

## AGENDA

### GALLUP CITY COUNCIL REGULAR MEETING TUESDAY, SEPTEMBER 14, 2021; 6:00 P.M. CITY COUNCIL CHAMBERS



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

**The meeting will be accessible through the City of Gallup's Facebook Page:**

[City of Gallup, New Mexico Government - Home | Facebook](https://www.facebook.com/cityofgallup)

**Members of the public may submit comment on non-agenda items. 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. Certification For The Record Of The Matters Discussed During The Closed Session Of September 14, 2021 At 5:00 P.M.**

**D. Presentation Of Proclamation**

Alzheimer's Disease Awareness Day: Saturday, September 18, 2021

**E. Presentation And Information Items**

**1. Presentation Of The Greater Gallup Economic Development Corporation 2021 Annual Report**

Tommy Haws, Senior Vice President at Pinnacle Bank and President of the Greater Gallup Economic Development Corporation (GGEDC) Board of Directors,

will present the annual report for 2021.

Fiscal Impact: None.  
Recommendation: No action required - presentation item.  
Speaker's Name Tommy Haws

Documents:

[FINAL 2021 ANNUAL REPORT 09.08.2021.PDF](#)

## 2. North Side Outdoor Recreation Development Project

Members of the Adventure Gallup Board (AGB) would like to provide an update regarding the Outdoor Recreation Development Project on the North Side of Gallup.

Fiscal Impact: None  
Recommendation: None  
Speaker's Name JM DeYoung, Greg Kirk, Brian Leddy, Kevin Menapace

Documents:

[AGB NORTHSIDE PROJECT SHEET, 10 \(1\).PDF](#)

## F. Consent Agenda

These items are placed on the Consent Agenda so City Council can designate by unanimous consent those routine items they wish to be approved or acknowledged by one motion. If any item does not meet the approval of all Council members or if a citizen so requests, it will be heard as a separate item.

### Action Needed:

Motion to approve or acknowledge Items 1-8 on the Consent Agenda by unanimous vote:

### 1. Approval Of Minutes

Work Session and Regular Meeting of August 24, 2021

Fiscal Impact: None.  
Recommendation: Approve the minutes.  
Speaker's Name None.

Documents:

[DRAFT MINUTES AUG 24 2021 WORK SESSION.PDF](#)  
[DRAFT MINUTES AUG 24 2021 REG MTG.PDF](#)

### 2. Appointment Of Misty Tolson To The Gallup-McKinley County Animal Control Board

Patty Holland has resigned as a member of the Gallup-McKinley County Animal

Control Board. To fill the vacancy, Misty Tolson is recommended for appointment to the board.

Fiscal Impact: None.  
Recommendation: Appoint Misty Tolson to the Gallup-McKinley County Animal Control Authority Board  
Speaker's Name Mayor Louie Bonaguidi

Documents:

[MISTY TOLSON APPOINTMENT.PDF](#)

### 3. **Budget Adjustment For Radio Communication Redundancy**

Past experiences have reminded us of the need to ensure that city leadership can communicate effectively during a planned or unplanned event, even when the primary source of communication is inoperable. Whether on an emergency or non-emergency, the need to establish and maintain communication is essential. Redundancy in communication equipment is imperative; without backup systems in place, all it takes is one point of failure in a network to disrupt business operations.

Risk Management will fund this communication project to have a City UHF radio communication system. This will provide the means for city leadership to communicate through portable radios to ensure everyone stays informed when the need arises.

Staff recommends approval of a budget adjustment from Risk Management account 603 operations to a capital account for the purchase of 10 portable UHF radios and equipment. The cost estimate for this project is \$11,755.

Fiscal Impact: \$11, 755 decrease in 603 Operations account, and increase of \$11,755 in expenditure of 603 Capital account  
Recommendation: Staff recommends budget approval.  
Speaker's Name Jesus "Chuy" Morales, Fire Chief

Documents:

[EST\\_424725\\_FROM\\_ELECTRONIC\\_CENTER\\_INC.\\_13444 \(1\).PDF](#)

### 4. **Street Department Budget Adjustment For Overtime And Paving Of The Alley Behind City Hall**

1. Staff is requesting a budget adjustment in the amount of \$50,000.00 for overtime from the 216 Fund Balance into the Street Department's 216 operations budget. These funds will be used to finish up the Mill and Overlay, Community Cleanup and other after hour emergencies.

2. Staff is also requesting an additional \$15,000.00 from the 216 Fund Balance into the Street Departments operations budget to temporarily pave the alley behind City Hall before winter hits.

Fiscal Impact: \$65,000.00 from the 216 Fund Balance into the Street Department's Operations Budget.

Recommendation: Street Department is recommending approval of the budget adjustment in the amount of \$65,000.00

Speaker's Name Robert Hamblen

**5. Approval Of Resolution No. R2021-27 To Accept A US Department Of Transportation Federal Aviation Administration Grant And To Approve A Revenue And Expenditures Budget In The Amount Of \$5,232,688.00 In Fund 308 To Reconstruct And Construct Taxiways At The Gallup Municipal Airport, Award Construction Contract To FNF Construction Inc. For Reconstruction And Construction Of Said Taxiways, Accept Task Order D From Armstrong Consultants Inc. To Provide Professional Engineering Services For Said Project.**

Staff is requesting City Councils approval of Resolution No. R2021-27, authorizing acceptance of US Department of Transportation Federal Aviation Administration Grant No. 3-35-0019-028-2021 in the amount of \$5,232,688.00. This funding will be utilized to reconstruct Taxiway A (35'x7,300') and to remove and construct Taxiways A1, A2, A3, A4, and A5. This grant is 100% reimbursable with no matching funds required from the City of Gallup.

Staff requests that City Council approve a revenue and expenditures budget in the amount of \$5,232,688.00 set in fund 308 for said project.

Staff is also asking City Council to award the construction contract to FNF Construction Inc. for said project. Bid for the project were opened on May 4, 2020. Two bids were received, a copy of the bid tabulation sheet is included in this agenda item for your review. FNF Construction Inc came in with the lowest bid at \$4,496,254.95. Also included with this agenda item is an Award Recommendation Letter with supporting documentation from Armstrong Consultants Inc.

Finally staff is requesting acceptance of Task Order "D" awarding Armstrong Consultants Inc. a contract for professional engineering services to be provided for the duration of the project.

Fiscal Impact: Grant No. 35-0019-028-2021 is a 100% reimbursable grant with no required matching funds from the City of Gallup with a revenue and expenditures budget in the amount of \$5,232,688.00 set in Fund 308

Recommendation: Staff recommends approval of Resolution No. R2021-27, Award of Contract and Award of Task Order D

Speaker's Name C.B. Strain

Documents:

[TAXIWAY RESOLUTION.PDF](#)  
[GUP-SWG-3-35-0019-028-2021-GRANT AGREEMENT.PDF](#)  
[TABULATION BID NO. 2104.PDF](#)  
[AWARD RECOMMENDATION LETTER - BID NO 2104.PDF](#)  
[2021 GALLUP TASK ORDER D.PDF](#)

**6. Approval Of Resolution No. R2021-28 Accepting New Mexico Department Of Transportation Local Government Road Fund Cooperative Agreement No. L600194 For The City's Mill And Overlay Program**

Staff is requesting that City Council approve Resolution No. R2021-28 to accept The New Mexico Department of Transportation (NMDOT) Grant No. L600194 in the amount of \$189,576.00 for the City's annual Mill and Overlay Program Project. NMDOT's share is 75% equaling \$142,182.00 in Local Government Road Funds (COOP) to the City of Gallup with a local match share of 25% equaling \$47,394.00. Funding is used by the Public Works Streets Department for its annual Mill and Overlay Program. Matching funds in the amount of \$47,394.00 has been budgeted and will be taken from Fund 216.

Staff is requesting that City Council approve a revenue and expenditure budget in the amount of \$189,576.00 in Fund 218 and an expenditure budget in the amount of \$47,394.00 in Fund 216 for the required 25% matching funds for this project. Matching funds have already been budgeted in the City's CIP and placed in Fund 216 for this project.

Fiscal Impact: Revenue and expenditure budget in the amount of \$189,576.00 in Fund 218 and an expenditure budget in the amount of \$47,394.00 in Fund 216 for the required 25% matching funds.

Recommendation: Staff recommends approval of Resolution No. R2021-28 and approval of revenue and expenditure budget.

Speaker's Name C.B. Strain

Documents:

[COOP RESOLUTION \(1\).PDF](#)

[FY22 COOPERATIVE AGREEMENT - L600194 CITY OF GALLUP.PDF](#)

**7. Recommendation Of Bid Award For Formal Bid #2112 - The City Of Gallup BOR ICI Water Meter Replacement And Related Budget Adjustment**

The lowest qualified bidder was Barraza & Sons, LLC of Belen, NM in the amount of \$79,393.06 including New Mexico Gross Receipts Tax. Work for the project consists of replacing 17 existing mechanical water meters with more accurate and reliable water meters. Work will include meter removal and new meter installation, meter start up, traffic control as required, business/tenant notification prior to work, and in a couple instances a completely new water meter vault installation. This work was approved per the Bureau of Reclamation signed grant agreement R18AP00264 October 22, 2019, and September 24, 2019 City Council budget approval for Budget adjustment of an additional \$60,000 in-kind expenditure of these funds. Existing project GR2064 currently has a balance of \$27,092.05.

Fiscal Impact: Budget adjustment of \$52,302 from the Water Enterprise Fund 506 to increase the BOR project #GR2064 for related expenditures to complete the project.

Recommendation: Staff recommends approval of bid award and budget

adjustment.

Speaker's Name Elizabeth Barriga - Environmental Program Coordinator

Documents:

[BID TABULATIONS.PDF](#)

[RECOMMENDATION OF AWARD000.PDF](#)

**8. Recommendation Of Bid Award For Marguerite Franco Dr. And Victoria Ave. Waterline Replacement And Related Budget Adjustments**

The lowest qualified bidder was Apple Mountain Constructors, LLC of Estancia, NM with a total bid of \$489,097.67 including New Mexico Gross Receipts Tax. This project is on the ICIP list and is an old cast iron pipe that has had many leaks. The project was expedited so that repaving of the road could be done.

Marguerite Franco Dr. will consist of installing approximately 830 LF of new 6-inch waterline from the intersection of McKinley Drive & East Wilson Ave to the intersection of Marguerite Franco Dr. & Maloney Ave.

Victoria Ave will consist of installing approximately 665 LF of new 6-inch waterline from the intersection of Victoria Ave & 5th St to the intersection of Victoria Ave & 3rd St.

Work at both locations shall include fittings, specials, trenching, backfilling, compaction, transfer of existing water services, existing waterline removal, waterline abandonment and traffic control. Sidewalk, curb and gutter, asphalt and drive pad removal will also be required.

Per Finance, this project will be split into two project numbers shown under the fiscal impact.

Fiscal Impact: Budget adjustment of \$328,025 for Marguerite Franco project JU2105 and \$234,445 for Victoria Ave project JU2013 for a total cost of \$562,470, including contingencies from the Water Enterprise Fund 506

Recommendation: Staff recommends approval of bid award and budget adjustments

Speaker's Name Adrian Marrufo, Acting Director W/WW

Documents:

[RECOMMENDATION OF AWARD.PDF](#)

[BID TABULATIONS.PDF](#)

**G. Discussion/Action Topics**

**1. Request For Street Closures For Gallup High School Homecoming Parade To Be Held On Friday, September 24, 2021**

Christopher Trujillo, Student Council Sponsor at Gallup High School, will present the request to close Aztec Avenue from 8th Street to 1st Street for the 2021

Gallup High School Homecoming Parade. The proposed street closure is set in accordance with the standardized parade route established by the City Council. The parade is scheduled to begin at 3:00 p.m.

Fiscal Impact: TBD - City staff to provide support services for the event.  
Recommendation: Gallup High School recommends approval of the street closures.  
Speaker's Name Christopher Trujillo

Documents:

[EVENT PERMIT GHS HOMECOMING PARADE.PDF](#)

## 2. **Budget Adjustment And Contractual Service Agreements With SWIF**

The City of Gallup and South West Indian Foundation (SWIF) would like to expand their relationship at the Cultural Center through the funding of a Contractual Service Agreements. SWIF approached the the City of Gallup about expanding tourism opportunities within and around the Cultural Center. Lodgers Tax funding was identified and three separate service agreements will be signed by the City Manager and SWIF representatives in order to meet all lodgers tax reporting requirements.

The total requested funding from fund 214 is \$60,000. Below is a breakdown on how the funds will be used:

a) \$20,000 for advertising and promotional services

-Create and execute appropriate marketing and advertising for GCC, Museum, and developing programing/events

b) \$ 20,000 for payment of performers and cultural demonstrations

-Expand on existing cultural opportunities like live dancing and live music, offered on a more expansive year-round basis

-Develop a local arts market where tourists can buy local handmade goods

-Develop a cultural demonstration program that allows visitors to experience in-person exhibits (live rug weaving, fetish carving, Zuni bread baking

c) \$ 20,000 for a museum attendant

-Update and expand exhibits at the Storyteller Museum with existing city cultural assets by attaining services of professional, qualified, attendants

Fiscal Impact: \$60,000 from Lodgers Tax Fund Balance (Fund 214) to Lodgers Tax operating budget  
Recommendation: Approve \$60,000 budget adjustment from fund 214 and authorize signing of contracts with SWIF  
Speaker's Name JM DeYoung

**3. Budget Adjustment And Resolution R2021-30 For American Rescue Plan Funding**

The City of Gallup has received the first of two installments of American Rescue Plan funding. The amount of the first installment is \$2,654,175. We will receive an identical installment during the first quarter of FY 2023. We are asking for budget authority to move forward with utilizing the first installment. After presenting and discussing options during an open work session on August 24, 2021 we are requesting approval of the following:

I. \$1,500,000 for water/wastewater

A. \$467,000 for the purchase of a vactor truck

B. \$250,000 Maloney to Carver waste water line

C. \$300,000 water line 2nd street railroad to rio puerco

D. \$351,000 water line airport PRV rehab, sky city PRV, 9th street valves

E. \$132,000 waste water treatment plant repairs/upgrades

A. \$300 per pay period for tier 1 employees

B. \$150 per pay period for tier 2 employees

C. \$75 per pay period for part time employees

D. Pay to begin with first pay period in October and will end after 13 pay periods (6 months)

Fiscal Impact: \$2,654,175 in revenue and expenditure budget increase

Recommendation: Approve resolution R2021-xx and necessary budget adjustments

Speaker's Name Patty Holland

Documents:

[2100I-BROCHURE.PDF](#)

[CITY OF GALLUP 2115I VACTOR SOURCEWELL SIGNED QUOTE 08312021.PDF](#)

[RESOLUTION\\_FOR\\_BUDGET\\_ADJUSTMENT.PDF](#)

**4. Approval Of Resolution No. R2021-29; Annual NM Infrastructure Capital Improvement Plan**

The State Department of Finance and Administration (DFA) requires local governments to systematically develop and annually submit a five (5) year Infrastructure Capital Improvement Plan (ICIP) as a means of defining development needs and identifying funding sources. The ICIP is then used by all



State agencies involved in funding local government projects as a means of analyzing proposed capital outlay bills during the State Legislative sessions.

For your consideration, attachment (a) provides a complete listing of all proposed ICIP projects. Projects are the Community Improvement Plan (CIP) projects for the next five (5) years as presented and were approved by the City Council during the 2021-2022 budget process. All project estimates are "conceptual" in nature (within -25% to +75% of completed project costs) and are not exact. Project cost estimates are repeatedly refined as each project is planned, programmed, designed and ultimately constructed. (To visualize this order of project cost refinement, see attachment (b) for "Estimating Accuracy Trumpet illustration.) Projects are not listed in any priority order other than planned year.

Last, DFA will no longer allow any changes after submission and before the State Legislature convenes. Staff Needs City Council's:

1. Tentative identification of the 2022 top five legislative priorities; and
2. Approval of the projects as listed in the form of a resolution, attachment (c).

There is no direct impact on the City's budget, however, the State ICIP may be used as a consideration by the Governor, State Agencies, and/or the State Legislature in their grant approval process.

Staff recommends that Council identify the City's top five (5) tentative projects for Legislative funding. As a starting point for City Council discussion, Staff proposes for the City Council's consideration the following top five (5) priorities:

1. Gallup Water Wells
2. Public Safety Building Construction
3. East Nizhoni Blvd. Reconstruction
4. New Regional Senior Citizens Center
5. New Regional Library Construction

Fiscal Impact:	None
Recommendation:	Staff recommends approval of the ICIP project listing and priorities; Resolution No. R2021-29
Speaker's Name	C.B. Strain

Documents:

[ICIP FY 2023-2027.PDF](#)  
[COST ESTIMATING ACCURACY TRUMPET.PDF](#)  
[2023-2027 ICIP RESOLUTION NO. R2021-29.PDF](#)

## 5. Budget Adjustment To Fund Vehicle Replacement Plan

We have ended fiscal year 2021 with unspent expenditure funding in the general fund in the amount of \$6,826,127.05. The current policy is that we will move these funds into the vehicle replacement fund to help with the purchase of general fund equipment and vehicle needs for FY 2023. I am requesting budget

authority to transfer the funds from the general fund into the vehicle replacement fund for utilization in the 2023 fiscal year.

Fiscal Impact: Budget and expenditure increase in transfers in/out in the amount of \$6,826,128 for each fund.

Recommendation: Approve budget adjustments listed above

Speaker's Name Patty Holland

#### **6. Digital Document Scanning Contract**

Staff is recommending a contract for Digitizing of Documents for the Electric Department, including Customer Service, in the amount of \$54,945.97, including Gross Receipts taxes, which will be accomplished under PDS GSA Contract #GS-03F-0171V. This process will alleviate the storage of boxes and files that have accumulated over the past many years. Funding will be provided from operational expenditures, which will require a budget adjustment of \$55,000.00 into operational expenditures from the operational budget.

Fiscal Impact: Fiscal impact will be \$55,000.00 from available cash in the Electric Department operational budget.

Recommendation: Staff recommends the approval of this Budget Adjustment and Contract within our expenditure budget.

Speaker's Name John Wheeler

Documents:

[CITY OF GALLUP UTILITIES CONVERSION 8 16 2021.PDF](#)

#### **H. Comments By Public On Non-Agenda Items**

Members of the public are invited to comment on matters not appearing on the meeting agenda.

#### **I. Comments By Mayor And City Councilors**

#### **J. Comments By City Manager And City Attorney**

#### **K. 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.