

Minutes of the Regular Meeting of the Gallup City Council, City of Gallup, New Mexico, held in the Council Chambers at Gallup City Hall, 110 W. Aztec Ave. at 6:00 p.m. on Tuesday, May 22, 2018.

The meeting was called to order by Mayor Pro Tem Landavazo.

Upon roll call, the following were present:

Mayor Pro Tem:	Allan Landavazo
Councilors:	Linda Garcia Yogash Kumar Fran Palochak
Absent:	Jackie McKinney, Mayor
Also present:	Maryann Ustick, City Manager Curtis Hayes, City Attorney

Mayor Pro Tem Landavazo said Mayor McKinney's absence shall be recorded as an excused absence.

Mr. Hayes, certified for the record that the matters discussed during the closed session of May 15, 2018 were limited to the possible acquisition of real property.

Mayor Pro Tem Landavazo called for a moment of silence in memory of former City Councilor Pat Butler who recently passed away.

Presented to the Mayor and Councilors for their approval were the Minutes of the Special and Regular Meetings of May 8, 2018.

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

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

1. Approval of Northwest New Mexico Council of Governments (NWNMCOG) Membership Agreement for Fiscal Year 2019 – Maryann Ustick, City Manager

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Ms. Ustick presented the membership agreement for fiscal year 2019 in the amount of \$65,000. She also requested to reaffirm the City's existing representatives on the Board of Directors, which include Louie Bonaguidi, Councilor Kumar, Councilor Landavazo, and Ms. Ustick. Councilor Kumar would like to step down from the Board; therefore, he recommended Councilor Palochak serve in his place.

Councilor Kumar made the motion to approve the NWNMCOG Membership Agreement for FY 2019 and to appoint Mr. Bonaguidi, Ms. Ustick and Councilors Landavazo and Palochak to the NWNMCOG Board of Directors. Seconded by Councilor Garcia. Roll call: Councilors Kumar, Garcia, Kumar and Mayor Pro Tem Landavazo all voted yes.

2. Approval of a Standardized Parade Route – Karen Carlisle, Emergency Management Specialist

Ms. Carlisle provided a power point presentation on the standardized parade route to increase safety and create a common operating procedure for emergency responders. The parade route would start at Aztec Avenue between 8th and 9th Streets extending east to 1st Street. Major participants have been notified and are on board with the new route, with the exception of the Inter-Tribal Ceremonial Parade and the Veteran's Day Parade, which will have their own route in place. The standard route would require additional personnel resulting in overtime, which has already been budgeted for.

Brief discussion followed regarding the length of time that the streets will be closed.

Councilor Palochak made the motion to approve the standardized parade route as presented. Seconded by Councilor Kumar. Roll Call: Councilors Palochak, Kumar, Garcia and Mayor Pro Tem Landavazo all voted yes.

3. Approval of BID and Budget Adjustment for Irrigation Tank – Matthew Alcalá, Director of Golf Operations

Mr. Alcalá requested bid approval and increase of \$30,000 from the General Fund to cover installation of the irrigation tank, an additional \$15,000 for the purchase of seed to cover troubled spots throughout the course and \$25,000 for golf cart batteries to repair 24 non-functioning carts.

Discussion followed regarding an approximate opening day being around the first week of July, the condition of the course, the number of golf cart batteries needed and the

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timeframe for seeding as well as the irrigation tank installation. Mr. Alcalá invited the Mayor and Councilors to view the current state of the course.

Councilor Palochak made the motion to approve the Irrigation Tank Bid and the request for a budget increase. Seconded by Councilor Kumar. Roll call: Councilors Palochak, Kumar, Garcia and Mayor Pro Tem Landavazo all voted yes.

4. Approval of Budget Adjustment for Animal Control Over-Time Deficit – Clyde (C.B.) Strain, Planning and Development Director

Mr. Strain presented a budget adjustment in the amount of \$6,000 to cover an overtime deficit caused by several unpredicted calls for service.

Brief discussion followed regarding McKinley County's monetary contribution.

Councilor Palochak made the motion to approve the budget adjustment for Animal Control over-time deficit. Seconded by Councilor Kumar. Roll call: Councilors Palochak, Kumar, Garcia and Mayor Pro Tem Landavazo all voted yes.

5. Approval of Budget Adjustment for Land Development Standards Update Project– Clyde (C.B.) Strain, Planning and Development Director

Mr. Strain said the RFP for the project specified a certain number of meetings and visits within the scope of work. However, further reviews of the drafted document, a number of amendments, additional meetings and consultant visits increased the total by \$10,287.75. Mr. Strain said the Planning Department was able to cover \$4,500 out of its Professional Services but will need an additional \$6,000 from the General Fund Reserves.

Councilor Palochak expressed her support of the budget transfer and Mr. Strain's efforts in gathering the communities input.

Councilor Landavazo commented on the amount of work put into the document and his eagerness to see the finished product.

Mr. Strain stated almost all recommended revisions were included creating a solid document that will be brought to the Council for adoption as early as June 2018.

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Councilor Palochak made the motion to approve the Land Development Standards update Project budget increase. Seconded by Councilor Kumar. Roll call: Councilors Palochak, Kumar, Garcia and Mayor Pro Tem Landavazo all voted yes.

6. Approval of Budget Adjustment for PRC EMS Grant Fund – Jesus (Chuy) Morales, Deputy Fire Chief

Deputy Chief Morales presented a request for approval to budget \$2,457.53 in Public Regulation Commission (PRC) Grant Funds to be budgeted into Fund 206 EMS Revenue and Qualified Expenditures. He provided a breakdown of the total amount.

Deputy Chief Morales said the money is already in the EMS account but has not been applied as revenue.

Councilor Garcia made the motion to approve budget adjustment for PRC EMS Grant Fund. Seconded by Councilor Kumar. Roll call: Councilors Garcia, Kumar, Palochak and Mayor Pro Tem Landavazo all voted yes.

7. Acceptance of Donation of Building Located at 313 Boardman and Cancellation of Ground Lease – Curtis Hayes, City Attorney

Mr. Hayes stated the City of Gallup currently owns the land at 313 Boardman; however, First Financial owns the building. A ground lease is in place which expires December 31, 2018. Due to a fire the building has been vacant for about a year but First Financial has continued to pay the ground lease. Based on feedback received and the potential for future expansion, a decision was made to acquire the building rather than sell it. First Financial has offered to donate the building. Mr. Hayes requested approval to accept the donation of land and letting them out of the lease without requiring them to demolish the building, which is stipulated in the lease.

Discussion followed regarding development of the area. Ms. Ustick stated it would be at least a year before a decision is made for the use of the building, in which case the City's Facility Manager is researching a more attractive way to secure the area.

Councilor Palochak made the motion to approve the acceptance of donation of the building located 313 Boardman and cancellation of the ground lease. Seconded by Councilor Kumar. Roll call: Councilors: Palochak, Kumar, Garcia and Mayor Pro Tem Landavazo all voted yes.

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8. Memorandum of Understanding Concerning Sharing of Cost for Pictometry Aerial Photography by and Between the County of McKinley and the City of Gallup – Brian Archuleta, IT Director

Mr. Archuleta said the purpose of the agreement is to provide annual updates to the City's aerial photography with current imagery and accurate information for both agencies' use for Geographic Information Systems (GIS). The proposed MOU is a renewal of an agreement that expired in 2017. The total amount of the contract is \$203,352 to be carried over a six (6) year period in which the City of Gallup pays one-third (1/3) and McKinley County pays two-thirds (2/3) which was previously budgeted.

Councilor Kumar made the motion to approve the Memorandum of Understanding Concerning Sharing of Costs for Pictometry Aerial Photography By and Between the County of McKinley and the City of Gallup. Seconded by Councilor Garcia. Roll call: Councilors Kumar, Garcia, Palochak and Mayor Pro Tem Landavazo all voted yes.

The following Presentation and Information Item was presented to the Mayor Pro Tem and Councilors:

1. Geographic Information System (GIS) Strategic Plan – Brian Archuleta, IT Director

Mr. Archuleta presented a brief overview of the GIS Strategic Plan for 2018-2011 and highlighted why the plan was done, how it integrates with City's Strategic Plan, vision and goals for the future and implementation of the plan.

Councilor Kumar commended Mr. Archuleta on the outstanding work he has done for the City.

Brief discussion followed regarding the constant changes in technology and how that will affect the plan in the future. Mr. Archuleta thanked Dennis Romero, Gallup Joint Utility Executive Director, and staff for their assistance in creating an online water outage map.

Ms. Ustick also expressed her appreciation to Mr. Archuleta in managing and coordinating the mass amount of data and the training he provides to his staff.

Councilor Landavazo thanked Mr. Archuleta for all he has done.

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Comments by Public on Non-Agenda Items

Helen Matzke announced Friday, May 25, 2018 is Officer Appreciation Day and encouraged everyone to express appreciation to our police officers.

Comments by Mayor and City Council

Councilor Palochak, Kumar and Garcia expressed their condolences to the Butler family in their closing comments regarding the recent passing of former Councilor Pat Butler.

Councilor Palochak reminded everyone of the Gallup-McKinley Women’s Summit on June 9th and June 10th, 2018 at John F. Kennedy Middle School and encouraged all women and teens to register free of charge. She also invited everyone to the Relay for Life event on June 15, 2018 at the Court House square at 6:00 PM through 8:00 AM. If there is anyone wishing to purchase a luminaria bag in honor of someone, they can do so by contacting her.

Councilor Kumar invited everyone to attend the Memorial Day Parade on Monday, May 28, 2018.

Mayor Pro Tem Landavazo encouraged everyone to be safe during the Memorial Day weekend and encouraged everyone to believe and support Gallup, New Mexico.

Comments by City Manager and City Attorney

Ms. Ustick commented on the progress and grand-opening of the Skate Park, the milling and overlaying of certain city streets currently in progress and a public hearing to be held on June 12, 2018 at 4:30 PM to obtain public input regarding the proposed plastic bag ordinance.

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



ATTEST:

Alicia Palacios, Deputy City Clerk

Jackie McKinney, Mayor