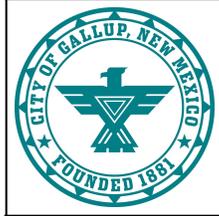


## AGENDA

### GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, JUNE 9, 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 during the public hearing on the proposed fireworks restrictions and 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 May 26, 2020

Documents:

[DRAFT MINUTES MAY 26 2020 REG MTG.PDF](#)

**D. Presentation Of Proclamation**

New Mexico Heart Walk Day

## E. Discussion/Action Topics

### 1. Resolution No. R2020-15; Adoption Of The Comprehensive Housing Analysis For The Greater Gallup Area

The Gallup City Council at their August 27, 2019 regular City Council Meeting accepted Legislative Appropriation Number ZD9023 in the amount of \$100,000.00 in order to conduct a comprehensive housing analysis for the greater Gallup area. The intent of the study is to determine housing needs for the Gallup area, excluding LMI or subsidized housing units. The goal is to develop a plan that invites housing development in order to spur economic growth.

Requests for Proposals (RFP's) went out and five (5) firms responded. The RFP Evaluation Committee evaluated each proposal and met on November 25, 2019 to score proposals using criteria developed and included in RFP 2019/2020/01/P. After thorough review and discussion the Evaluation Committee selected Sites Southwest as the firm most qualified for the project. Sites Southwest was awarded the project at the regular City Council meeting on December 10, 2019.

Sites Southwest has completed the project and a final draft document is being presented to City Council for review and adoption. Sites Southwest will give a presentation on the process and findings of the analysis.

Fiscal Impact: \$100,000.00 to be reimbursed to the City of Gallup from Legislative Appropriation No. ZD9023. Around half of the \$100,000.00 has been reimbursed back to the City to date.

Recommendation: Recommend approval of Resolution No. R2020-15

Speaker's Name C.B. Strain

Documents:

[COMPREHENSIVE HOUSING ANALYSIS RESOLUTION NO. RP2020-15.PDF](#)

[CITY OF GALLUP HOUSING PLAN](#)

[DRAFT\\_FINALPUBLICREVIEWDRAFT.PDF](#)

[GALLUP200609\\_CC REVISED 06.04.PDF](#)

### 2. Resolution No. R2020-16; FY 2021 Initial Budget Adoption

Each year, the City of Gallup prepares an annual budget for the upcoming fiscal year. The Department of Finance and Administration (DFA) requires Council to pass a resolution to adopt the 2021 Preliminary Budget. The approved budget along with documentation of approval is due to DFA by July 31, 2020.

This budget has been completely reworked from the initial budget approved in May. Due to the pandemic and the impact it has had we are projecting 30% reductions to Gross Receipts taxes. Gasoline tax, and some smaller revenue items. As a result we have made some very difficult decisions in how to trim the budget to an a spending level that can be met with projected cash and revenue. We will be using cash reserves as much as possible to help minimize the impact on staff and services provided.

Fiscal Impact: This budget will define anticipated revenue as well as spending parameters for the coming fiscal year for each fund.

Recommendation: Approval of FY 2021 Budget

Speaker's Name Patty Holland

Documents:

[BUDGET RESOLUTION FY 21.PDF](#)

[BUDGET 300 2020 06 05 PROPOSED INITIAL.PDF](#)

### 3. **Public Hearing: Proclamation Declaring Extreme Drought Conditions: Restricting Fireworks**

May 26, 2020, Regular Council Meeting - Fire Chief Jesus Morales presented information on current drought conditions and measures to restrict certain aerial and ground audible fireworks.

Mayor and Council will be provided a review of current drought conditions and presented with a Proclamation declaring extreme drought conditions; restricting of fireworks which will be good for 30 days.

Staff recommends approval of Proclamation Declaring Extreme Drought or Severe Drought Conditions: Restricting Fireworks.

Fiscal Impact: No fiscal Impact

Recommendation: See above description

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

Documents:

[NM DROUGHT CONDITIONS.PDF](#)

[PROCLAMATION DECLARING EXTREME OR SEVERE DROUGHT 2020 \(2\).PDF](#)

### 4. **Ordinance No. S2020-6; Repeal Of The Ban On Alcohol Sales At Convenience Stores**

On April 14, the Council adopted an Ordinance forbidding the sale of alcohol by convenience stores due the concern that individuals were buying alcohol at convenience stores and then consuming the alcohol with other individuals, thereby significantly increasing the risk of spreading the COVID19 virus. At the time, package stores were closed pursuant to a Public Health Order issued by the New Mexico Health Secretary. Both the Public Health Order and the Gallup ordinance allowed the sale of alcohol by grocery stores.

The convenience stores located within Gallup cooperated with the City's ban and have remained compliant with the ordinance. However, as the Health Secretary has issued a new Public Health Order allowing package liquor stores to open effective June 1, the underlying purpose of the City's ordinance to limit the number of places where alcohol can be purchased to the four grocery stores located within the City limits can no longer be met. Therefore, there no longer exists a reasonable basis to single out convenience stores as the only category of licensed dispensers not allowed to sell alcohol.

Fiscal Impact: None

Recommendation: Approval of the repeal of Ordinance S2020-3

Speaker's Name Curtis Hayes

Documents:

[REPEAL OF ORDINANCE 2020-3-2.PDF](#)

#### **5. Contract And Budget Adjustment For The State BHIZ Grant**

The FY2021 BHIZ budget allocates a total of \$250,000 for the City of Gallup to operate a BHIZ Program which includes screening, assessment, treatment and case management. Services will be tracked in order to evaluate effectiveness. This contract is effective July 1, 2020.

Fiscal Impact: A budget adjustment of revenue and expenditures for the project.

Recommendation: Approval of the FY21 BHIZ contract and budget adjustment for FY21 expenditures

Speaker's Name Debra L. Martinez

Documents:

[FY21\\_SGF\\_BB10\\_BHIZ\\_CITY OF GALLUP.DOCX.PDF](#)

#### **6. Approval Of Gallup Detoxification Center Intensive Services Agreement**

The FY2020 BHIZ Budget allocates a total of \$80,000 in funding for NCI intensive counseling and case management services. Services will be tracked in order to evaluate the effectiveness.

Fiscal Impact: Intensive Service Agreement will be funded with Behavioral Health Investment Zone (BHIZ) funds in the amount of 80,000.

Recommendation: Approval of Gallup Detoxification Center Intensive Services Agreement in the amount of \$80,000

Speaker's Name Debra L. Martinez

Documents:

[GALLUP DETOX INTENSIVE SERVICES CONTRACT FY21 80K 6.2.20.PDF](#)

#### **7. Request To Award Bid For Marce Court Sewer Improvements (Formal Bid No. 2016) And Associated Budget Adjustments**

Upon investigation and inspection during calendar year 2019, Staff found that approximately 500 feet of 8-inch sewer line in the Marce Ct area was failing and creating a potential public health hazard. Over the past several months, wastewater collections crews have monitored the area and prevented any major sewer overflows. During this time, the Water and Sanitation Dept had DePauli Engineering Services develop a design and set of bid documents to replace this section of sewer line.

During a May 26, 2020 bid opening, Dallago Corporation, of Gallup, NM, submitted the apparent low bid of \$199,295 (Attachment 1), which has been certified by the Engineer of Record, along with a recommendation of award (Attachment 2).

As this project was not on a previous year's ICIP Schedule, Staff looked for ways to fund the project with existing funds, as shown in the table below:

<b>Marce Ct Sewer Line Project</b>		
<b>Formal Bid 2016</b>		
<b>Engineer's Estimate</b>	\$ 140,915	Engineer has recommended award to apparent low bidder
<b>Low Bid</b>	\$ 199,925	Bid Opening on May 26th
Funding Source	Amount	Comment
Proj CI16-38	\$ 20,825	Remaining Funds
FY 2020 Misc WW MnR Remaining	\$ 35,450	Remaining Funds
Gallup Housing Authority Contribution	\$ 15,000	Tentative Commitment - Board to review in one week
FY 2021 Misc WW MnR Funding	\$ 128,650	FY 21 Approved Funding

Recommendation:

Staff recommends approval of award of the Marce Ct Sewer Project to Dallago Corporation, and associated budget transfers listed.

Fiscal Impact: Please see table in Description section for a list of funding sources. Funding sources would have to be transferred to a Marce Ct sewer project. Transfers and expenditures per list in Table.

Recommendation: Please see above.

Speaker's Name: Dennis Romero

Documents:

[ATTACHMENT 1 - MARCE CT BID TABULATION.PDF](#)

[ATTACHMENT 2 - MARCE CT AWARD RECOMMENDATION.PDF](#)

**8. Budget Adjustment For Change Order No. 1 - Coal And 9th Street Waterline**

While working on the water line replacement project at 9th and Coal, the Contractor and Field Engineer exposed an old water meter and sewer service line to a lot in the area.

Per City Code 8-1-4, "*Changes in Connection - B. Changeover: In the event of a "changeover" connection, where a connection is changed from an old or existing water main to a new or other water main, then the city shall bear the whole cost thereof. (Ord. C61-25, 4-21-1964);*" and City Code 8-4-2 E.6. "*Connections may be made to any line without reimbursement cost for the purpose of extending the city owned water or sewer system...*"

As the existing water meter and sewer service line in the area had to be relocated

for the water line replacement project, the City authorized the replacement of the water and sewer service lines to the lot in order to complete the water line project, via Change Order No. 1.

Change Order No. 1 (Attachment 1) is in the amount of \$9,470.85. This represents an increase of 8.9% to the original contract value of \$105,496.38, for a revised total contract value of \$114,967.23.

Recommendation:

As the replacement of the service lines was caused by project activity, Staff recommends approval of a budget adjustment of \$9,470 from Fund 506 for the Coal and 9th Ave Water Line Replacement Project.

Fiscal Impact: Budget adjustment of \$9,470.23 from Fund 506 for expenditure in the 9th and Coal Ave water line replacement project.

Recommendation: Please see above.

Speaker's Name Dennis Romero

Documents:

[ATTACHMENT 1 - 9TH AND COAL WATERLINE CHANGE ORDER NO 1.PDF](#)

**9. Budget Adjustment Request - Wastewater FY20 Closeout**

Operation of the City's Wastewater Treatment Plant (WWTP) is carried out via an Operations and Maintenance (O&M) Contract with Jacobs.

In previous years, Jacobs paid for City Utilities (i.e. electric and water), and was reimbursed under their contract with the City. In FY20, costs for city utility service was shifted directly to the City, specifically to be paid by Fund 508.

This was the first year of this modified billing structure, with no previous baseline for costs. As a result, the Water and Sanitation Department had met its commitment to directly paying utility costs for the WWTP, but is \$74,807.68 short of its WWTP O&M budget to pay the final O&M invoice from Jacobs and close out all WWTP costs for this fiscal year.

Staff requests a budget adjustment of \$75,000 from Fund 508 to cover these costs.

Fiscal Impact: Budget adjustment of \$75,000 from Fund 508.

Recommendation: Staff recommends approval of a \$75,000 budget adjustment from Fund 508

Speaker's Name Dennis Romero

**10. Budget Adjustment For Walmart Community Grant Award**

The Gallup Police Department was selected and awarded a grant in the amount of \$2,500 from the Walmart Community Grants Team and Facility #906. Therefore the Police Department is requesting a budget adjustment in revenue and expenditures in the amount of \$2,500.

The Department will be utilizing the funding for "Microsoft Office" for police vehicle

mounted mobile laptops.

Fiscal Impact:	Budget adjustment in revenue and expenditures in the amount of \$2,500.
Recommendation:	Acceptance & approval of budget adjustment for the Walmart Community Grant in the amount: \$2,500.00
Speaker's Name	Capt. Erin Toadlena-Pablo

Documents:

[WALMART GRANT APPLICATION \(1\).PDF](#)  
[WALMART GRANT.PDF](#)

**F. Comments By Public On Non-Agenda Items**

The public is invited to comment on matters 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**

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.