

**CITY OF FARMINGTON
CITY COUNCIL WORK SESSION AGENDA
August 5, 2014 – 9:00 a.m.**

DEPARTMENT HEAD REPORTS

1. Employee of the Month Program award (Employee Council President Kathy Farley)
2. FY 2015 Capital Projects and Infrastructure Capital Improvement Plan (Rob Mayes & Teresa Emrich)-----1

Action Requested of Council:

A list of the top 10 projects is being introduced for Council review. Of the potential project listing, five projects must be selected and prioritized by level of importance. The five projects will comprise the City's Infrastructure Capital Improvement Plan ("ICIP") which must be submitted to the Department of Finance Local Government Division no later than September 2, 2014.

The Council is asked to identify the top five projects and prioritize them by level of importance. With the top five projects selected and prioritized, preparation for the final resolution may begin. The final resolution will be presented to Council for final action at the August 12, 2014 regular City Council meeting.

Background/Rationale:

A local ICIP is a five-year plan that establishes planning priorities for anticipated capital projects. The State-coordinated ICIP process encourages entities to plan for development of capital improvements so they do not find themselves in emergency situations, but can plan for, fund and develop infrastructure at a pace that sustains their activities. The projects included in the plan can be considered for State capital outlay appropriations during the legislative session.

Staff Recommendation:

The project listing includes the top five staff-recommended projects.

3. Designation of Council districts for newly annexed area (Dianne Smylie) -----2

Action Requested of Council:

Designate the Council district(s) for the 888.09 acres of land that was recently annexed into the city limits of Farmington.

Background/Rationale:

Since it is unclear which Council district the newly-annexed area should be included in, staff has prepared six scenarios for Council consideration that include all of the property being located in either district 1 or district 2, along with four other options that divide the property between the two districts based on the number of residential homes and/or the natural boundaries.

Instructions Upon Approval:

Notify the San Juan County Clerk so that voter registration records can be updated and initiate the process to amend the Official Election District Map.

Budgetary Impact:

There is no budgetary impact.

4. Financial Report for the 12 months ending June 30, 2014 (Andy Mason)

Action Requested of Council:

Information only.

Background/Rationale:

Update the Council and discuss revenues and expenditures for the twelve months ending June 30, 2014.

5. Consideration of Resolution No. 2014-1521 approving the Final Fiscal Year 2014 Quarter Financial Report and requesting State approval (Andy Mason) -----3

Action Requested of Council:

Adopt Resolution No. 2014-1521.

Instructions Upon Approval:

The Final Fiscal Year 2014 Quarter Financial Report will be submitted to the State Department of Finance and Administration for review and approval.

6. Consideration of Resolution No. 2014-1522 authorizing the City Manager to prepare a Request for Proposal for funds pursuant to the New Mexico River Stewardship Program (Cory Styron) -----4

Action Requested of Council:

Adopt resolution authorizing the submittal of a Request for Proposal ("RFP") for funding consideration by the State.

Background/Rationale:

The New Mexico Legislature appropriated \$2.3 million to the New Mexico Environmental Department (NMED) during the 2014 legislature “to design and construct projects that would improve surface water quality or river habitat statewide and to provide state matching funds required by the terms of any federal grant under the Clean Water Act.”

The RFP was posted in mid-June. Staff needed a shovel-ready project for consideration and discussed ideas with the River Reach Foundation. The proposed project will be a partnership between the City and River Reach Foundation. The goals, objectives and activities requested through the RFP are to improve the water quality for fish habitat by constructing a series of cross rock vanes, scour holes, low flow gravel bars with willow transplants and rock habitats. The cross rock vanes and rock habitats will aerate the river water and serve as a bio filter. Another goal is to increase aquatic activities such as fishing, kayaking and rafting to stimulate the local economy. Staff is requesting \$194,480 for this project called the Rock Garden.

Most of the required permits and construction drawings have been prepared by the River Reach Foundation.

Staff Recommendation:

Adopt Resolution No. 2014-1522.

7. Presentation on the progress of the Parks, Recreation & Cultural Affairs accreditation by the Commission for Accreditation of Parks and Recreation Agencies (Cory Styron)

Action Requested of Council:

Information Only

Background/Rationale:

The Parks, Recreation & Cultural Affairs Department has spent the past year completing the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) self-assessment for parks and recreation agencies. The self-assessment identifies 144 “best practice” standards that agencies across the nation aspire to meet. An Agency meets the rigors of accreditation by meeting 36 fundamental standards and 85% of the remaining 108. As of today 116 agencies are accredited in the nation; Farmington has the opportunity to be the first and only in New Mexico.

8. Update on status of the house located at 3000 Yale Drive (Jennifer Breakell and Todd Johnston)-----5

COUNCIL BUSINESS

9. Selection of voting delegate and alternate voting delegate for the 2014 New Mexico Municipal League Annual Business Meeting (Mayor)
10. Appointments to the Lodgers' Tax Advisory Board and reappointments to the Animal Service Advisory Commission (Mayor)

CLOSED MEETING

11. To discuss request for proposals for a computerized maintenance management system pursuant to Section 10-15-1H(6) NMSA 1978.

DEPARTMENT HEAD REPORTS

12. Request for proposals for a computerized maintenance management system (Kristi Benson) ----- 6

Action Requested of Council:

Approve recommendation to commence negotiations with the top evaluated firm.

Background/Rationale:

Proposals for a computerized maintenance management system (Electric) were opened on opened June 25, 2014 with six offerors participating.

Staff Recommendation:

The recommendation of the evaluation committee is to commence negotiations with Digital Inspections 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.

**The City of Farmington
 ICIP Potential Project Listing for FY2016-2020
 FY2015**

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| Priority # | Top Five (5) Staff Recommended Projects <small>(Potential Leg. Interest/Staff Funding Priority)</small> | |
|------------|---|---------------------|
| 1 | River Trail and Walking Bridges <small>(3/3)</small> | \$ 2,400,000 |
| | Notes: | |
| 2 | Detention Pond - Villa View <small>(3/3)</small> | \$ 1,900,000 |
| | Notes: | |
| 3 | Recreation Center Expansion - Gym & Classroom <small>(2/2)</small> | \$ 1,600,000 |
| | Notes: | |
| 4 | Totah River Park & Native American Market Place <small>(2/2)</small> | \$ 3,500,000 |
| | Notes: | |
| 5 | Regional Detox/Treatment Center <small>(2/1)</small> | \$ 2,000,000 |
| | Notes: | |

The City of Farmington
ICIP Potential Project Listing for FY2016-2020
FY2015

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Project Ranking Guide

Potential Legislative Interest

Staff has ranked each project as to how much potential each project has to attract the State Legislative and Executive Committee's interest for possible capital outlay.

Least Likely
1

Likely
2

Most Likely
3

Staff Funding Priority

Staff has ranked each project as to the funding priority. This ranking takes in consideration not only the necessity to complete the project but also the need for funding. A project might be a high priority to complete but have other possible funding sources. As a result, the ranking of that project will be lower as compared to a project that has no other funding sources.

Low Priority
1

Medium Priority
2

High Priority
3

**The City of Farmington
ICIP Potential Project Listing for FY2016-2020
FY2015**

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| Listing of Top 10 Projects for Consideration | Potential Legislative Interest | Staff Funding Priority |
|---|---|-----------------------------------|
|---|---|-----------------------------------|

River Trail and Walking Bridges \$2,400,000

| | |
|---|---|
| 3 | 3 |
|---|---|

The trail system would connect East Farmington and West Farmington along the Animas River. The bridges provide north and south connectivity to the community and sets the framework to build the trail systems to specific destinations in the community. The trail provides alternative transportation routes in the community as well as encourages walking, running and social events along the river.

Detention Pond - Villa View \$ 1,900,000

| | |
|---|---|
| 3 | 3 |
|---|---|

These improvements will consist of the construction of a detention pond on vacant school property at Country Club Elementary and additional pipe and inlet infrastructure to capture and direct water to the detention pond. In addition, the purchase of a vacant lot in the upper system will be used as a catchment basin for a lower release of flow rate to Tarry Terrace. Storm drain infrastructure will also be provided at Main Street (NM 516) and Villa View Drive. This construction addresses storm drainage improvements near Villa View Drive for capture and control of storm water that has historically resulted in major flooding at the intersection of Villa View Drive and Main Street, along Rancho De Animas, Villa View Drive from Main Street to Tarry Terrace, and Hill n' Dale.

Recreation Center Expansion - Gym & Classroom \$1,600,000

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| 2 | 2 |
|---|---|

Additional gym space is necessary as a result of increasing Farmington School gym use restrictions. Additional classroom space is necessary to fulfill public demand.

Totah River Park & Native American Market Place \$3,500,000

| | |
|---|---|
| 2 | 2 |
|---|---|

The Totah River Park and Native American Market Place projects were combined together since many of the project details and possible funding sources overlapped. The Totah River Park project includes the acquisition and development of approximately 31 acres along the Animas River which is located in the MRA. This project would create a downtown green space and plaza area similar to Millennium Park in Chicago or Olympic Park in Atlanta. The project could be a catalyst to economic impact of downtown. Key elements could be a marketplace, plaza, green and amphitheater to drive events and traffic to downtown. The Native American market place would attract visitors and locals alike while providing local vendors the opportunity to sell Native American Arts. The marketplace would provide a centrally located location to be used both to increase Native Arts commerce and to hold cultural events and performances.

**The City of Farmington
 ICIP Potential Project Listing for FY2016-2020
 FY2015**

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| Listing of Top 10 Projects for Consideration (cont.) | Potential Legislative Interest | Staff Funding Priority |
|---|---|-----------------------------------|
|---|---|-----------------------------------|

Regional Detox/Treatment Center \$2,000,000

| | |
|---|---|
| 2 | 1 |
|---|---|

A potential collaboration between various governmental entities, Presbyterian Medical Services and San Juan Regional Medical Center to address problems associated with chronic substance abuse. This facility would potentially be a "one-stop" facility offering emergency shelter, protective custody, detoxification and intensive treatment services for our region.

**Airport Terminal Remodel and Expansion/T Hangar Improvements-
 \$1,400,000**

| | |
|---|---|
| 2 | 1 |
|---|---|

Remodeling and expanding the current airport terminal will improve the flow of passengers through the airport in secured boarding, baggage claimed and the main terminal. In addition, energy efficiency will be improved in the terminal as well as creating a welcoming environment for travelers. Current t-hangars are outdated and in a perpetual state of deterioration. Created out of scrap metal, the hangars are in need of constant maintenance for leaks, roofs and door issues.

Civic Center Expansion - Phase II \$3,600,000

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|---|---|
| 2 | 1 |
|---|---|

The additional space would include expanding the fly space in the theater to encourage larger theatrical productions and add additional exhibit space to handle regional and state conferences. This project would create economic impact to the community and fulfill objectives outlined by the MRA.

**The City of Farmington
ICIP Potential Project Listing for FY2016-2020
FY2015**

DRAFT

| Listing of Top 10 Projects for Consideration (cont.) | Potential Legislative Interest | Staff Funding Priority |
|---|---|-----------------------------------|
| CNG Refilling Station \$1,500,000 | 1 | 1 |

A City owned CNG fueling station would serve and support the City's transition to CNG vehicles without the concern for total dependence on private sector fueling stations. City fleet CNG vehicles could include Red Apple Transit buses, F150 & F350 trucks, transit vans, certain heavy duty trucks and street sweepers. While fuel savings are roughly one dollar per Gasoline Gallon Equivalent (GGE), CNG vehicles are more expensive to purchase. It takes several months or a few years of saving on fuel to make up that additional cost of the vehicle purchase. It takes longer to 'break-even' in lower mileage vehicles, such as a PRCA stake bed truck, than high mileage vehicles such as Red Apple Transit buses or street sweepers. As technology improves, this break-even point is likely to diminish. Environmental benefits include roughly 20% to 45% less smog producing pollutants released into the air and about 5% to 9% less greenhouse gas emissions. Another benefit is availability of natural gas. Not only is natural gas a local resource that the City could support, CNG reduces our dependency for foreign fossil fuels.

The City of Grand Junction completed a CNG fueling station that is split for municipal use and public use. The municipal pumps are inside a fenced area at their maintenance yard while the outside of the fence is accessible for use by the public. Since there are limited stations in the area, the City of Grand Junction is currently able to be one of a network of stations for public use and can eventually enclose the whole station behind the fence when the number of private stations increases.

Fire Station #7 & Apparatus/equipment (does not include \$1.2M recurring annual operating costs) \$4,000,000

| | |
|----------|----------|
| 1 | 1 |
|----------|----------|

The future Fire Station-7 will need to be located in the North Foothills section of the City of Farmington. This residential area of Farmington has experienced substantial growth over the past eight to ten years. The Fire Department's response times to this area are approximately double to those of the national standards set for both fire and emergency medical calls by the NFPA, American Heart Association and ISO. The City of Farmington currently owns land in the needed area for the station and has a basic design completed for the facility as well as some of preliminary environmental studies for the land. The \$4,000,000 estimated budget would cover the needed site work, building construction, apparatus, equipment, and furnishings. The total project is estimated to take 10-12 months for completion. Note: Previous Capital Outlay funds (\$325,000) for the project were awarded by the State in 2008 but the majority of the funds were returned at the State's request in 2010 as the State was experiencing severe budget constraints.

**The City of Farmington
 ICIP Potential Project Listing for FY2016-2020
 FY2015**

DRAFT

| Listing of Top 10 Projects for Consideration (cont.) | Potential Legislative Interest | Staff Funding Priority |
|---|---|-----------------------------------|
| Zone 2P Waterline \$6,000,000 | 1 | 1 |

This improvement to the aging water infrastructure is one of many phased improvements to the City of Farmington potable water system. The Murray Drive 2P Waterline is a multi-phase project. The City grew rapidly in the decade of the 1950's, with the population expanding from approximately 3,600 to more than 23,000. With that rapid expansion came installation of many miles of sewer and water lines. While many of these older utility lines have since been replaced, many more remain in the system and are either undersized, nearing their 50-year life expectancy, or both. The tuberculating cast iron waterline are restricting the effective inside diameter and thus the capacity. The project will also upsize the pipeline to meet growing demands on the system to improve fire suppression capabilities in South Farmington. The City has adopted water and sewer rate changes and implemented a new, essential "renewal and replacement (R&R)" charge for the purpose of funding an aggressive replacement program for this aging infrastructure. Nevertheless, it is apparent that the scale of the replacements needed over the next ten years exceeds the projected R&R revenues.