CITY OF FARMINGTON
CITY COUNCIL WORK SESSION AGENDA
January 21, 2014 – 9:00 a.m.

DEPARTMENT HEAD REPORTS

1. Annual Audit/Comprehensive Annual Financial Report (Moss Adams, LLP)

   Action Requested of Council:

   Accept the FY 2013 audit report.

   Background/Rationale:

   The City is required to have an annual financial and compliance audit performed by either the State Auditor or an Independent Public Accountant. Moss Adams performed the FY 2013 audit and will present their comments on the audit and answer questions.

   Staff Recommendation:

   Accept the audit/Comprehensive Annual Financial Report.

   Instructions Upon Approval:

   The Finance division will distribute the report as necessary.

2. Report on Main Street Traffic Operations Corridor Analysis and Alternatives Study 2005 by URS (David Sypher)

   Action Requested of Council:

   Provide direction to staff regarding 1) future traffic studies for East and West Main Street; 2) proposed construction of dual left turn lanes at the intersection of Main Street and Beckland Drive; 3) proposed study of dual left turn lane at Main Street and English Drive; and 4) feasibility and traffic impact study for Herrera Road – Cliffside Drive to Main Street continuing to English Drive/Rail Road.

   Background/Rationale:

   Staff will review the current traffic counts and accident data for East Main Street from Hutton Avenue to English Drive; provide an update on the Adaptive Traffic Signal Control System Project (Hutton to English); review West Main Street traffic operations (Broadway to west city limits); and provide recommendations concerning current traffic counts, accident data and conditions.

Instructions Upon Approval:

Proceed with approved projects as directed by Council.

3. Notice of Names of Candidates for Office, Designation of Polling Places and Precinct Board Members for the March 4, 2014 City of Farmington Regular Municipal Election (Dianne Smylie) ----------**1**

Action Requested of Council:

Approve.

4. Cancellation of the March 4, 2014 City Council Work Session (Dianne Smylie)

COUNCIL BUSINESS

5. Appointment to the Animal Services Advisory Commission (Mayor)

CLOSED MEETING

6. To discuss request for proposals for a global positioning system field inventory, pursuant to Section 10-15-1H(6) NMSA 1978.

---

7. Request for proposals for a global positioning system field inventory (Kristi Benson) ----------**2**

Action Requested of Council:

Approve recommendation to commence negotiations.

Background/Rationale:

Proposals for a global positioning system field inventory (Electric Utility) were opened on opened November 5, 2013 with five offerors participating.

Staff Recommendation:

The recommendation of the evaluation committee is to commence negotiations with Chapel Mapping as the top evaluated offeror.

Instructions Upon Approval:

Commence negotiations.

AGENDA ITEM SUPPORT MATERIALS ARE AVAILABLE FOR INSPECTION AND/OR PURCHASE AT THE OFFICE OF THE CITY CLERK, 800 MUNICIPAL DRIVE, FARMINGTON, NEW MEXICO.

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 599-1106 or 599-1101 prior to the meeting so that arrangements can be made.

NOTICE OF NAMES OF CANDIDATES FOR OFFICE,
DESIGNATION OF POLLING PLACES AND PRECINCT BOARD MEMBERS
FOR THE CITY OF FARMINGTON, NEW MEXICO

In connection with the regular municipal election to be held on Tuesday, March 4, 2014 and pursuant to 3-8-30 NMSA 1978, as amended:

A. NOTICE IS HEREBY GIVEN that the following qualified electors are candidates for public office of the City of Farmington, New Mexico.

The candidates' names are listed in the order that they will appear on the ballot, determined by the drawing by lot.

1. For the office of Mayor for a four-year term:
   1. Tommy Roberts
   2. Matt Dodson

2. For the office of Councilor for a four-year term:

   DISTRICT 3:
   1. Gayla A. McCulloch

   DISTRICT 4:
   1. Nate Duckett
   2. Debra Mayeux

3. For the office of Municipal Judge for a four-year term:
   1. Bill Liese
   2. Rena Scott

4. For the office of Part-Time Municipal Judge for a four-year term:
   1. Bill Standley
   2. James E. Rowland

B. NOTICE IS HEREBY GIVEN that the following locations are designated as voting convenience centers (also known as polling places) for the conduct of the regular municipal election to be held on March 4, 2014 and shall be open from 7:00 a.m. to 7:00 p.m. on said Election Day.

1. Farmington Museum at Gateway Park, 3041 E. Main Street;
2. Sycamore Park Community Center, 1051 Sycamore Street;
3. Farmington City Hall, 800 Municipal Drive;
4. Farmington Public Library, 2101 Farmington Avenue;
5. Piñon Hills Seventh-Day Adventist Church, 5001 Foothills Drive; and
6. Farmington School District Administration Building, 2001 N. Dustin Avenue.

Registered voters of the City of Farmington shall be allowed to vote at one of the six designated polling places on Election Day. Voters will not be assigned a specific polling place on Election Day.

C. Voters eligible to vote by absentee ballot shall obtain an application for absentee ballot from the City Clerk. All applications for absentee ballot must be completed and accepted by the City Clerk prior to 5:00 p.m., February 28, 2014. After 5:00 p.m. on February 28,

2014, all unused absentee ballots will be publicly destroyed by the City Clerk. The City Clerk will accept completed absentee ballots delivered by mail or in person by the voter casting the absentee ballot, by a member of the voter's immediate family or by the caregiver until 7:00 p.m. on Tuesday, March 4, 2014 in the office of the City Clerk, 800 Municipal Drive, Farmington, New Mexico 87401.

Early voting will be conducted during regular hours and days of business (Monday through Friday, 8:00 a.m. to 5:00 p.m.) in the office of the City Clerk beginning on Wednesday, February 12, 2014 and closing on Friday, February 28, 2014. Early voting will not be available on Monday, February 17, 2014 as all City offices will be closed in observance of President's Day.

D. The following Precinct Board members have been appointed:

1. Farmington Museum at Gateway Park:

Presiding Judge - Donna C. Tucker
Election Judge - Norman Wolf
Election Judge - Thomas J. Brown
Election Clerk - Gloria E. Brown
Election Clerk - Dale L. Carlsen
Alternate Judge - Gail A. Hoffman
Alternate Clerk - Steven Lucero

2. Sycamore Park Community Center:

Presiding Judge - Mechelle Bruce
Election Judge - Beverly F. Manuelito
Election Judge - Margaret A. Warren
Election Clerk - Carlene G. Trouth
Election Clerk/Interpreter - Benjamin J. Hogue
Alternate Judge - Martha Benson
Alternate Clerk - Ellen N. Haxton

3. Farmington City Hall & Absentee and Early Voting:

Presiding Judge - Gina R. Morris
Election Judge - Dora R. Smith
Election Judge - Mary Ann Barnett
Election Clerk - Chris A. Whitney
Election Clerk - Angelleah Begay
Alternate Judge - LaRae Atkinson
Alternate Clerk - Patty Baysinger

4. Farmington Public Library:

Presiding Judge - Linda E. Pruitt
Election Judge - Teresa McCloskey
Election Judge - Edna M. Englehart
Election Clerk - Kaye E. Rassam
Election Clerk - Joseph C. Scales
Alternate Judge - Deborah H. Matejek
Alternate Clerk - Joe O'Neal

5. Piñon Hills Seventh-Day Adventist Church:

Presiding Judge - Cynthia M. Madigan
Election Judge - Janet E. Smith
Election Judge - Patricia C. Baca
Election Clerk - Laura M. Stultz
Election Clerk/Interpreter - Nancy J. Bradley
Alternate Judge - Walleah C. Mosley
Alternate Clerk - Laura L. Ledbetter

6. Farmington School District Administration Building:

Presiding Judge - Dorothy H. Milam
Election Judge - Tura L. Hayes
Election Judge - Frank D. Hayes
Election Clerk - Tillie S. Munoz
Election Clerk/Interpreter - Lolita L. Hogue
Alternate Judge - Amy L. Roberts
Alternate Clerk - Mary Villiano Gonzales

E. The following precincts are consolidated for the regular municipal election: 20, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 55, 56, 57, 58 and 59 that are located within the municipal boundary.

District 1 consists of precincts 35, 44, 51, 52, 53, 55, 56 and a portion of precincts 34 and 50.

District 2 consists of precincts 20, 27, 28, 29, 33, 37 and a portion of precincts 30, 34, 50 and 59.

District 3 consists of precincts 36, 38, 40, 43, 45, 49 and a portion of precinct 46.

District 4 consists of precincts 31, 32, 39, 41, 42, 47, 48, 57, 58 and a portion of precincts 30, 46 and 59.

F. NOTICE IS HEREBY GIVEN that a Precinct Board Election Training will be held on the 26th day of February, 2014 at the Council Chamber in the Municipal Building, 800 Municipal Drive, Farmington, New Mexico. The school will begin at 2:00 p.m. and is open to the public.

DATED this 21st day of January, 2014.

SEAL

Dianne Smylie, City Clerk

CITY OF FARMINGTON
INTER-OFFICE MEMORANDUM

TO: Mayor Roberts and City Council

FROM: Kristi Benson
Purchasing Supervisor

DATE: January 13, 2014

SUBJECT: Global Positioning System Field Inventory, RFP#14-100302

USING DEPARTMENT: Farmington Electric Utility System

==========

A proposal opening was held on November 5, 2013 for a Global Positioning System Field Inventory, for the Farmington Electric Utility. Five offers were submitted. Presentations were held on January 13, 2014 with the top two evaluated firms.

The Central Purchasing Department concurs with the recommendation from the evaluation committee to begin negotiations with the top evaluated firm, Chapel Mapping of Warren, PA. The final rankings, in order of evaluation, are listed below:

Chapel Mapping – Warren, PA
Davey Resource Group – Alpharetta, GA

Kristi Benson (Presenter)
Council Meeting 1/21/2014 Close/Reopen

xc: H. Andrew Mason, CPFO, Director of Administrative Services
Mike Sims, FEUS Director
File: RFP#14-100302

Evaluation Committee
John Armenta, Electric Utility
Kris Cope, Electric Utility
Nikki Marquez, Electric Utility
Luke Lugenbeel, Electric Utility
Bobby Kimball, Information Technology