

Minutes of the Regular Meeting of the Gallup City Council, City of Gallup, New Mexico, held at Gallup City Hall, 110 West Aztec Avenue, at 6:00 p.m. on Tuesday, August 11, 2020.

The meeting was called to order by Mayor Louie Bonaguidi. He provided instructions to the public viewing the meeting through Facebook Live on how to provide comment on non-agenda items later in the meeting.

Upon roll call, the following were present:

Mayor:	Louie Bonaguidi
Councilors:	Linda Garcia Michael Schaaf Yogash Kumar Fran Palochak
Also present:	Maryann Ustick, City Manager Curtis Hayes, City Attorney

Presented to the Mayor and Councilors for their approval were the Minutes of the Regular Meeting of July 28, 2020.

Councilor Schaaf made the motion to approve the Minutes of the Regular Meeting of July 28, 2020 with the previously stated correction. Seconded by Councilor Palochak. Roll call: Councilors Schaaf, Palochak, Garcia, Kumar and Mayor Bonaguidi all voted yes.

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

- 1. U.S. Economic Development Administration (EDA) Grant Application Approval – Clyde (C.B.) Strain, Planning and Development Director**

Ms. Ustick said City staff has been working with the Greater Gallup Economic Development Corporation and the Northwest New Mexico Council of Governments on the proposed grant application. The actual application is in the amount of \$1.25 million and requires a local match of \$250,000, for a total of \$1.5 million. The grant will provide an opportunity to accomplish some of the City's goals as well as stimulate economic development on the west side of the city. The proceeds of the grant will be used to develop a Comprehensive Gallup Recovery Plan focused on the following components: Airport Master Plan, City Transportation Master Plan and Autonomous Vehicle Industry Attraction Plan.

Patty Lundstrom, Executive Director, Greater Gallup Economic Development Corporation, provided an overview regarding the development of the grant application. The Economic Development Administration has provided a special funding source to

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address the economic impacts caused by the devastation associated with the COVID-19 pandemic. The components of the proposed plan for the grant application are considered eventual tools for economic development in Gallup.

Councilor Palochak commended all those who were involved in preparing the proposed grant application. She spoke in support of the economic development efforts for the west side of the community.

Councilor Palochak made the motion to approve the U.S. Economic Development Administration Grant Application as submitted. Seconded by Councilor Kumar. Roll call: Councilors Palochak, Kumar, Schaaf, Garcia and Mayor Bonaguidi all voted yes.

2. Veterinary Service Award of Contract – Clyde (C.B.) Strain, Planning and Development Director

Mr. Strain said the City contracts with private entities to provide veterinary services and shelter services for animal protection in accordance with the Joint Powers Agreement with the County. Since the current contracts are about to expire, Request for Proposals (RFPs) were solicited for new contracts for these services. One response was submitted by Dr. Clinton J. Balok for veterinary services and the proposal was determined to be the most qualified by the evaluation committee. Mr. Strain recommended award of the contract to Dr. Balok in the amount of \$103,980 including taxes with costs being split between the City (60%) and County (40%).

Mayor Bonaguidi asked if the term of the contract is for four years, set to expire in 2024. Mr. Strain responded yes.

Councilor Garcia made the motion to award the veterinary service contract to Clinton J. Balok in the amount of \$103,980 including taxes to be split 60% by the City and 40% by the County. Seconded by Councilor Palochak. Roll call: Councilors Garcia, Palochak, Kumar, Schaaf and Mayor Bonaguidi all voted yes.

3. Shelter Services Award of Contract – Clyde (C.B.) Strain, Planning and Development Director

Mr. Strain said there was one proposal submitted by the McKinley County Humane Society to provide shelter services for animal protection. The proposal was reviewed by the evaluation committee and the Humane Society was selected to be the most qualified to provide the services. Mr. Strain recommended award of the contract to the McKinley County Humane Society in the amount of \$175,000 with costs being split between the City (60%) and County (40%).

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Mayor Bonaguidi asked if the term of the contract is for four years. Mr. Strain responded yes. Mr. Strain also said the City and County have already included the expenses for veterinary services and shelter services in their respective budgets.

Councilor Kumar made the motion to award the shelter services contract in the amount of \$175,000. Seconded by Councilor Palochak. Roll call: Councilors Kumar, Palochak, Schaaf, Garcia and Mayor Bonaguidi all voted yes.

4. Resolution No. R2020-26; Local Liquor Excise Tax Distribution – Curtis Hayes, City Attorney

Mr. Hayes presented the proposed joint resolution with the County directing the allocation and distribution of liquor excise tax revenue projected and/or received for Fiscal Year (FY) 2021. The County is the fiscal agent for collecting the tax for the City and County and has projected revenues of about \$1.25 million for FY 2021. The Liquor Excise Tax Task Force has recommended the following distribution of liquor excise tax funds: \$835,000 to the City for the operation of the Gallup Detox facility and the remaining \$415,000 to be allocated to the County for the operation of their programs. The County Commission has already approved the resolution at its August 4, 2020 meeting.

Councilor Palochak made the motion to approve Resolution No. R2020-26; Local Liquor Excise Tax Distribution. Seconded by Councilor Garcia. Roll call: Councilors Palochak, Garcia, Kumar, Schaaf and Mayor Bonaguidi all voted yes.

5. Budget Adjustment for Street Light Maintenance and Repair – John Wheeler, Electric Department

Mr. Wheeler presented the request for a budget adjustment in the amount of \$50,000 to the street light maintenance account. The original budget request of \$5,000 did not take into account that one hit and run accident resulting in damage to an aluminum street light pole could decimate the entire budget. Even if an issuance claim is filed and paid, the funds are directed to the 507 cash fund and not the street light maintenance budget.

Councilor Schaaf made the motion to approve the budget adjustment for street light maintenance and repair in the amount of \$50,000 from the available cash in Fund 507 into account number 507-6061-442-44-95. Seconded by Councilor Palochak. Roll call: Councilors Schaaf, Palochak, Garcia, Kumar and Mayor Bonaguidi all voted yes.

6. Request for Budget Adjustment; Water Department Overtime – Dennis Romero, Water and Sanitation Director

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Mr. Romero said during the abbreviated budget process for this fiscal year, the line item for the Water Department's overtime was excluded from the final budget. He recommended approval of an overtime budget for this fiscal year in the amount of \$200,000 to be funded by the Water Enterprise Fund reserve.

Councilor Kumar made the motion to approve the budget adjustment in the amount of \$200,000 for Water Department overtime costs. Seconded by Councilor Palochak. Roll call: Councilors Kumar, Palochak, Garcia, Schaaf and Mayor Bonaguidi all voted yes.

7. Request for Budget Adjustment; Wastewater Rent of Equipment and Machinery – Dennis Romero, Water and Sanitation Director

Mr. Romero presented the request for a budget adjustment needed for the extension of a lease for an additional vector truck used for clearing sewer line blockages. With the shortage of toilet paper during the current COVID-19 pandemic, there was an increased use of flushable wipes and rags thereby creating a significant increase in sewer line blockages. Although there is currently an increased availability of toilet paper, Mr. Romero recommended having the additional vector truck on hand should there be a need for it. He is hopeful that the costs for the additional vector truck will be reimbursable under the Coronavirus Aid, Relief and Economic Security (CARES) Act grant proceeds. Mr. Romero recommended a budget adjustment in the amount of \$52,480 from Fund 508.

Councilor Garcia spoke in support of the proposed budget adjustment and commended Mr. Romero and his staff for their work, especially during unfavorable working conditions.

Councilor Garcia made the motion to approve the request for a budget adjustment in the amount of \$52,480 from Fund 508 for wastewater rent of equipment and machinery. Seconded by Councilor Kumar. Roll call: Councilors Garcia, Kumar, Schaaf, Palochak and Mayor Bonaguidi all voted yes.

8. Fire Fund Budget Adjustment – Chief Jesus "Chuy" Morales, Gallup Fire Department

Chief Morales presented the request for approval to budget unallocated cash funds from the 209 Fire Fund account in the amount of \$160,492 for the following items:

- \$86,792 allocated to Fund 209, Land Improvements, to finalize the North Side Fire Station parking lot resurfacing project. Due to end-of-year constraints, the final invoice for the project was not received in time to finalize for FY 2020.
- \$73,700 allocated to Fund 209, Vehicle Capital, for the future purchase of an aerial apparatus tentatively for FY 2022/FY 2023.

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Councilor Palochak made the motion to approve the budget expenditure increase of \$86,792 in Fund 209, Land Improvements, to finalize the North Side Fire Station parking resurfacing project and a budget expenditure increase of \$73,700 in Fund 209, Vehicle Capital, for the future purchase of an aerial apparatus. Seconded by Councilor Garcia. Roll call: Councilors Palochak, Garcia, Kumar, Schaaf and Mayor Bonaguidi all voted yes.

9. FY 2021 Trauma Fund Approval – Chief Jesus “Chuy” Morales, Gallup Fire Department

Chief Morales said the Fire Department has been selected by the Department of Health, Trauma Systems Fund Authority, to receive an award in the amount of \$16,600 to purchase one power gurney with accessories. Year-to-date, the Fire Department has responded to 3,687 calls for service. 89% (3,282) of those calls are Emergency Medical Service (EMS) related. Use of a power gurney will enhance firefighters' safety, specifically with back injuries. Chief Morales commended Jessica Creech, EMS Coordinator, for her work in securing grant funding for this purchase. He also recommended approval of a budget adjustment in the amount of \$16,600 for revenue and expenditure of the grant.

Councilor Palochak commended Ms. Creech and Chief Morales for their work in looking at grant opportunities for the Fire Department. She also commended all the employees at the Fire Department for their professionalism and for the work they do.

Councilor Palochak made the motion to approve the FY 2021 Fund Approval in the amount of \$16,600 to purchase one power gurney with accessories. Seconded by Councilor Schaaf. Roll call: Councilors Palochak, Schaaf, Garcia, Kumar and Mayor Bonaguidi all voted yes.

Comments by Public on Non-Agenda Items

None.

Comments by Mayor and City Councilors

Mayor Bonaguidi said the activity at City Hall has been unbelievable during the past week. He commended Ms. Ustick and City staff for their extensive work with the CARES Act Grant Application.

Councilor Palochak provided information about the City's Annual Community Cleanup Campaign, which will take place on the west side of town on Saturday, August 15, 2020. Adrian Marrufo, Solid Waste Director, said the cleanup will include the areas of the city

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west of Munoz overpass to Marguerite Street and will primarily include the Stagecoach area, Arnold Circle area and Chaparral Mobile Home Park. Councilor Palochak encouraged everyone to wear facemasks and to adhere to the Governor's Public Health Order to help stop the spread of the coronavirus.

At the request of Councilor Garcia, Mr. Marrufo provided a brief update on the Community Cleanup Campaign which recently took place on the north side of the city. He was unable to provide a final report since City crews completed dumping the last loads of tires and other refuse earlier in the day.

Councilor Kumar agreed with the comments expressed by Mayor Bonaguidi. Councilor Kumar thanked all City staff who contributed to the CARES Act Grant Application.

Comments by City Manager and City Attorney

Ms. Ustick provided information about the CARES Act Grant Application. The Governor made available \$100 million to all counties and municipalities in the state through a competitive process, with the exception of the City of Albuquerque and Bernalillo County since they received their allocation directly from the federal government. The grant covers COVID-19 related expenditures by the City from March through December 2020. City staff came up with documentation for \$1.7 million in costs due to the pandemic. Ms. Ustick does not believe the City will receive the full amount but is hopeful the City will receive some funding. Ms. Ustick said the City also applied for a Small Business Assistance Grant Program, in which the Governor made available \$50 million to all cities and counties in the state, with the exception of the City of Albuquerque and Bernalillo County. She explained the eligibility requirements for small businesses to apply for up to \$10,000 in grant funding through the program to pay for costs, such as back rent, forward rent to December, utility payments, payroll costs and costs related to opening or reopening of businesses to comply with COVID-19 safety guidelines. The City asked for \$4 million for local small businesses; however, Ms. Ustick believes the City will receive some funding but not all of the \$4 million requested. In response to Mayor Bonaguidi, Ms. Ustick said the City will work with the Chamber of Commerce and the Small Business Development Center on the application process once the City receives the funds. In response to Councilor Schaaf, Ms. Ustick said assistance will be made available to non-profit organizations if they have COVID-19 related expenses.


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

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Louie Bonaguidi, Mayor



ATTEST:



Alfred Abeita II, City Clerk

Approved 8/25/2020