

AGENDA

GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, AUGUST 11, 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 July 28, 2020

Documents:

[DRAFT MINUTES JULY 28 2020 REG MTG.PDF](#)

D. Discussion/Action Topics

1. U.S. Economic Development Administration (EDA) Grant Application

Approval

The City of Gallup and the Greater Gallup Economic Development Corporation (GGEDC) are requesting City Council approval to submit a U.S. Economic Development Administration (EDC) grant application for a grant in the amount of \$1,500,000.00 in order to develop a Comprehensive Gallup Recovery Plan. The plan will contain the following elements:

- Mayor's Summit on Community Resilience
- Airport Market Feasibility / Airport Economic Development Plan / Airport Master Plan
- Public-Private Partnership Infrastructure Plan
- Retail Recovery Plan
- Transportation Master Plan (including autonomous & aviation)
- Utility Master Plan

There is a local match in the amount of \$250,000.00 to be covered by the City of Gallup. These matching funds will be provided by State Funding for Economic Development.

Attached is the grant application. Members of GGEDC will be present during the Council meeting to answer any technical questions pertaining to the grant or any of the elements contained in the plan.

Fiscal Impact:	\$250,000.00 to be provided by State Funding for Economic Development
Recommendation:	Staff recommends approval to proceed with submittal of the EDC grant application
Speaker's Name	C.B. Strain

Documents:

[EDA APPLICATION - GALLUP RECOVERY PLAN \(1\).PDF](#)

2. Veterinary Services Award Of Contract

Per the City of Gallup, McKinley County Joint Powers Agreement for Veterinarian and Shelter services the City and County contract with private entities to provide these services. The current contracts are now expiring which requires new Requests for proposals to be advertised in order to receive proposals for these services. Requests for Proposals (RFP's) for veterinary services went out and one veterinarian responded. The RFP Evaluation Committee evaluated the proposal and met on July 24, 2020 to score the proposal using criteria developed and included in RFP 2019/2020/07/P. After thorough review and discussion the Evaluation Committee selected Clinton J. Balok as the veterinarian most qualified for the service. The reason for this selection is based on forty plus years of experience and expertise Mr. Balok has in the veterinary field and his familiarity with the City of Gallup and surrounding areas.

Fiscal Impact:	\$103,980.00 including taxes which will be split 60% City of Gallup and 40% McKinley County.
Recommendation:	Staff recommends approval of award of contract to Clinton J. Balok to perform veterinary services fo
Speaker's Name	C.B. Strain

Documents:

[RFP VET SVCS COST PROPOSAL-C BALOK.PDF](#)

3. Shelter Services Award Of Contract

Per the City of Gallup, McKinley County Joint Powers Agreement for Veterinarian and Shelter services the City and County contract with private entities to provide these services. The current contracts are now expiring which requires new Requests for proposals to be advertised in order to receive proposals for these services. Requests for Proposals (RFP's) for animal shelter services went out and one animal shelter service responded. The RFP Evaluation Committee evaluated the proposal and met on July 24, 2020 to score the proposal using criteria developed and included in RFP 2019/2020/06/P. After thorough review and discussion the Evaluation Committee selected the McKinley County Humane Society as the animal shelter most qualified for the service. The reason for this selection is based on twenty five plus years of experience and expertise the McKinley County Humane Society has in all aspects of shelter, adoption and animal care services with the City of Gallup and surrounding areas.

Fiscal Impact: \$175,000.00 which will be split 60% City of Gallup and 40% McKinley County.

Recommendation: Staff recommends approval of award of contract to the McKinley County Humane Society to perform shel

Speaker's Name C.B. Strain

Documents:

[RFP ANIMAL SHELTER SVCS MCHS \(2\).PDF](#)

4. Resolution R2020-26: Local Liquor Excise Tax Distribution

Local Liquor Excise Tax revenue is allocated to the City and the County based on the recommendations of the "LET Task Force" which is a committee comprised of City and County officials. The revenue that is distributed for FY 21 is what was collected in FY 20. The final revenue amount collected in FY 20 has not yet been determined, but will be at least \$1.25M.

The LET Task Force is recommending the following distribution:

\$835K to the City to pay for the operation of Gallup the Detox facility
\$200K to the County to operate the Juvenile Substance Abuse
\$100K to the County to operate the County DWI program
\$115K to the County to pay for detox and substance abuse treatment in the jail

When Council approved the contract with NCI to operate Gallup Detox for FY21, it also approved utilizing \$835K of general fund monies to pay for those services. With approval if this resolution, it will not be necessary to use the general fund.

The resolution was approved by the County Commission at its August 4 meeting. If the final revenue amount exceeds \$1.25M, the Task Force will meet to consider allocation of the additional revenue.

Fiscal Impact: Budget adjustment to reflect the \$835K increase in revenue.

Recommendation: Approval of the resolution

Speaker's Name Curtis Hayes

Documents:

[LET JOINT RESOLUTION 2020.PDF](#)

5. Budget Adjustment For Street Light Maintenance And Repair

I am requesting a budget adjustment in the amount of \$50,000.00 to Account No. 507-6061-442-44-95 which is the Street light Maintenance account. My original budget request of \$5,000 did not take into account that one hit and run on an aluminum street light pole could decimate the entire budget. It is also my understanding that even if an insurance claim is filed and paid, the money goes back into the 507 cash fund, not street light maintenance budget.

Fiscal Impact: A budget adjustment in the amount of \$50,000.00 from the available cash in Fund 507 into account 507-6061-442-44-95.

Recommendation: Staff recommends approval of this budget adjustment.

Speaker's Name John Wheeler

6. Request For Budget Adjustment - Water Dept Overtime

During the abbreviated budget process for this fiscal year, the line item for Water Department overtime was excluded from the final budget in account 506-6063-444.41-50.

The overtime budget approved for 506-6063-444.41-50 last fiscal year was \$200,000.

Staff requests a budget adjustment of \$200,000 from the Water Enterprise Fund (Fund 506) reserve into 506-6063-444.41-50 in order to address the omitted item.

Fiscal Impact: Budget adjustment (expenditure) of \$200,000 from Water Enterprise Fund reserve.

Recommendation: Staff recommends approval of budget adjustment of \$200,000 from Water Enterprise Fund

Speaker's Name Dennis Romero

7. Request For Budget Adjustment - Wastewater Rent Of Equipment And Machinery

With the advent of the COVID-19 crisis, the Wastewater Collections crew noted a significant increase in sewer line blockages due to a shortage of toilet paper and the public's increased use of flushable wipes and rags. Flushable wipes do not break down in the wastewater system and create debris blockages that inevitably lead to sanitary sewer overflows. In response to an increased wastewater collection line cleaning schedule, the Water and Sanitation Department rented an additional vacor truck in March and has had three wastewater crews continuously cleaning manholes and sewer lines to prevent blockages and overflows. The rental term for the month is almost complete, and WSD would like to extend the rental of this additional vacor truck for the following reasons:

1. The amount of blockages noted by the wastewater crews during the inspection, cleaning and jetting of manholes has not decreased;
2. One of the two vacor units the City owns has been experiencing a number of mechanical issues leading to significant downtime; and
3. A decrease in the current levels of vacor truck availability will very likely lead to a significant increase in sanitary sewer overflows, which will create a significant regulatory liability the the New Mexico Environment

Department and Environmental Protection Agency.

Please note that the City has requested reimbursement of \$59,000 via its CARES Act grant application from the State of New Mexico due to costs to date for this item.

Recommendation:

Staff recommends approval of budget adjustment of \$52,480 from Fund 506 for its rental equipment and machinery account budget line item (508-6062-443.47-12).

Fiscal Impact: Budget adjustment (expenditure) of \$52,480 from Wastewater Enterprise Fund (Fund 506) for account 508-6062-443.47-12.

Recommendation: Please see "Description" above.

Speaker's Name Dennis Romero

8. Fire Fund Budget Adjustment

The Gallup Fire Department Requests Council approval to budget unallocated cash funds from the 209 Fire Fund account in the amount of \$160,492.00 for the following items.

- \$86,792.00 to finalize the North Side Fire Station parking resurface project. Due to end-of-year constraints the final invoice for the project was not received in time to finalized for FY'20
- \$73,700.00 allocated to Fund 209 Vehicle Capital account for future purchase of an aerial apparatus teanatively FY'22 / FY'23.

Fiscal Impact: Budget expenditure increase of \$86,792 in Fund 209 Land improvement. Budget expenditure increase of \$73,700 in Fund 209 Vehicle Capital account.

Recommendation: Staff recommends budget approval.

Speaker's Name Jesus "Chuy" Morales, Fire Chief

9. FY'21 Trauma Fund Approval

The Gallup Fire Department is pleased to announce that we have been selected by the Department of Health, Trauma Systems Fund Authority to receive an award in the amount of \$16,600.00 to purchase one Power Gurney with accessories.

Year-to-date the Gallup Fire Department has responded to 3687 calls for service. Rescue & Emergency Medical Service (EMS) calls account for 89% for a total of 3282 calls. Use of a power gurney will enhance firefighter's safety specifically with back injuries.

Fire department will coordinate with Finance to appropriate award into the proper budget account.

Fiscal Impact: Budget adjustment of \$16,600 revenue and expenditure.

Recommendation: Staff recommends budget approval.

Speaker's Name Jesus "Chuy" Morales, Fire Chief

Documents:

[GFD AWARD LETTER UPDATED..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.