

AGENDA

GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, JANUARY 22, 2019; 6:00 P.M. CITY COUNCIL CHAMBERS



Jackie McKinney, Mayor

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

Maryann Ustick, City Manager
Curtis Hayes, City Attorney

A. **Pledge Of Allegiance**

The members of the body and the public are invited to recite the Pledge of Allegiance.

B. **Roll Call**

C. **Approval Of Minutes**

Regular Meeting of January 8, 2019

Documents:

[DRAFT MINUTES JAN 8 2019 REG MTG.PDF](#)

D. **Discussion/Action Topics**

1. **Dedication Proposal For Two Ball Fields At Ford Canyon Park**

Mayor Jackie McKinney will present a proposal to dedicate the Pee Wee Reese and Mickey Mantle Ball Fields at Ford Canyon as the Field of Dreams in memory of David "Amos" Schmaltz.

Fiscal Impact: None.

Recommendation: Approve the Mayor's dedication proposal.

Speaker's Name Mayor Jackie McKinney

Documents:

[DEDICATION PROPOSAL FOR TWO BALL FIELDS.PDF](#)

2. Approval And Acceptance Of The Quarterly Local Liquor Excise Tax Accountability Reports For Calendar Year 2018

Maura Schanefelt, McKinley County DWI Program Manager, will present the reports to the City Council for their review and approval. The reports summarize the use of liquor excise tax funds by local programs and agencies during the past year. The reports are submitted on behalf of the County Commission and the City Council to the New Mexico Department of Finance and Administration on a calendar year basis to comply with state law.

Fiscal Impact: None.
Recommendation: County recommends approval and acceptance of the reports.
Speaker's Name Maura Schanefelt

Documents:

[CY 2018 LIQUOR EXCISE TAX ACCOUNTABILITY REPORTS.PDF](#)

3. Presentation Only: City Of Gallup Behavioral Health Quarterly Reports

A quarterly update on the City of Gallup Behavioral Health Programs.

Fiscal Impact: None
Recommendation: Presentation Only
Speaker's Name Debra L. Martinez and Sindy Bolanos-Sacoman

Documents:

[NCI 2016 TO 2018.PDF](#)

[MCBHIZ 2ND QUARTER HIGHLIGHTS FY19.PDF](#)

4. FY19 Part 4 Lodgers Tax Grant Award Recommendation

The Lodgers Tax Committee met on January 8, 2019, and recommends the following to City Council for funding in FY19:

Amounts recommended to City Council by the Lodgers Tax Committee:

- Race at the Rocks, \$6,000
- Red Rock Classic Team Roping, \$8,500
- Classic Invitational & Spit Fire Breakaway (New Events, one application) \$4,500
- Red Rock Trailer Roping \$6,000

Funding recommended is in the total amount of \$25,000.00

The committee would also like to remind the public that the final date to submit for the FY19 award consideration is March 1st. Events that had been funded in previous years but that have not yet submitted an application have been emailed by the tourism manager.

Fiscal Impact: Sufficient funding remains in the Grants to Subrecipients

budget to fund the four applications recommended by the Lodgers Tax Committee.

Recommendation: Approval of \$25,000 in funding of lodgers tax grant awards

Speaker's Name Jennifer Lazarz

Documents:

[PART 4 APPLICATIONS LODGERS TAX.PDF](#)
[FY19 FUNDING CHART PART 4.PDF](#)
[LT MINUTES JANUARY 2 2019.PDF](#)

5. **FY20 Lodgers Tax Application And Reimbursement Information**

The Tourism and Marketing Manager at the request of the Lodgers Tax Committee revised the FY20 Lodgers Tax Grant Application, Reimbursement Guide, and the Evaluation Form from previous versions to simplify the application for future applicants as well as to address issues with reimbursement transparency.

Revisions are outlined in the attached Minutes from the Lodgers Tax Committee Meeting on January 8, 2019.

Fiscal Impact: None

Recommendation: Approval of the FY20 Lodgers Tax Grant Application, Reimbursement Guidelines, and Evaluation Form

Speaker's Name Jennifer Lazarz

Documents:

[LT MINUTES JANUARY 2 2019.PDF](#)
[LODGERS TAX FY 20 APP V3.PDF](#)
[LODGERS TAX BP AD EXPEND GUIDE FY20.PDF](#)
[EVALUATION FORM FY20 LODGERS TAX.PDF](#)

6. **Approval Of Budget Adjustment For \$15,510 For Three (3) New Police Vehicle Camera Systems**

Summary: The Gallup Police Department is seeking a budget adjustment to transfer and expend funding for "Watchguard" Police Vehicle in-unit camera systems in the amount of \$15,510. The cost for each camera systems is \$5,170 (Grand total: \$15,510).

Note: With the recent filling of sworn officer vacancies within the Department in the last six months, current strategic department priority is to utilize this added manpower for Uniformed Patrol Services. This "restructuring" of our Department requires more marked patrol vehicles for citizen calls for service. In the last few months the Gallup Police Department has increased Patrol Services by ten (10) additional uniformed patrol officer positons.

Fiscal Impact: Transfer of funds from Department Training account: 101-2011-421-47-04 to Equipment & Machinery account: 101-2011-421-48-20 in the amount of \$15,510.

Recommendation: Approval of transfer and expenditure of \$15,510 from the GPD training acct. to the equipment acct

Speaker's Name Franklin Boyd, Acting Chief of Police

Documents:

[SCANNED WATCHGUARD QOUTE 2018.PDF](#)

7. Approval Of Grant Agreement, Contract Number TS04540 (ENDWI, BKLUP / CIOT, AND STEP) Between The NM Dept. Of Transportation And The City Of Gallup And Budget Adjustment Of \$51,918.00

Summary: The Gallup Police Department is seeking the approval of the grant agreement contract (number TS04540) between the New Mexico Department of Transportation and the City of Gallup (grantee). Attached for reference is the original grant agreement which references: 1. Award 2. Scope of work 3. Payment 4. Records and Audit 5. Officials not to benefit 6. Termination 7. Appropriations 8. Compliance with Law 9. Notices 10. Severability 11. Tort Claims 12. Jurisdiction and Venue 13. Project Responsibility 14. Term 15. Applicable Law 16. Amendment 17. No Third-party beneficiary 18. Merger 19. Disadvantaged Business Enterprise. Also attached to this contract are: Scope of work, training, reimbursement and reporting for Exhibit A (ENDWI) End Driving While Impaired, Exhibit B (BKLUP) (CIOT) Buckle up and Click It or Ticket, Exhibit C (STEP) (DNOS), Selective Traffic Enforcement Program and 100 days and nights of summer, Exhibit D, certifications and assurances. All required signatures on said agreement have been fully executed (see page 4 of grant agreement, contract number TS04540) Gallup Police Department also requests a budget adjustment in the amount of \$51,918.00 for overtime in reference to this grant, in line account 101-2011-421-41-50 (overtime).

Attachments: "Grant Agreement" (with signatures) contract number TS04540, Exhibit A (ENDWI) End Driving While Impaired, Exhibit B (BKLUP) (CIOT) Buckle Up and Click It Or Ticket, Exhibit C (STEP) (DNOS), Selective Traffic Enforcement Program and 100 Days and Nights of Summer, Exhibit D, certifications and assurances.

Fiscal Impact: Budget increase in revenue and expenditures for the following projects (listed separately but under one grant agreement):
a. ENDWI - \$38,318.00 b. BKLUP/CIOT- \$3,400.00 c. STEP/DNOS - \$10,200.00 Total funding awarded: \$51,918.00

Recommendation: Approval of requested revenue and expenditure and Grant Agreement for \$51,918.00.

Speaker's Name Franklin Boyd, Acting Chief of Police

Documents:

[2019 ENDWI BKLUP STEP PROJECT AGRMT.PDF](#)

8. Request For Budget Adjustment For Engineering Design Work - Lincoln Ave To Strong Water And Sewer Lines

Project was originally scheduled for FY 2021. With impending street mill and overlay work on Lincoln scheduled for summer 2019, Public Works has requested that Utilities complete this project before road milling and overlay takes place this summer.

It's possible to accelerate project design and get package out to bid to meet this request; however, to complete the project in this time frame, engineering design

must start quickly.

DePauli Engineering has submitted a cost proposal for engineering design totalling \$62,500 (Attachment 1) for the design of water and sewer lines following the alignment shown in Attachment 2.

Staff requests budget adjustment from Fund 202 to begin engineering design.

Fiscal Impact: \$62,500 expenditure from Fund 202.
Recommendation: Staff recommends budget adjustment from Fund 202 to complete engineering design.
Speaker's Name: Dennis Romero

Documents:

[ATTACHMENT 1 - ENGINEERING DESIGN COST ESTIMATE - WATER AND SEWER LINCOLN TO STRONG.PDF](#)
[ATTACHMENT 2 - PLAN OVERVIEW - WATER AND SEWER LINCOLN TO STRONG.PDF](#)

9. Request For Budget Adjustment For Change Order No. 5 For Reach 27.7A And 27.13 Construction Of The Navajo Gallup Water Supply Project

The Council approved the selection of the construction of Reach 27.7A and 27.13 to Smithco Construction in the amount of \$6,459,277.05 where \$4,295,167 was paid from WTB #334 and the remainder will be paid through the USBR Cooperative Agreement in the amount of \$2,164,110.05.

Unfortunately, completion of the project will require additional work that is stated in Change Order No. 5. This will add a total of \$42,935.42 to the project.

Staff requests approval of Change Order No. 5 and the necessary budget adjustments in the amount of \$42,935.42 in order to fund this project.

Change Order No. 5 is pending signature by the NMED and will be provided to Council once it is signed by NMED.

Fiscal Impact: A budget increase of \$42,935.42 with necessary budget adjustments in revenues and expenses in Fund 306.
Recommendation: Staff recommends approval of a budget adjustment in the amount of \$42,935.42 for the project.
Speaker's Name: Dennis Romero

Documents:

[CHANGE ORDER 5 - SMITHCO SIGNED.PDF](#)

10. Budget Adjustment For Fox Run Golf Course

Requesting a total budget increase of \$100,000 dollars for the 2018-2019 budget. The requested money will cover the cost of purchases that were carried over from the previous year, as well as unforeseen needs around the course. A total of \$45,000 dollars will be added to line Item 101.1023.432.46-17, and will be used for seed, hydro mulch, and fertilizer. A total of \$30,000 dollars will be split equally among line items 101.1023.432.44-40, 101.1023.432.46-15, and

101.1023.432.47-10. The money put in these line items will replenish funds that were removed to cover cost throughout year. I am requesting that \$10,000 dollars be put into line item 101.1023.432.48-45. The money will be used to replace the valve between ponds 1 and 2. The remaining \$15,000 will be placed in line item 101.1023.432.48-20. The money will be used to purchase a weather station. The weather station provides crucial data that conserves water and lowers the electrical use for the course. These savings have monetary value, which can be in the thousands of dollars annually.

Fiscal Impact: A budget increase of \$100,000 dollars from General Funds balance to cover expenditures and unforeseen cost.

Recommendation: Staff recommends approval of budget increase in expenditures

Speaker's Name Matthew Alcala

11. **Resolution No. R2019-2; 2nd Quarter FY2019 Budget Adjustments And Report Of Actuals**

Each quarter, the Finance department reviews any changes to the budget and submits these changes to council for approval. The following areas are reviewed: personnel, operations, capital outlay and transfers in and out of each fund. The Department of Finance and Administration (DFA) requires Council to pass a resolution for all budget increases, decreases, and transfers between funds. DFA further requires approval of the report of actuals showing cumulative activity for the fiscal year. The report to DFA regarding budget revisions is due January 31, 2019.

This revision encompasses all budget changes processed October 1, 2018 thru December 31, 2018 (Quarter 2 of FY2019).

Fiscal Impact: None.

Recommendation: Staff recommends approval of the budget adjustments and report of actuals.

Speaker's Name Patty Holland

Documents:

[BUDGET RESOLUTION FY 19 Q2.DOCX](#)
[RECAP.PDF](#)
[FY19 COUNCIL QTR2.PDF](#)

12. **Animal Control Budget Increase For Bullet Proof Body Armor**

Gallup Animal Control is requesting a operating budget increase in the amount of \$3,000.00 in order to purchase bullet proof body armor and outer carriers. Animal control's jurisdiction includes both the City of Gallup and McKinley County. Animal Control is also on call 24/7. Because McKinley County contains some remote areas personal safety is a priority. This coupled with an increase in hostile encounters with animal owners has prompted this request.

Several quotes were obtained from different vendors and the lowest price came in at \$588.99 per set. There are currently four (4) Animal Control Officers with one (1) officer vacancy for a total of five (5) body armor sets. See attached quote.

This request was presented to the Gallup McKinley County Animal Control Authority Board at during their regular meeting on January 8, 2019. The Board unanimously voted to support the request and forwarded a positive recommendation to City Council to approve the budget increase of 3,000.00 to purchase said body armor.

Fiscal Impact: 3,000.00 transferred from General Fund Balance to Account No. 101-2012-421-4630 Supplies/Safety Equipment
Recommendation: Recommendation to approve budget increase.
Speaker's Name C.B. Strain

Documents:

[AC GALLS QUOTE.PDF](#)

13. 2019 CDBG Fair Housing Proclamation

Summary: For CDBG funding, each local government must annually certify that it will affirmatively further fair housing. To that end, a "Fair Housing Proclamation" must be adopted by the local governing body at an open public meeting which publicizes the community's commitment to fair housing.

Staff proposes starting the New Year by proclaiming 18 February 2019 as Fair Housing Day. This date is also the day after Presidents' Day holiday.

Recommendation: Approved the attached proclamation of 18 February 2019 as Fair Housing Day. Proposed proclamation is attached.

Fiscal Impact: None. Annual CDBG grant administration and documentation requirement.
Recommendation: See "description" above.
Speaker's Name Stanley Henderson - Public Works Director

Documents:

[19-01-22_1A PROCLAMATION RE CDBG 2019 FAIR HOUSING ENDORSEMENT.PDF](#)

14. Resolution No. R2019-1; Annual Determination Of Notice Under The Open Meetings Act

Summary: The New Mexico Open Meetings Act requires all public bodies to determine, at least annually, what constitutes reasonable notice to the public of its meetings. While the Open Meetings Act itself does not impose any specific requirements, other than an agenda being available 72 hours in advance of each meeting, the New Mexico Attorney General will consider the following notice procedure as reasonable: 1) ten days advance notice for regular meetings; 2) three days advance notice for special meetings; and 3) twenty-four hours advance notice for emergency meetings. If a public body meets regularly on a specific date, time and place, the public body does not need to provide ten days advance notice for each individual meeting as long as the public body sets forth the requisite information in the public body's notice resolution and makes the resolution available to the public. As required by the Open Meetings Act, the proposed resolution states the procedure of the Gallup City Council for giving notice of its meetings. The resolution also provides the requisite information concerning the regular meetings of the City Council to be held at 6:00 p.m. on the second and fourth Tuesdays of each month.

Fiscal Impact: None.
Recommendation: Approve Resolution No. R2019-1.
Speaker's Name Alfred Abeita, City Clerk

Documents:

[R2019-1 ANNUAL OPEN MEETINGS RESOLUTION.PDF](#)

E. Presentation And Information Items

1. Navajo Gallup Water Supply Project Water Blending Study

Rich Giani, of CH2M/Jacobs Engineering, will present the results of a water blending study designed to assist the City in planning for the change in water quality when the Navajo Gallup Water Supply Project (NGWSP) comes on line in 2024.

When the NGWSP comes on line, the City's water source will switch from a ground water to surface water source, which will alter the chemistry of the City's water supply. Results of this study will be used to plan for any changes in water quality due to the change in the City's water source and any potential impacts to the City's water distribution system.

This work was completed by DePauli Engineering Services and CH2M/Jacobs Engineering.

Attachment 1 is the PowerPoint presentation Mr. Giani will deliver to the City Council.

Attachment 2 is Mr. Giani's Statement of Qualifications.

An electronic copy of the full technical report is available to members of the public from the City Clerk's Office.

Fiscal Impact: Not Applicable - Presentation Only
Recommendation: Not Applicable - Presentation Only
Speaker's Name Rich Giani

Documents:

[ATTACHMENT 1 - CITY OF GALLUP - DISTRIBUTION ASSESSMENT - GALLUP COUNCIL.PDF](#)

[ATTACHMENT 2 - RICH GIANI STATEMENT OF QUALIFICATIONS.PDF](#)

F. Comments By Public On Non-Agenda Items

The public is invited to comment on items not appearing on the published meeting agenda.

G. Comments By Mayor And City Councilors

H. Comments By City Manager And City Attorney

I. Motion To Adjourn

Auxiliary aides for the disabled are available upon request. Please contact Alfred Abeita, City

Clerk, at 505-863-1254 at least (1) week prior to the meeting or as soon as possible in advance of the meeting to make any necessary arrangements.

Pursuant to the "Open Meetings Act", NMSA 1978, Section 10-15-1 through 10-15-4 of the State of New Mexico, this Agenda was posted at a place freely accessible to the public 72 hours in advance of the scheduled meeting.