

LEGAL NOTICE

PUBLIC NOTICE IS HEREBY GIVEN that the meeting time for the Regular Meeting of the Gallup City Council scheduled for Tuesday, August 9, 2016 has been changed from 6:00 p.m. to **4:30 p.m.** Copies of the agenda will be available at the City Clerk's Office seventy-two (72) hours prior to the meeting.

CITY OF GALLUP, NEW MEXICO

By: /s/ Alfred Abeita II, City Clerk

AGENDA

GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, AUGUST 9, 2016; 4:30 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 July 26, 2016

D. Presentation by Kenneth Riege, Comfort Suites

E. Discussion/Action Topics

1. Appointment of Glen Benefield to the Gallup-McKinley County Animal Control Authority Board – Mayor Jackie McKinney
2. Budget Adjustment for Gallup Detox Center Facility – Jon DeYoung, Assistant to the City Manager
3. Budget Adjustment for Youth Conservation Corps – Jon DeYoung, Assistant to the City Manager
4. Approval of Budget Adjustment and Purchase of an Aerial Platform Fire Truck – Eric Babcock, Fire Chief
5. Budget Adjustment for Municipal Court – Grant Foutz, Municipal Judge

AGENDA

Regular City Council Meeting – 8/9/2016

Page 2

Discussion/Action Topics, continued

6. Budget Adjustment for the Golf Course – Maxwell Johnson, Fox Run Golf Course
7. Budget Adjustment for the Purchase of Police Vehicles – Phillip Hart, Chief of Police
8. Approval of New Mexico Department of Tourism Litter Control & Beautification Grant Agreement and Budget Adjustment to Reflect Grant Revenue and Expenditures – Maryann Ustick, City Manager

E. Comments by Public on Non-Agenda Items

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 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 July 26, 2016

(Minutes will be disseminated prior to the meeting)

Discussion/Action Topic 1

**Appointment of Glen Benefield to the Gallup-McKinley County
Animal Control Authority Board**

Mayor Jackie McKinney



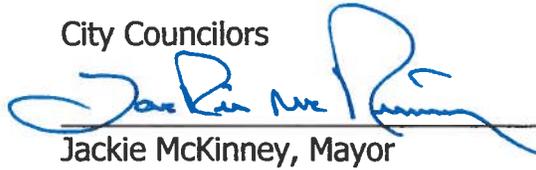
CITY OF GALLUP
OFFICE OF THE MAYOR
STATE OF NEW MEXICO

August 2, 2016

MEMORANDUM

TO: City Councilors

FROM:


Jackie McKinney, Mayor

RE: Gallup-McKinley County Animal Control Authority Board

With the vacancy created by the resignation of Joyce Lebeck, I would ask for your approval to appoint Glen Benefield to the Gallup-McKinley County Animal Control Authority Board.

We would like to express our appreciation to Mr. Benefield for his desire and willingness to serve on the Board.

Thank you for your consideration of this request.

Discussion/Action Topic 2

Budget Adjustment for Gallup Detox Center Facility

Jon DeYoung, Assistant to the City Manager



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: August 9, 2016

SUBJECT: Gallup Detox Center Facility Budget
DEPT. OF ORIGIN: Assistant to the City Manager
DATE SUBMITTED: August 4, 2016
SUBMITTED BY: J.M. DeYoung

Summary: This is a budget adjustment to cover the cost of utilities and building maintenance. Existing Utility budget will be increased by \$9,600 and an increase for building maintenance of \$36,000. This will result in an increase of 45,600. Fund cash reserve will cover increase.

Fiscal Impact:

Reviewed By:

Patty Holland
Finance Department

Budget increase of 45,600 from cash reserve (Fund 290). Projected reserve of approximately the same amount.

Attachments: None

Legal Review:

Approved As To Form:

[Signature]
City Attorney

Recommendation: Staff recommends approval of the budget adjustments.

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: _____

Discussion/Action Topic 3

Budget Adjustment for Youth Conservation Corps

Jon DeYoung, Assistant to the City Manager



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: August 9, 2016

SUBJECT: Youth Conservation Corps Commission
DEPT. OF ORIGIN: Assistant to the City Manager
DATE SUBMITTED: August 4, 2016
SUBMITTED BY: J.M. DeYoung

Summary: Budget State of New Mexico Services Agreement YCC No. 17-522-0150-0015 City of Gallup Revenue and Qualified Expenditures up to \$149,875.59.

This revision encompasses all budget changes – Follow grant allocation: Youth Wages, training, safety boots, gasoline and vehicle Maintenance. Matching funds provided by County of McKinley’s balance from prior YCC projects and additional McKinley County funding available for projects that meet the YCC and County of McKinley objectives for grant funding scope work projected at \$50,000 for In-Kind. Supervisors and all other related expenditures for project will be covered by the matching funds.

Fiscal Impact:

Reviewed By: _____

Patty Holland
Finance Department

This budget adjustment will budget grant revenue and expenditures and allow for McKinley County contribution for tasks performed or expenses directly related to the scope of work for projects.

Attachments: Budget Changes FY 2017

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation: Staff recommends approval of the budget adjustments.

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: _____

**ATTACHMENT 2
REQUEST FOR REIMBURSEMENT/YOUTH CONSERVATION CORPS**

Sponsor Information	City of Gallup	SHARE NO.	Phone Number:	863-3377	Report #:1
	PO Box 1270		17-522-0150-0015		Start Date of this Reporting Period:
	Gallup, NM 87305			% to wages (expended wages vs. total expended)	End Date of this Reporting Period:
				#DIV/0!	

INSTRUCTIONS FOR FILLING OUT THIS FORM ARE ON THE BOTTOM OF THE PAGE.

ITEMS IN BUDGET	YCC BUDGET	(Original)	Adjuster Budget	YTD REIMBURSEMENTS	CURRENT REQUESTS	BUDGET BALANCE
Wages/FICA/Unemployment	\$	133,382.69			\$	133,382.69
Workers Compensation	\$	4,946.50			\$	4,946.50
Training/Education	\$	5,647.50			\$	5,647.50
Supplies/Equipment/Miscellaneous	\$	5,899.00			\$	5,899.00
TOTAL	\$	149,875.69			\$	149,875.69

CERTIFICATION

I certify that this is an original and that all expenditures and information reported herein are true and correct, appropriate for purposes in accordance with the terms and conditions and other applicable rules and regulations of the Youth Conservation Corps, and that payment for services on the current request have not been received.

Name (Please Type) _____ **Signature:** _____

Title (Please Type) _____ **Date:** _____

PLEASE NOTE: This Form must accompany all Reimbursement Requests.

NOTATIONS:

1. Reports should be numbered consecutively starting with #1.
2. The cost categories must match the budget stated in the project agreement document. If changes are necessary, a revised budget must be approved by the YCC Commission.
3. Year-to-Date reimbursements should match the previous request's cumulative reimbursement amount.
4. Expenditures must be itemized, identified and generally will have been approved in the project applications and the project agreement document.
5. Sponsor must submit all supporting documentation and project status report must accompany reimbursement requests.
6. Budget balance must take into account the approved budget less current request and less all previously approved payments.
7. Nothing should be put in the "Adjusted Budget" column unless YCC staff has approved a budget adjustment request.

Have you included Attachment 3, support documentation for all line items associated with in-kind contribution and a Project Status Report? If this is a FINAL also include the Final Project Report.

Discussion/Action Topic 4

Approval of Budget Adjustment and Purchase of
an Aerial Platform Fire Truck

Eric Babcock, Fire Chief



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: July 26, 2016

SUBJECT: Approval of HGAC Contract for 100Ft Platform Fire Truck
DEPT. OF ORIGIN: 3 August 2016
DATE SUBMITTED: 3 August 2016
SUBMITTED BY: Fire Chief Eric Babcock

Summary: Requesting approval to execute HGAC FS12-15 Code HA09 Contract for \$998K to Pete's Equipment for one Emergency One type 100ft Platform Fire Truck. Summary of funding:

1. \$100K City of Gallup
2. \$425K McKinley County Fire Fund—CFO has commitment Letter from McKinley County.
3. \$473K State of NM Fire Fund

Fiscal Impact:

Reviewed By: _____

Patty Holland
Finance Department

Attachments: ~~HGAC Contract of Pete's Equipment~~, ^{field - Proposal code} Picture of the unit. Letter of support of James Saucedo validating the vehicle and contract.

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation:

Approved for Submittal By:

[Signature]
Department Director

[Signature] (acting CM)
City Manager

CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN

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



© 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100

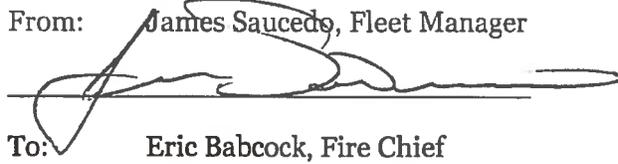


**CITY OF
GALLUP**

Interoffice Memorandum
General Services Department
Vehicle Service Center

Date: August 3, 2016

From: James Saucedo, Fleet Manager



To: Eric Babcock, Fire Chief

Subject: new platform truck

received
8-3-16 mg.

I have reviewed the specifications for the platform truck for the Fire Department.

I have reviewed the proposal from E-One and other companies and I support the proposal from E-One

E-One proposal will meet the specifications the City of Gallup needs.

I have worked with Chief Babcock to set recommended options needed for the truck.



1412 Broadway NE
 Albuquerque, NM 87102
 (505) 242-6969
 Fax - (505) 242-4156

PROPOSAL

To: City of Gallup Fire & Rescue c/o Chief Eric Babcock

7/27/2016

We will extend the price, terms and conditions of E-One's HGAC contract #FS12-15 Code HA09. Enclosed you will find a copy of the HGAC published documents that detail the prices of the contract. The following is the price schedule for an E-One HP100 Aerial Platform as per the HGAC contract:

Description	Published Options Price	Unpublished Options Price
ADD ONS		
#1520-0018Q Upgrade to Quest Cab	\$5,936.00	
#3310-0050 Additional Transverse Preconnect	\$4,133.00	
#4005-0016 Upgrade to QMAX Pump 2000 GPM	\$5,451.00	
#4415-0008 1.5" Front Bumper Discharge	\$1,810.00	
#4415-0585 4" Right Side Discharge	\$5,990.00	
#4015-0022 Mechanical Pump Seal	\$871.00	
#3134-0019 Zolatone Pump Panels	\$728.00	
#3136-0000 Air Horn at Pump Panel	\$161.00	
#3370-0023 Tracks Adj Qty (5)	\$1,100.00	
#3370-0026 Adjust Shelves Qty (6)	\$1,698.00	
#3380-0023 Adjustable roll-out tray/tilt down	\$1,636.00	
#3380-0077 Adjustable roll-out tray	\$1,110.00	
#1750-0034 Switch 12V/15amp Qty (2)	\$460.00	
#5130-0002 Cord reel - electric 200' of 10/3 yellow	\$2,806.00	
#5200-0001 Breaker Box 12 place single phase	\$1,040.00	
#5250-0039 Generator Harrison 10KW Hydraulic	\$19,239.00	
#5350-070 Voyager back-up camera	\$821.00	
#5380-0030 Ground light package LED	\$1,782.00	
#5380-0141 Compartment light package	\$3,428.00	
#5380-0070 Step Light Package	\$2,012.00	
#5390-0073 Deck Light - Whelen LED	\$1,243.00	
#5390-0088 Crosslay Light Whelen LED	\$623.00	
#5450-0261 Whelen Model PFP2 120V Qty (2)	\$6,134.00	
#5470-0001 Twist Lock Recpt. 110V 20 amp Qty (2)	\$752.00	
#5500-0011 Federal Signal Q2B Siren	\$3,147.00	
#5600-0241 Warning Light Whelen M6R Pair Qty (6)	\$4,878.00	
#6500-0000 Hose Box 50' x 1.5" DJ Hose	\$726.00	
#6500-0011 Pike Pole Tube on Ladder	\$305.00	
#6500-0019 Axe Bracket on Fly Section	\$508.00	
#6500-0027 Lifting Eye/Tie Off package	\$2,298.00	
#6500-0028 Rappeling rope guides - platform	\$288.00	
#6500-0058 Stokes Basket Receiver - Platform	\$1,875.00	
#6600-0002 Roof Ladder bracket on ladder	\$2,154.00	
#6600-0009 Parapet roof ladder bracket - Platform	\$2,167.00	

#6550-0002	Truck Lite LED for outriggers	\$762.00	
#6560-0084	Ladder Climbing Lights	\$5,300.00	
#6560-0041	Whelen LED at Ladder Base	\$1,243.00	
#6560-0102	Whelen Pioneer Plus on Platform Qty (3)	\$7,335.00	
#6570-0003	110 Volt Twist Lock recpt. At tip	\$3,256.00	
#1150-0055	Hinged DP lid for center bumper tray	\$352.00	
#1550-0017	Stainless Steel Door Panels - Cab	\$1,578.00	
#1670-0001	Ramco Mirrors with Heat	\$1,793.00	
#1685-0161	Severe Duty Dash Package	\$1,090.00	
#1750-0009	Radio AM/FM CD - Weatherband	\$923.00	
#1750-0010	Radio Speakers - Addl Pair	\$311.00	
#8100-0077	Two-Tone Cab Paint	\$1,474.00	
	Heavy Duty Bumper Upgrade		\$ 2,316.00
	Smartdock SCBA brackets mounted in the seats Qty (5)		\$ 2,555.00
	Power Windows Front and Rear Doors		\$ 3,158.00
	Steps under each cab door		\$ 960.00
	Cold Weather Package for Cab		\$ 3,090.00
	Cab Interior to Black spray interior		\$ 2,996.00
	Heaters on pair in cab rear with covers		\$ 1,680.00
	Cab Headlights LED upgrade		\$ 1,948.00
	Three USB charging ports in the cab		\$ 210.00
	Diamond Plate cover for the hosebed		\$ 1,932.00
	Compartments in the wheel wells		\$ 1,435.00
	Slideout platform at rear of unit for hosebed access		\$ 936.00
	Step Intermediate at pump panel		\$ 1,088.00
	Interior Compartment Zolatone Gray		\$ 5,525.00
	Speed Counter mechanical		\$ 328.00
	Pump panel tags to be fastened with screws in lieu adhesive		\$ 1,296.00
	Multiplex Modem		\$ 656.00
	HVAC controls programmed into the VMUX display		\$ 1,199.00
	AIS system to have Engine info upgrade		\$1,000.00
	Swirled finish for platform control cover		\$ 555.00
	Striping upgrade to 6" "Z" stripe and 3/4" and 1" trim		\$ 1,367.00
	Graphics Allowance		\$2,000.00
	New Rear Tires		N/C
	Current Pump Test		N/C
	Current Aerial Ladder Test		N/C
	14', 16', 20', 24', 28', (2) 35' Ladders to be supplied		NC
	10 year/200,000 mile Cummins Major Components Warranty		N/C
	Two Year E-One Standard Warranty		N/C
	Total of Columns	\$114,727.00	\$38,230.00

The base price for the E-One HP 100 Aerial Platform contract #FS12-15 HA09 is **\$974,052.00**.

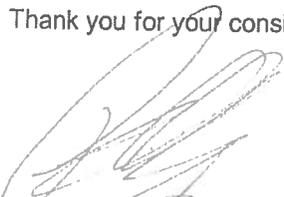
The total price with all options and the \$2,000 HGAC Fee is **\$1,129,009.00**. I will would like to offer a discount of **\$131,009.00** bringing your final total to **\$998,000.00**.

This quote is for stock/demo unit. This unit is a NON-Preowned unit. It is subject to prior sale.

This proposal is good until August 31, 2016.

If you have any questions, please call me at 800-996-8469.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Pete Marquez Jr.', written in a cursive style.

Pete Marquez Jr.
Vice-president

Discussion/Action Topic 5

Budget Adjustment for Municipal Court

Grant Foutz, Municipal Judge



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: August 9, 2016

SUBJECT: Budget Adjustment for Municipal Court
DEPT. OF ORIGIN: Municipal Court
DATE SUBMITTED: August 2, 2016
SUBMITTED BY: Monica Martinez

Summary: The fund used to submit fines and fees to the state was not funded for the fiscal year. This is normally budgeted during the regular process but was inadvertently left out this year. We are required to submit the payments on a monthly basis and a budget is required to process the payments. The amount needed for this fiscal year is \$75,000 and is fully supported by the fines collected.

Fiscal Impact:

Reviewed By: _____

Patty Holland
Finance Department

Funding will come from revenue in the amount of \$75,000.

Attachments: none

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation: Staff recommends approval of the budget adjustment.

Approved for Submittal By:

Patty Holland
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:

Discussion/Action Topic 6

Budget Adjustment for the Golf Course

Maxwell Johnson, Fox Run Golf Course



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: August 9, 2016

SUBJECT: Budget Adjustment for Golf Course
DEPT. OF ORIGIN: Golf Course
DATE SUBMITTED: August 2, 2016
SUBMITTED BY: Maxwell Johnson

Summary: *The golf course construction will be completed during this fiscal year and the budget for the operations of the course are lacking sufficient funding to properly maintain the course. A total of \$115,000 additional funding is needed to cover unfunded items including sand, fertilizer, inventory for the pro shop, equipment rent and professional contracts.*

Fiscal Impact:

Reviewed By: _____

Patty Holland
Finance Department

Funding will come from cash reserves in the amount of \$115,000.

Attachments: none

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation: Staff recommends approval of the budget adjustment.

Approved for Submittal By:

Patty Holland
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: _____

Discussion/Action Topic 7

Budget Adjustment for the Purchase of Police Vehicles

Phillip Hart, Chief of Police



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: August 9, 2016

SUBJECT: Budget Adjustment for Golf Course
DEPT. OF ORIGIN: Police
DATE SUBMITTED: August 2, 2016
SUBMITTED BY: Phil Hart

Summary: The State has awarded the City of Gallup \$285,000 to purchase and equip police vehicles. We are requesting approval to budget this funding to move forward with the purchase.

Fiscal Impact:

Reviewed By: _____

Patty Holland
Finance Department

None, this is to budget outside funding awarded by the State.

Attachments: none

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation: Staff recommends approval of the budget adjustment.

Approved for Submittal By:

Patty Holland
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:

Discussion/Action Topic 8

**Approval of New Mexico Department of Tourism Litter Control &
Beautification Grant Agreement and Budget Adjustment
to Reflect Grant Revenue and Expenditures**

Maryann Ustick, City Manager



**CITY OF
GALLUP**

COUNCIL STAFF SUMMARY FORM

MEETING DATE: August 9, 2016

SUBJECT: New Mexico Department of Tourism Litter Control & Beautification Grant Agreement
DEPT. OF ORIGIN: City Manager
DATE SUBMITTED: August 9, 2016
SUBMITTED BY: Maryann Ustick

Summary: The City of Gallup, in cooperation with the Council of Governments, Business Improvement District, Gallup Arts Council, McKinley County Recycling Coalition, and the Main Street Arts & Cultural District submitted an application to the New Mexico Department of Tourism in April 2016 for a Litter Control & Beautification Grant for \$25,580. On May 1, 2016, the Tourism Department informed the City that they were being awarded \$20,000, as the total amount of requests from across the state exceeded the amount of funds available. The purpose of the grant is to transform the walkway between Coal St. and Aztec Ave. into a clean, aesthetically beautiful, pedestrian friendly social gathering place by conducting litter, weed and graffiti reduction, create a mural, and install lighting, signage, natural landscape and recycling bins.

Fiscal Impact: The revenue from the grant will offset expenditures.

Reviewed By: _____

Patty Holland

Finance Department

Attachments: Preliminary Project & Events Budget

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation: Staff recommends approval of the grant and a budget adjustment to reflect grant revenue and expenditures.

Approved for Submittal By:

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: _____

