL IMPROVEMENTS**

WHEREAS, the City of Gallup in cooperation with Red Rock Motor Sports (RRMS) is proposing improvements to the City of Gallup ATV/OHV Park; and

WHEREAS, the Gallup City Council approved submittal of a grant application to the New Mexico Department of Transportation (NMDOT) Recreational Trails Program (RTP) for said improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GALLUP, McKINLEY COUNTY, NEW MEXICO, that;

1. the City of Gallup requests \$109,790.40 in financial assistance through the State of New Mexico Department of Transportation Recreational Trails Program (RTP) 2016 grant.
2. the City of Gallup acknowledges that the State program is a reimbursement program requiring 100% upfront cost commitment by the City of Gallup.
3. the City of Gallup further commits a minimum of \$13,709.60 cash and \$5,000.00 in-kind match as defined in the application.

PASSED, ADOPTED AND APPROVED this 23rd DAY OF February, 2016.

CITY OF GALLUP, McKINLEY COUNTY

BY: _____
JACKIE McKINNEY, MAYOR

ATTEST:

ALFRED ABEITA, CITY CLERK

GALLUP OHV PARK IMPROVEMENTS

PHASE IV

Graveled parking lot – 2' base course 100 yd x 100 yd

Material - \$2,000

Cost to spread and compact material - \$2,500

Parking lot - \$5,500

Picnic tables with awnings – 8 @ \$5000 each = \$40,000

Installation via City Parks – In kind donation - \$8,000

Trail legends – 8 @ \$500 each = \$4,000

Installation of Trail legends – In kind donation from Red Rock Motorsports Club (RRMS) - \$5,000

Trail Dozer – Sweco 480 - \$80,000 (see quote)

Total of material, construction and equipment cost = \$128,500.00

RTP requires a 20% match from the City and RRMS = \$25,700 of which \$8,000 of In-kind donation from the City and \$5,000 from RRMS = (\$13,000), out of pocket expense of \$12,700 from the City

Discussion/Action Topic 8

Curbside Recycling Program

Vince Tovar, Director, Gallup Water and Sanitation Department



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: February 23, 2016

SUBJECT: Curbside Recycling Program
DEPT. OF ORIGIN: Water and Sanitation
DATE SUBMITTED: February 19, 2016
SUBMITTED BY: Vincent R. Tovar, Director Water and Sanitation

Summary: The Mayor and City Council instructed Staff to conduct a Curbside Recycling Feasibility Study. The Study was prepared and after well publicized and widespread public discussions, staff now brings forward results of the final public survey and implementation recommendations.

Fiscal Impact:

Reviewed By: _____

Patty Holland
Finance Department

Sufficient funding from the projected revenue is available for implementing the recommendations outlined by staff.

Attachments: Staff Presentation: Opportunities, Challenges and Recommendations

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation: Staff recommends to Council that authorization be provided to proceed with the outlined recommendations not to exceed \$100,000 in additional expense to the Solid Waste Department.

Approved for Submittal By:

Vincent R. Tovar

Department Director

[Signature]
City Manager

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COUNCIL ACTION TAKEN

Resolution No. _____	Continued To: _____
Ordinance No. _____	Referred To: _____
Approved: _____	Denied: _____
Other: _____	File: _____

Recycling in Gallup

Opportunities, Challenges – February 19, 2016 Recommendations

Vincent R. Tovar, Director of Water and Sanitation

Elizabeth Barriga, Environmental Program Coordinator

Adrian Marrufo, Superintendent of Solid Waste Department

Billy Moore, Director NWNM Regional Solid Waste Authority



Recycling in Gallup

1. Survey Results
2. Current Program
3. Cost To Implement Curbside Recycling
4. Staff Recommendations

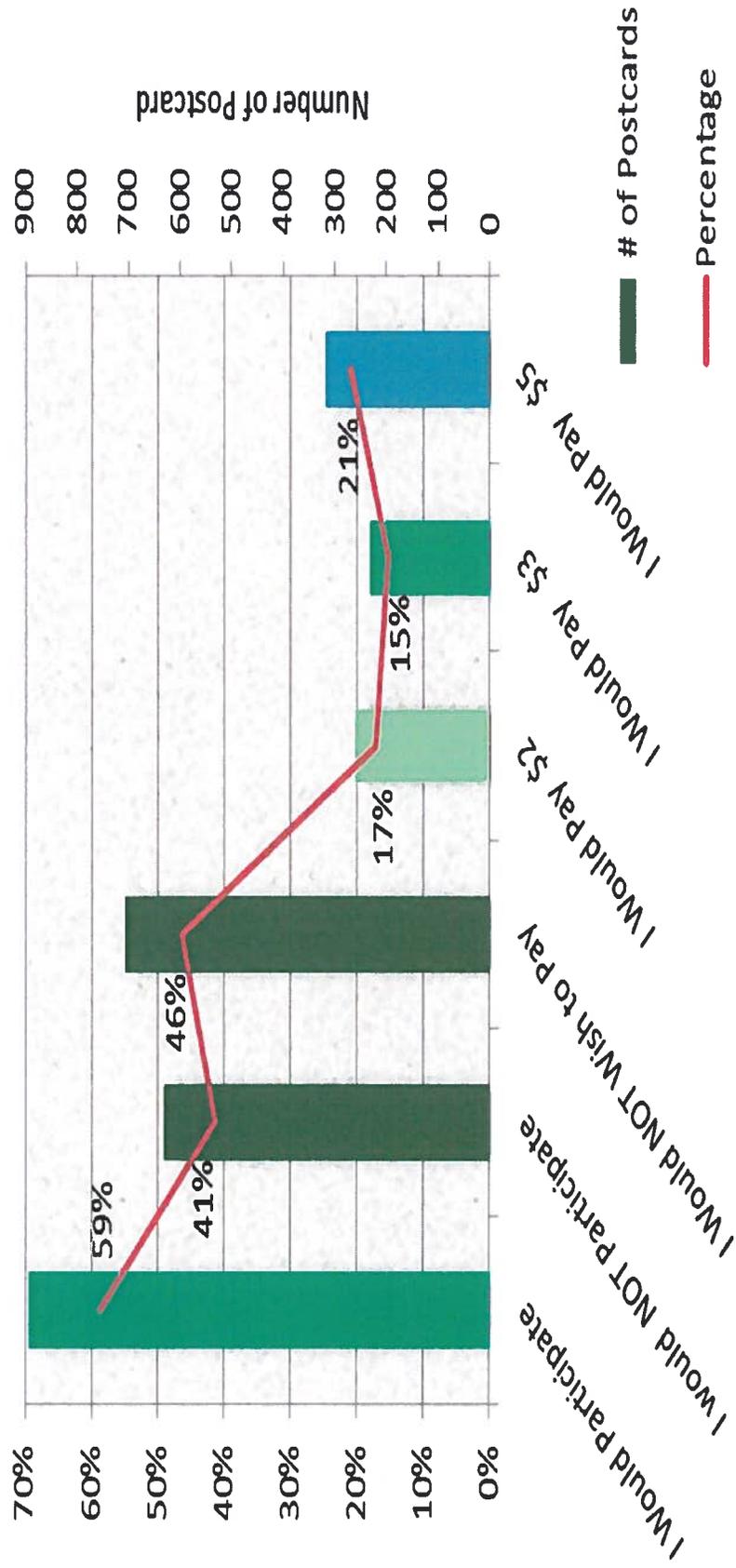


12/07/2015

Survey Results

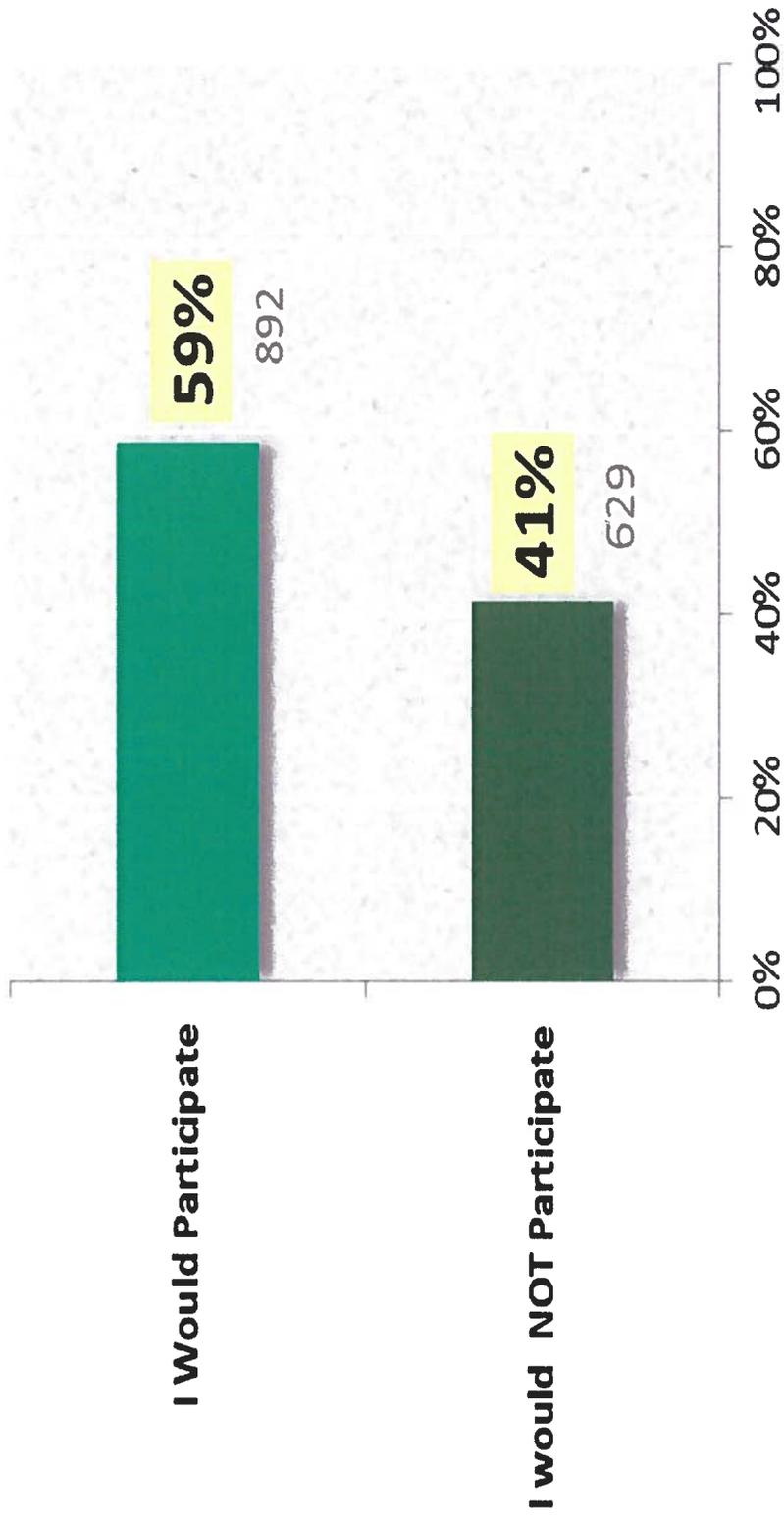
Recycling Survey Combined Results

Total # of Surveys = 1,521



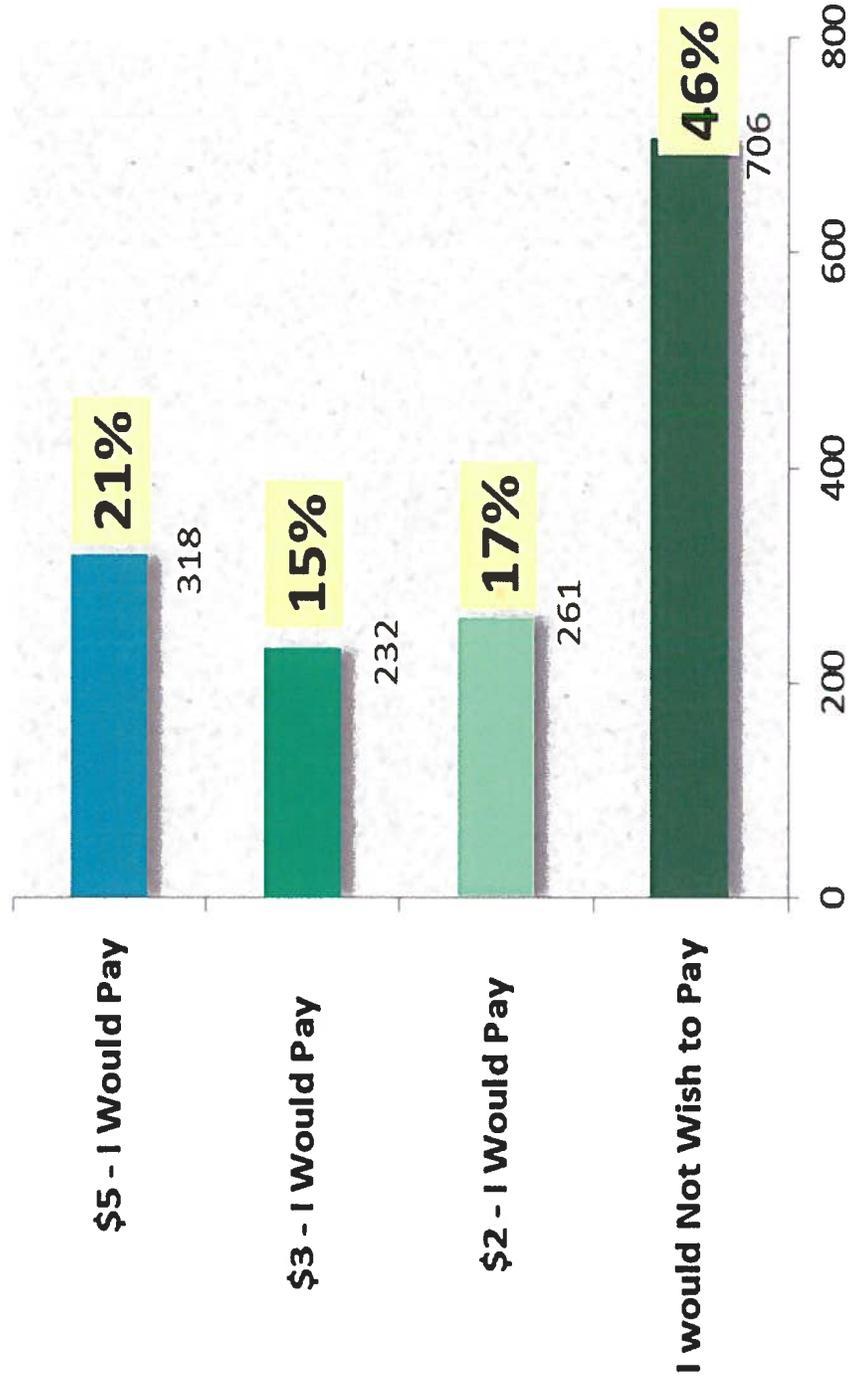
Q1 Please choose one of the following statements that best fits your opinion?

Total # of Postcards = 1,521



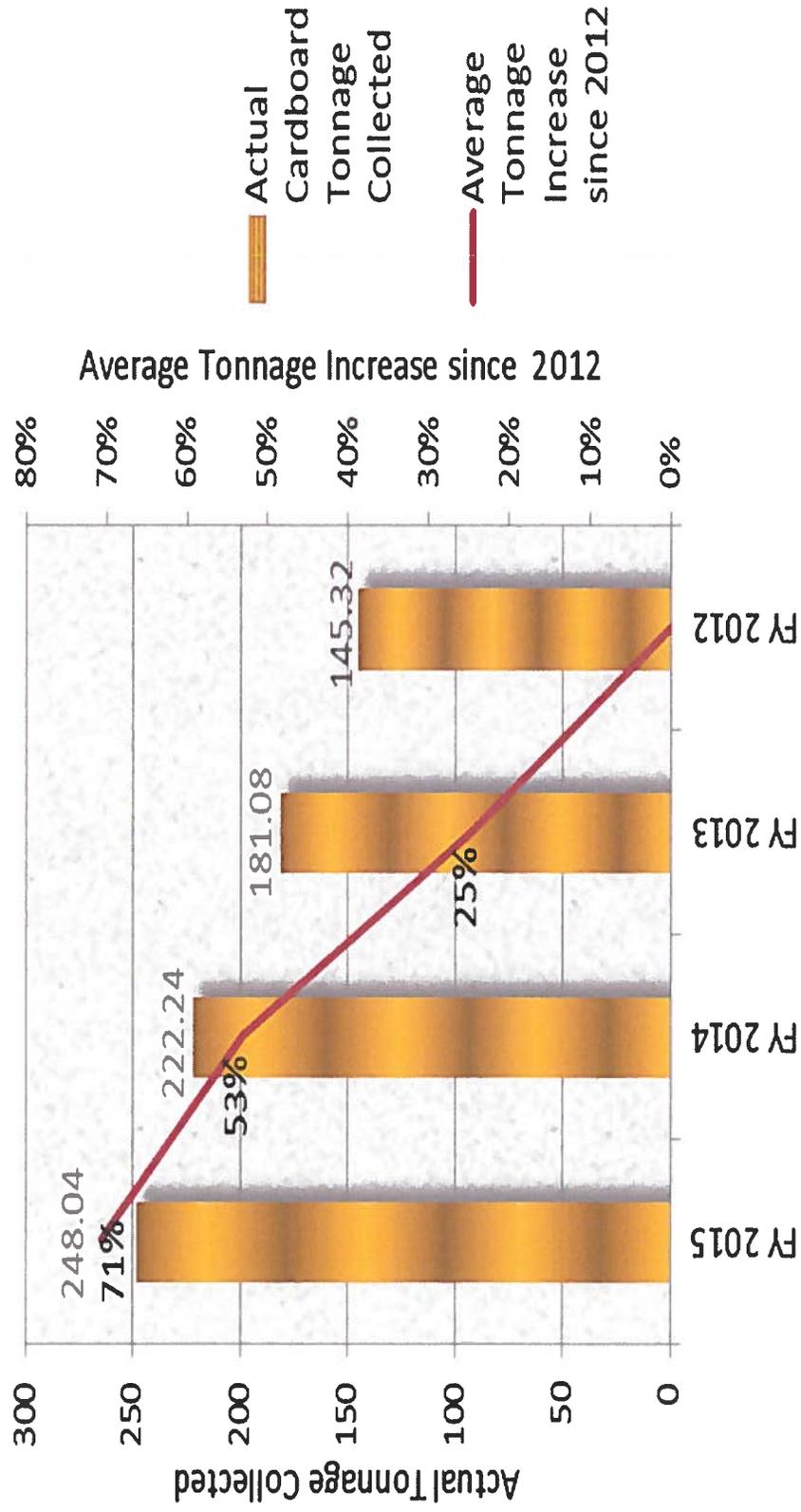
Q2 What would you be willing to pay to cover the costs of recycling?

Total # of Surveys = 1,521

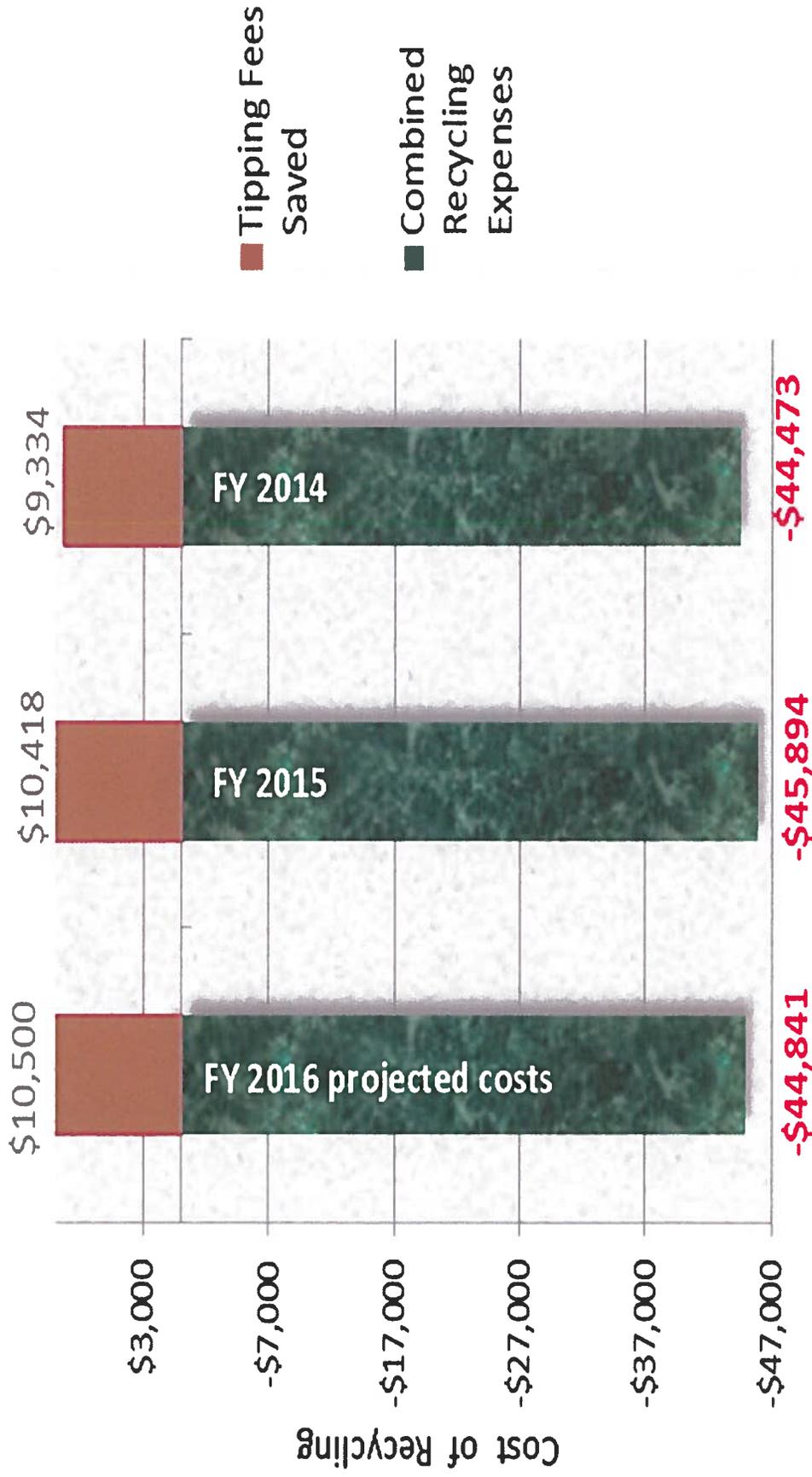


Existing Gallup Recycling Program

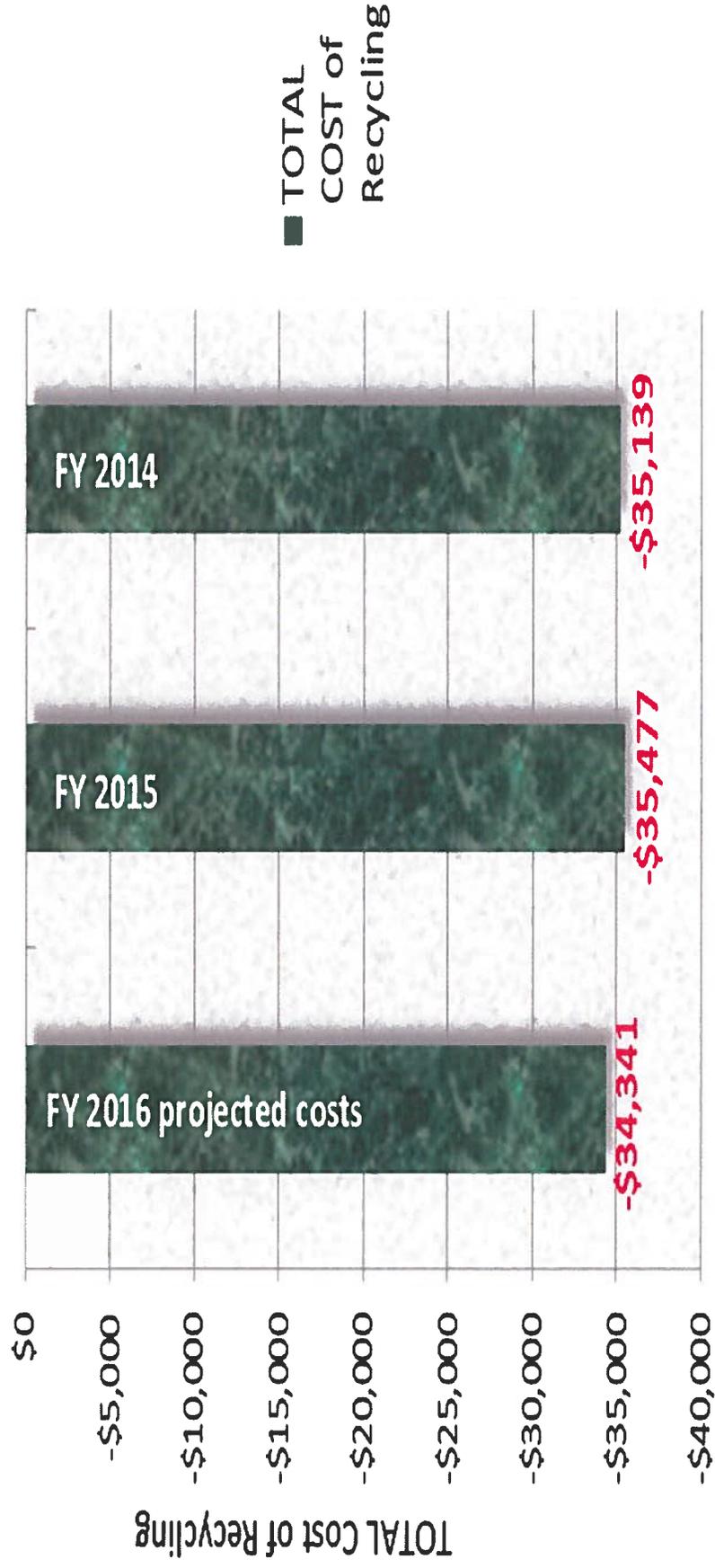
Gallup Cardboard Tonnage Collected per FY



Gallup Recycling Expenses & Fees Saved per FY



Gallup Total Cost of Recycling per FY Year



Note: The above metrics do not include RSWA:

- Cost to transport Material
- Tonnage Collected
- Income or Expenses (-\$18,928 Director RSWA)

RSWA Recycle Center

Suggested Improvements:

- Have easily read consistent signage
- Large font, cohesive City wide, branded signage.
- Times of operation at each location.



RSWA Recycling Center

Suggested Improvements:

- Improve Road Paving & reduce muddy roads and use areas.
- Schematic of recycling road access and exit.



Are Recycle Bins emptied regularly?

- Clear, on time, schedule of emptying bins.
- Responsive to bins being full.



Larry Brian Mitchell Recycle Center

Suggested Improvements

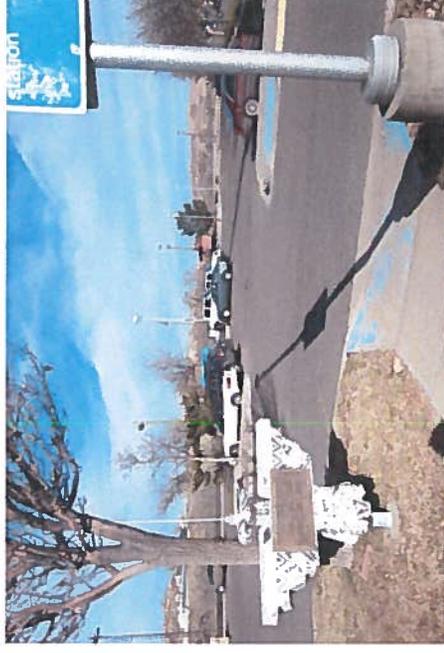
- o Clearly labeled and consistent signage
- o Have attendants at Bin locations on an active schedule and use substitute workers when needed.



Cultural Center Recycle Center

Suggested Improvements

- Improve Signage & Bin visibility
- Have attendants at Bin locations on an active schedule and use substitutes workers when needed.



Recycling Issues



SGB & MCRC Recommendations

- **Do RSWA MOU expectations relate to recycling?**
- **RSWA Recycling Transfer Station – Recycle User Comments:**
 - ❖ **I was charged to leave my cardboard even though I told them I was recycling.**
 - ❖ **I was told they didn't have any more room for plastic or cardboard.**
 - ❖ **I was told I have to take it to the other sites when they're open. (*Ironically, this happened on a Tuesday, when the other sites aren't open*)**

Recycling Education

- Have easy to understand and consistent signage
- Educate the utility customers and youth
- Integrate local, county, and state resources



What to Recycle at the 3 Gallup Recycling Locations

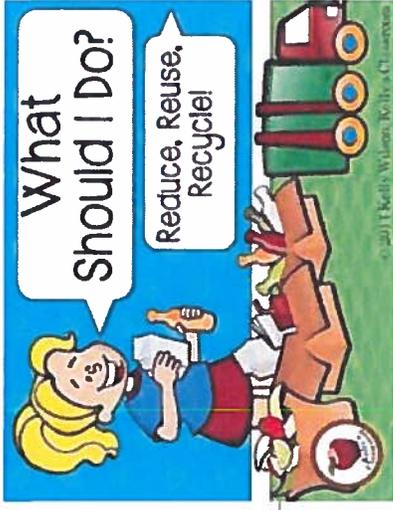
1. Gallup Transfer Station
 107 Hasler Valley Road
 Gallup, NM (505) 863-5776
 Monday thru Saturday 8:00am to 4:30pm

Recycle all items below
 (Plus Electronics)

2. Gallup Cultural Center
 201 E. Historic Highway 66
 Open Mon, Wed, Fri 8 am-12 noon

3. Larry Brian Mitchell Rec. Center
 701 Montoya Blvd.
 Open Mon, Wed, Fri 12 noon – 4pm
Saturdays 10am-2pm

Recycle:
 Cardboard
 Plastic bottles
 Mixed paper
 Tin/steel cans



Plastic Bottles
Botellas Plásticas

YES
 Empty Plastic Bottles with Neck

NO
 Plastic Bags
 Motor Oil or
 Paint
 Aerosol Cans
 Fluorescent Tubes

Recycling is a process that takes time and effort. Please be patient.

Plastic Bottles
Botellas Plásticas

YES
 Empty Plastic Bottles with Neck

NO
 Plastic Bags
 Motor Oil or
 Paint
 Aerosol Cans
 Fluorescent Tubes

Recycling is a process that takes time and effort. Please be patient.

Corrugated Cardboard
Cartón Corrugado

YES
 Corrugated Cardboard
 Brown Paper Bags

NO
 Boarded Cardboard
 Other Paper
 Food Residue

Recycling is a process that takes time and effort. Please be patient.

Tin Cans
Latas de Acero

YES
 Empty Tin Cans

NO
 Aerosol or Paint
 Cans
 Food Residue

Recycling is a process that takes time and effort. Please be patient.

Mixed Paper
Papeles Mezclas

YES
 Office Paper
 News Paper
 Magazines

NO
 Book (Text or Other)
 Cardboard
 Corrugated
 Fluorescent Tubes

Recycling is a process that takes time and effort. Please be patient.

Aluminum Cans
Latas de Aluminio

YES
 Beverage Cans
 Aluminum Foil
 Baking Tins

NO
 Aerosol or Paint
 Cans
 Food Residue

Recycling is a process that takes time and effort. Please be patient.

Cost To Implement Curbside Recycling Program

Initial Implementation Costs	
Implementation Item	Cost
Facility (90' X 100" X 24')	\$ 310,000
Field Employees	\$ 80,000
Administrative Employees	\$ 82,000
- Recycling Coordinator	
- Code Enforcement Staff	
- City Env. Coordinator Time (20%)	
Vehicles (1)	\$ 325,000
Recycle Carts	\$ 450,000
Annual O&M (Fuel & Maintenance)	\$ 10,000
Transportation (Hauling)	\$ 15,000
Grant Total	\$ 1,272,000

Recycle Material	Recycle Material Value at Friedman's Per Ton	
	2015	
Recycle Material	March	October
Mixed Paper	\$ 48.00	\$ 15.00
Plastic 1& 2	\$ 210.00	\$ 25.00
Card Board	\$ 75.00	\$ 75.00
Single Stream	\$ 10.00	\$ 2.00

Estimated Monthly Charge per resident: \$3.00

- Amortized over 7-Years
- 7-Year Revenue (no interest) \$1,500,000



Staff Recommendation

1. Defer implementation of Curbside Recycling Program
2. Implement recommendations Made by SGB and MC Recycling Coalition Staff
 - Staffing with minimum of 2 personnel during business hours Tuesday through Saturday (40 hours)
 - Seek public input to add up to 2 additional locations
 - Appropriate and accurate signage
 - Community Recycling Education
 - Make the recycling program user friendly for those that wish to recycle
3. Funding provided by City of Gallup through offsetting cost reduction estimated to be approximately \$100,000.
4. Monitor Total Community Recycling (City of Gallup, The Sustainable Gallup Board, and RS WA) Metrics and make them available to everyone via website at City or RSWA (both?).
5. City Staff and The Sustainable Gallup Board will provide an annual update to The Mayor and City Council.