

AGENDA

GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, JUNE 23, 2020; 6:00 P.M.



Louie Bonaguidi, Mayor

Linda Garcia, Councilor, Dist. 1 Michael Schaaf, Councilor, Dist. 2
Yogash Kumar, Councilor, Dist. 3 Fran Palochak, Councilor, Dist. 4

Maryann Ustick, City Manager
Curtis Hayes, City Attorney

PUBLIC NOTICE: In accordance with the public health order issued by the New Mexico Department of Health, the meeting will be physically closed to the public; however, it will be accessible to the public via the following technology service:

Facebook Live stream through the City of Gallup's Facebook Page:
<https://www.facebook.com/CityOfGallup/>

Members of the public may submit comments on non-agenda items toward the end of the meeting. Please call 863-1254 to leave your name and a return phone number.

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 June 9, 2020

Documents:

[DRAFT MINUTES JUNE 9 2020 REG MTG.PDF](#)

D. Discussion/Action Topics

1. Fiscal Year 2021 Preliminary Budget For McKinley County Metropolitan

Dispatch Authority

Georgene Dimas, Director of the Metro Dispatch Authority, will present their proposed Preliminary Budget for Fiscal Year 2021 for review and approval by the City Council.

Fiscal Impact: See attached file.
Recommendation: Metro Dispatch Authority recommends approval of the FY 21 Preliminary Budget.
Speaker's Name Georgene Dimas

Documents:

[METRO FY21 INTERIM BUDGET W POS.PDF](#)

2. Fiscal Year 2021 Preliminary Budget For McKinley County Adult Detention Center

Tony Boyd, Warden at the McKinley County Adult Detention Center, will present their proposed Preliminary Budget for Fiscal Year 2021 for review and approval by the City Council.

Fiscal Impact: See attached files.
Recommendation: McKinley County Adult Detention Center recommends approval of the FY 21 Preliminary Budget.
Speaker's Name Tony Boyd

Documents:

[ADC FY21 BUDGET.PDF](#)
[ADC MAY FS W BILLING PROJ. 6.15.2020.PDF](#)

3. Approval And Acceptance Of The Quarterly Local Liquor Excise Tax Accountability Report For 1st Quarter Calendar Year 2020

Maura Schanefelt, McKinley County DWI Program Manager, will present the report to the City Council for their review and approval. The report summarizes the use of liquor excise tax funds by local programs and agencies during this time frame. The reports are submitted on behalf of the County Commission and City Council to the New Mexico Department of Finance and Administration to comply with state law. The County Commission approved the report at their June 2, 2020 Regular Meeting.

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

Documents:

[2020 Q1 QUARTERLY REPORT DATA.PDF](#)
[LET REPORT DATA QTR 1 FY20.PDF](#)

4. Budget Adjustment For Bond Payment

The City paid a bond payment early on our Series 2011 bond and have been requested to pay the interest due on that payment at the same time. This was

not anticipated in the budget and I am requesting a budget adjustment to accommodate the interest payment of \$4,913.33 on this bond.

The early payment was done in order to utilize funding proceeds to protect the mil levy rate calculation.

Fiscal Impact: Use of cash from fund balance of \$4,914.
Recommendation: Approval of a budget adjustment in the amount of \$4,914.
Speaker's Name: Patty Holland

5. Discussion About The Rescheduled Best Of The Best Rodeo Event

On April 28, 2020, City Council voted to cancel the June Best of the Best Rodeo dates and revisit the scheduling of the event for dates in August. Circumstances impacting the rodeo have changed over the past month and require Council discussion and action for the event.

1. The Governor's Public Health Order has not lifted limitations on Mass Gatherings above five (5) at this point in time. While future restrictions may change, hosting the event could pose a substantial health risk and liability.
2. Red Rock Park no longer has adequate staffing to host large events. The City Council approved substantial budget cuts on its June 9th agenda, including cutting the seasonal staff budget for Red Rock Park. At this time there are only three employees working at Red Rock Park and they cannot sustain the volume of work for the event.
3. Based on the same June 9th budget cuts, there is no overtime for employees that could assist in the operation of the event. Historically the rodeo has required time from approximately 20-30 city personnel across multiple departments. If the rodeo proceeds forward and employees are redirected to the event, other regular city services must be put on hold.
4. Lodgers Tax and the General Fund cannot absorb the losses incurred by the possibility of reduced participation over previous years.

Fiscal Impact: General Fund Expenditures: \$64,512.39 paid out for:
contract with Walt Eddy, 2019 refunds, and credit card
processing fees Lodgers Tax Expenditures: \$15,719.15
Total: \$80,231.54
Recommendation: Cancellation of the 2020 Rodeo and budget adjustment for
General Fund expenditures
Speaker's Name: Jennifer Lazarz

6. Appointments To The Planning And Zoning Commission

Due to the expiration of terms, there are two vacancies on the Planning and Zoning Commission. Matt Long is proposed for re-appointment and Kyle Spolar is proposed as a new appointment to the Commission.

Fiscal Impact: None.
Recommendation: Approve the appointments to the Planning and Zoning
Commission.
Speaker's Name: Mayor Louie Bonaguidi

Documents:

7. Resolution No. R2020-18; Revised CDBG Resolution For 2020 Project Selection

Summary: City Staff is working with the Northwest New Mexico Council of Governments (COG) on a Community Development Block Grant (CDBG) application for the West Logan Avenue Reconstruction Project due 17 July 2020 (as extended). The City Council approved a resolution for the submission of this application at its meeting of 26 May 2020.

Since then, Staff has received more accurate project costs from its on-call engineer and has updated the resolution accordingly. Since Local Government Division has pushed back the deadline, we have time to get this corrected. The only change effects the phased project amount and match.

Fiscal Impact: Project cost is currently estimates \$1.56M. Since no detailed engineering design work has been done yet, this is a "conceptual" order of magnitude estimate of -15% to +75% of final project costs.

Staff is applying for maximum CDBG funding of \$750K. CDBG funding requires a 10% match or \$75K. Potential balance required is \$735K including utility reconstruction over and above the CDBG funding.

Be advised. Funding for the match and potential balance is not available at this time.

Recommendation: Approve the attached resolution for Mayor's signature.

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|-----------------|---|
| Fiscal Impact: | See Comments Above. |
| Recommendation: | See Comments Above. |
| Speaker's Name | Stanley Henderson - Public Works Director |

Documents:

[20-06-23_3A RESOLUTION RE 2020 CDBG PROJECT SELECTION REVISED.PDF](#)

8. Resolution No. R2020-19; Revised ICIP Resolution For CDBG Funding Of West Logan Avenue Reconstruction Project

Summary: City Staff is working with the Northwest New Mexico Council of Governments (COG) on a Community Development Block Grant (CDBG) application for the West Logan Avenue Reconstruction Project due 17 July 2020 (as extended). In order to receive additional points and a more favorable project consideration, this project should be prioritized higher in the City's Infrastructure Capital Improvement Plan (ICIP).

By adopting this resolution, the City will be amending the City's ICIP as follows:

- (1) Inserts the West Logan Project;
- (2) Swaps the West Logan project out with Red Rock Performers Quarters project at #5 overall, but keeps Red Rock Performers Quarters as priority project on the ICIP..
- (3) Moves all subsequent projects down by one spot.

COG staff was advised by NM Local Government Division that the City should adopt a resolution to document these changes officially. The City will be able to update its ICIP formally in the normal ICIP submission cycle due on or before September 15, 2020.

Fiscal Impact: Staff is applying for maximum CDBG funding of \$750K. This funding requires a minimum 10% match or \$75K. City funding has not been identified at this time.

Recommendation: Prioritize the West Logan Avenue Reconstruction Project within the City's ICIP as stated above and adopt the attached resolution documenting same.

Fiscal Impact: See Comments Above.
Recommendation: See Comments Above.
Speaker's Name Stanley Henderson - Public Works Director

Documents:

[20-06-23_2A RESOLUTION RE ICIP REVISION FOR CDBG.PDF](#)
[20-06-23_2B REVISED INFRASTRUCTURE CAPITAL IMPRVMT PLAN.PDF](#)

9. **West Logan Avenue Reconstruction Project Design Award**

Summary: City Staff is working with the Northwest New Mexico Council of Governments (COG) on a Community Development Block Grant (CDBG) application for the West Logan Avenue Reconstruction Project. The City Council approved a resolution for the submission of this application at its meeting of 26 May 2020.

To obtain the most favorable consideration for the City's project, we need show progress toward a "shovel ready" project. To that end, we have a professional services proposal from DePauli Engineering and Surveying (DES). See attachment (a).

Fiscal Impact: Project development (design) is proposed for **\$157,415.11**.

On 11 June 2020, Staff met with DES about the status of the current Whole Block Sidewalk Reconstruction Prj. (DES is also the project engineer for this project.) Contractor has all but completed the project, and Staff is preparing for project close out in July out with the contractor and engineer. To that end, the Whole Block Sidewalk Reconstruction Prj has a **\$529,000** contingency.

Of that contingency, we "estimate" that **\$300,000** will be needed for final quantities settlement with the contractor, and **\$50,000** will be needed for final payment to DES. The balance remaining - **\$179,000** - can be used for the project development of West Logan Avenue Reconstruction Prj.

Recommendation: Apply the extra funds from the Whole Block Sidewalk Reconstruction Prj toward the project development costs for West Logan Avenue Reconstruction Prj. To that end:

- a) Approve the transfer of **\$160,000** from the Whole Block Sidewalk Reconstruction Prj budget (C11902) to the West Logan Avenue Reconstruction Prj budget.
- b) Approved the award of project development (design) to DePauli Engineering

and Surveying for **\$157,415.11** including NMGRT.

Note: Project funding beyond design is not currently identified or available. If the City's CDBG application is approved by NMDFA for full CDBG funding, another \$650,000 in funding will be required then for a complete project.

Fiscal Impact: See Comments Above.

Recommendation: See Comments Above.

Speaker's Name Stanley Henderson - Public Works Director

Documents:

[20-06-23_4A DES EM 20-05-11 1130 RE WLA PROPOSAL.PDF](#)

10. **Airport Pavement Preservation Contract Award**

Summary: Bids for pavement preservation of the airport apron were opened on 26 May 1920. The apparent low bidder is American Airport Maintenance for \$131,675.51 including NMGRT. See attachment (a).

Scope of work crack sealing, seal coating, and new pavement markings on the airport ramp in front of the airport terminal. Engineer of record is Armstrong Consultants, Inc.

Federal Aviation Administration does not provide a funding agreement; until, bids are opened by the local entity. Contract award is then contingent on FAA approval. To that end, we have for the City Council's consideration and approval:

1. NMDOT Aviation Grant GUP-20-01 for \$8,500. See attachment (b).
2. Task Order B from Armstrong Consultants for \$35,743.13 including NMGRT. See attachment (c).
3. Construction award to American Airport Maintenance for \$131,675.51 including NMGRT. See attachment (a).
4. Future FAA Grant for \$153,000 or thereabouts.

Fiscal Impact: Staff has budgeted \$36,000 for the City's match and incidental costs as part of the FY 19-**2020** Community Improvement Plan. An estimated project budget is provided by attachment (d).

Recommendations:

1. Approve NMDOT's Aviation Grant GUP-20-01 for \$8,500 and budget same for the project in question.
2. Approve award of Task Order B from Armstrong Consultants for \$35,743.13 including NMGRT.
3. Approve award of construction contract to American Airport Maintenance for \$131,675.51 including NMGRT pending receipt of future FAA funding.
4. Authorize the Mayor to accept a future FAA funding grant for the construction contract balance on behalf of the City.

Note: For the City Council's information:

- Phase 1 pavement preservation above is for the east apron in front of the Terminal building.
- Phase 2 pavement preservation is for the west apron in front of the airport hangars. Staff is working for full project funding with NMDOT Aviation. If successful, Phase 2 will take place this fall.

- Phase 3 is the full reconstruction of the taxiway in FY 2021 and/or FY 2022 with the FAA. 90% of the project will be funded by the FAA with 5% by the State and 5% by the City.

Fiscal Impact: See Comments Above.
Recommendation: See Comments Above.
Speaker's Name Stanley Henderson - Public Works Director

Documents:

[20-06-23_5A ACI LTR 20-06-03 RE AWD RECOMMENDATION.PDF](#)
[20-06-23_5B NMDOT AVIATION GRANT GUP-20-01.PDF](#)
[20-06-23_5C ARMSTRONG CONSULTANT TASK ORDER B.PDF](#)
[20-06-23_5D PRJ BUDGET ESTIMATE RE AIRPORT PAVEMENT PRESERVATION PH 1.PDF](#)

11. Resolution No. R2020-17; Resolution For 19-2020 NMDOT Co-Op Funding Extension

Summary: Attachment (a) is a resolution requesting a time extension from the New Mexico Department Of Transportation (NMDOT) for its FY 19-2020 Cooperative (COOP) funding. Funding expires 31 December 2020.

COOP Funding is used by the PW/Streets and Flood Control Division for milling and overlaying City streets each summer. This summer, the COVID-19 Health Emergency has drastically eroded the revenue into PW's operations budget, and PW cannot afford the match required for the COOP grant. Furthermore, State restrictions on gatherings precludes the assembly of the crew size required for milling and overlaying operations.

As such, the COOP grant needs to be extended from December 2020 to 31 December 2021. With the extension, matching funds can come from the 20-2021 City budget.

Fiscal Impact: COOP Grant is for \$193,543.00. NMDOT share is \$145,157.00. \$48,286 is the minimum required City match.

Recommendation: Approve attached resolution for Mayor's signature.

Fiscal Impact: See Comments Above.
Recommendation: See Comments Above.
Speaker's Name Stanley Henderson - Public Works Director

Documents:

[20-06-23_1A RESOLUTION RE 19-2020 COOP FDG TIME EXTENSION.PDF](#)

12. FAA CARES Grant Approval

Summary: As part of FAA's CARE Act program, FAA has made \$20,000 available to the City for Municipal Airport costs including operation.

Fiscal Impact: None. FAA's CARE Act program requires no City or State match.

Recommendation:

1) Accept the FAA's CARE Act Grant Offer for \$20,000. Funding will be used for utility and other allowable operational costs at the Municipal Airport.

2) Authorize Ms Maryann Ustick (and her delegatee) as the City's authorized representative to execute this grant.

Fiscal Impact: See Comments Above.

Recommendation: See Comments Above.

Speaker's Name Stanley Henderson - Public Works Director

Documents:

[20-06-23_6A FAA CARE GRANT AGREEMENT.PDF](#)

E. Comments By Public On Non-Agenda Items

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

F. Comments By Mayor And City Councilors

G. Comments By City Manager And City Attorney

H. Motion To Adjourn

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.