



# A G E N D A

Tuesday, July 21, 2020 - 4:00 p.m.

The Regular Meeting of the Metropolitan Redevelopment Area Commission  
to be held at 4:00 p.m., Tuesday, July 21, 2020 virtually using  
Zoom at <https://zoom.us/j/98568806232>.

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1. Call to Order
2. Approval of the February 18, 2020 Minutes
3. Discussion of Animas District Survey – Beth McNally and Jill Tanis
4. Graves Property Discussion – Beth McNally
5. Animas District Housing Discussion – Warren Unsicker
6. Comp Plan Update – Beth Escobar
7. Main Street Complete Streets Update (including Farmington Police Department Downtown Variance Report) – Sherry Roach
8. Business From:
  - a. Floor
  - b. Chair
  - c. Members
  - d. Staff
9. Adjournment

**ATTENTION PERSONS WITH DISABILITIES:**

If you plan to attend the virtual meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 599-1101 prior to the meeting so that arrangements can be made.





**MINUTES**  
**Metropolitan Redevelopment Agency**  
**Board of Commissioners – February 18, 2020**

Commissioners Present	John McNeill, D.D.S. - Chair Jill Tanis – Vice Chair Doug Dykeman Elizabeth McNally Greg Mills
Commissioners Absent	None
Staff Present	Warren Unsicker Sherry Roach Beth Escobar Elizabeth Sandoval
Others Present	None

**1. Call to Order**

The meeting was called to order at 4:00 p.m. by Chair John McNeill, and there being a quorum, the following proceedings were duly had and taken.

**2. Approval of the January 21, 2020 Minutes**

A motion was made by Commissioner McNally and seconded by Commissioner Mills to approve the minutes of the January 21, 2020 meeting. The motion passed unanimously 5-0.

**3. Discussion and adoption of small cell wireless facility design guidelines for the Farmington Historic District – Beth Escobar**

Beth Escobar, Planning Manager, stated that based on input received at the January 21, 2020 meeting, staff has drafted Standards for Small Cell Wireless Design in the Farmington Historic District.

As previously discussed, permits for small cell wireless deployment in the historic district will be reviewed administratively.

Staff is asking for approval of the draft standards.

Ms. Escobar presented the following standards, titled City of Farmington Standards for Small Cell Wireless Deployment in Historic District

1. A Joint Use Agreement from the Farmington Electric Utility Services shall be obtained prior to placement of small cell wireless equipment on City infrastructure.
2. Collocation of small cell wireless equipment is strongly encouraged.
3. Equipment shall be placed in the alleyway whenever technically feasible.
4. Small Cell Wireless equipment shall not cause interference with the City's local Wi-Fi network.
5. Equipment shall be designed to blend in with the surrounding streetscape with minimal visual impact.
6. Equipment shall complement the existing and future furnishings along Main Street. Incorporation of an artistic motif, such as vinyl wraps on ground mounted equipment or sculpture on pole mounted equipment is strongly encouraged.
7. Equipment shall be non-reflective and have a matte finish.
8. If individual monopoles are installed they shall match the streetlight poles within the City of Farmington's Historic District as closely as possible.
9. Individual monopoles shall not exceed the standard streetlight height.
10. Ground based equipment shall not interfere with pedestrian walkways. Ground based equipment shall be fully sealed so as not to leak or rust onto adjacent hardscape.
11. All wiring shall be contained within the equipment box or painted to match the finish of the infrastructure to which it is attached.
12. Equipment shall not be placed on directional or place-making signage.

Ms. Escobar stated that the guidelines will be used for issuing permits through the Farmington Electric Utility Department. The permits must be approved or denied within 90 days of being received or they are automatically considered approved.

Commissioner McNally asked if there will be a wavier process for small cell wireless companies. Ms. Escobar said that applicants are able to file an administrative appeal and request a variance through the ARB Board.

Chair McNeill asked who was consulted to come up with the presented guidelines. Ms. Escobar responded that staff had put together the guidelines based on what other cities have done and according to the FCC regulations that are in place.

Chair McNeill asked if we could make a regulation where small cell wireless facilities could not be placed on City of Farmington property. Ms. Escobar said that we could not regulate placement and that the guidelines could help us in negotiating placement of the small cell wireless facilities.

Sherry Roach, Project Coordinator, stated that she needed to know now if there was anything that needed to go underground and if the small cell towers required power. Ms. Escobar said that we do not have any small cell wireless facilities in place, so we could not answer if any needed to go underground and that power will probably be needed and will be provided through the Farmington Electric Utility Department.

Vice Chair Tanis asked if the Farmington Electric Utility Department had done any coordinating in regards to small cell wireless needs with Downtown. Ms. Roach said that it had come up and she is working with Tim Henson.

Chair McNeill asked if the MRA would be part of the application review process for small cell wireless facilities. Ms. Escobar stated that the Assistant City Manager has decided that the application turn around process is too short, so this will be an administrative review.

Chair McNeill suggested that the MRA Board could meet twice a month to participate in the review process for zoning or construction changes, variance, and waivers which affect the MRA Agency's goals and visions within the MRA Area.

Commissioner McNally asked if the applications could be sent via email for the MRA to review. Ms. Escobar said that she could not speak for the Farmington Electric Department, who would receive the application.

A motion was made by Commissioner Dykeman to accept the adoption of small cell wireless facility design guidelines for the Farmington Historic District and seconded by Vice Chair Tanis, Commissioner Mills opposed due to principal. The motion passed 4-1.

#### **4. Discussion of the status of the Animas Area Interview/Questionnaire – Jill Tanis & Beth McNally**

Vice Chair Tanis introduced the draft Animas Area Interview and Questionnaire for Property & Business Owners Overview.

**Purpose Statement:** An update version of the MAR plan was developed and accepted February 2019 that expresses a vision for the Animas Area within the City of Farmington. The Metropolitan Redevelopment Agency (MRA) is interested in sharing and gathering information for business and property owner/operators (stakeholders) located in the Animas Area of the MRA district.

#### **Introduction Script**

"Hello, my name is \_\_\_\_\_."

"I am a Farmington resident who serves as a volunteer commissioner on the Metropolitan Redevelopment Agency board. The Metropolitan Redevelopment Area (MRA) includes this neighborhood known as the Animas Area. We are highly interested in the Animas Area, its current conditions, and future potential. To this extent, we are interceded in getting to know the business and property owners in the Animas Area who work and live here and have a good understanding and experience of the neighborhood. (In fact, I personally own property in this District so I also have stake in this neighborhood!) Would you be willing to visit with me about your business and/or property as it pertains to the Animas Area? The information you share is valuable in the assessment of the experience of the neighborhood stakeholders and will be

reviewed and considered for future planning by the MRA Commissioners and the City of Farmington.”

**Supplies or Materials:**

Volunteer Badge

Commissioner Business Cards

MRA Plan Update (Flash Drive; Link to On-Line access; Hard Copy)

MRA Brochure

Questionnaire

MRA Map (Letter size)

Commissioner McNally stated that the overall goal is to gather data for the planning process and asked if the data collected should be qualitative or quantitative. Warren Unsicker, Economic Development Director, said that both would be helpful. Ms. Escobar stated that all data is helpful, the stories of the area are worth preserving, and zoning information and use information would be great to have. Ms. Roach suggested that a list of zoning and use terms be given to Vice Chair Tanis and Commissioner McNally to include in their questionnaire.

Commissioner McNally asked if before moving forward, would the questionnaire need to be approved by the City. Mr. Unsicker said that Julie Baird, Assistant City Manager, would have to approve and see if the questionnaire would need to be presented to City Council. Vice Chair Tanis mentioned that she had sent a draft copy to Linda Rogers, Councilor for the Animas Area.

Mr. Unsicker asked that the final drafts of the questionnaire be sent to him and he would pass them along to Julie Baird, Assistant City Manager.

**5. Discussion goal to establish North-South Route Connection – Warren Unsicker**

Warren Unsicker, Director of Economic Development, reported Daniel Gutierrez, Director of N.M. MainStreet, approves of the upcoming North-South Route Connection project and agrees this will be the next catalyst project.

Chair McNeill asked when NM MainStreet could come to Farmington to look at the project, when will the process of applying for funding start and a date set for beginning the project? Mr. Unsicker said that he is still working on getting this process setup with NM MainStreet.

Mr. Unsicker mentioned that the City of Farmington would be hosting the New Mexico MainStreet Summer Institute, August 19, 2020 – August 21, 2020.

**6. Downtown Farmington Update – Warren Unsicker**

Chair McNeill asked if the Downtown Coordinator position had been posted. Mr. Unsicker said that they were starting the process of posting the position.

Commissioner McNally asked where Ann’s Restaurant has moved, if there were staying Downtown, and if there were any extra efforts that the City could offer to keep Ann’s Restaurant in the area. Mr. Unsicker said that he was not in touch with the owners, did not know where they have moved, and helping Ann’s find a space was all that the City could assist with.

**7. Main Street Complete Streets Update – Sherry Roach**

Sherry Roach, Project Coordinator, said the project was on schedule, even a couple days ahead of schedule.

Ms. Roach stated that the businesses were given some marketing tools and those who have used the construction as a marketing tool have reported positive profits for their business.

Ms. Roach stated that the next step in the project is the underground storm drain work. The project schedule and weekly updates can be found online at <https://www.fmtn.org/923/Project-Schedule-Progress-Reports>.

Ms. Roach said crosswalk beacons were installed on Broadway by the City of Farmington Traffic Department, using the existing infrastructure; the cost came in at 1/3 of what was anticipated.

Ms. Roach said the street light poles are out for bid. The luminar specifications were being adjusted, once adjustments are made, the bid process will begin.

Chair McNeill asked Ms. Roach if she was able to keep up without having a Downtown Coordinator in the office. Ms. Roach said she is managing okay so far.

**8. Business from:**

**Floor** – There was no business from the Floor.

**Chair** – There was no business from the Chair.

**Members** – There was no business from the Members.

**Staff** – There was no business from Staff.

**9. Adjournment:**

A motion was made by Vice Chair Tanis and seconded by Commissioner Dykeman to adjourn. The Metropolitan Redevelopment Agency Board of Commissioners meeting was adjourned at 5:00 p.m.

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John McNeill, Chair

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Elizabeth Sandoval, Administrative Assistant



## DOWNTOWN FARMINGTON REVITALIZATION – COMPLETE STREET PROJECT – July 9, 2020

### Project Update – Week 27:

Phase 1 of the project is set to open to traffic Friday, July 10, 2020. Phase 2 is on schedule\*

#### Work Completed

- All 15ft and 30ft light poles were installed and are operational
- Completed final lift of asphalt
- Boulders placed at Orchard Ave. roundabout
- Raised valve boxes to grade for final asphalt lift
- Made electrical power connections in alleyways
- Phase 1 – fence has been taken down except the NW corner of Orchard Ave.
- Phase 2 – 540 ft. of water line installed

#### The Week Ahead –July 8 to July 15:

- Brick paver installation continues
- Striping new roadway and parking areas
- Hand rail installation continues
- Filling planters with planting soil continues
- Clean up and prepare for opening of road
- Phase 2 – street light and traffic signal removal
- Phase 2 – install temporary lighting
- Phase 2 – second utility crew will arrive to work on side street tie-ins, fire lines and service lines
- Phase 2 – 12" water line installation is ongoing

#### A Look Beyond a Week:

- Remove traffic signals and close Auburn Ave.
- Continue brick paver installation
- Phase 2 – water line installation continues

#### Work Hours:

- Construction hours: Monday through Friday from 7am to 7pm. Noise level and vibration monitoring will be in effect. No night or weekend work is anticipated at this time.

#### For Your Consideration:

- We are pleased to report substantial completion is scheduled only one week beyond the original date and since the contractor was able to start phase 2 two weeks ahead of schedule the contractor is on target for substantial completion in November 2020.
- Main St. between Hill St. and Orchard Ave., and Wall Ave., Miller St., S. Commercial Ave. and Orchard Ave. will open to the public beginning Friday, July 10<sup>th</sup> and on July 15<sup>th</sup> Auburn will be closed for the duration of phase 2.
- The City of Farmington Temporary Outdoor Commerce Program is designed to allow businesses to use public outdoor space to increase service options in response to COVID-19. This application applies only to commercial use of the public-right-of-way. Contact Karen Walker in the Community Works Department at 505-599-1317 or [kwalker@fpmtn.org](mailto:kwalker@fpmtn.org). Find the fillable form at: <http://www.fpmtn.org/886/Planning>
- Due to the Public Health Emergency Directive, all public meetings including the stakeholder meetings will be conducted online or by phone. Stakeholder meetings are held every Wednesday at 10am using Zoom Meetings. Please request meeting link by email.
- For assistance and resources for businesses affected by the current health crisis, please visit: <https://www.fpmtn.org/578/Coronavirus>

\* Please note that inclement weather or equipment failure may cause delays. Schedule is subject to change.

Thanks for your continued support and patience with this project!

Sherry M. Roach

Project Coordinator - City of Farmington

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[www.heartoffarmington.org](http://www.heartoffarmington.org)





# DOWNTOWN FARMINGTON

## January 1 through June 30, 2020

The following data was collected within the perimeter of South Miller Avenue west to South Auburn Avenue and the alley between West/East Animas Street and West/East Broadway north to the alley between West/East Main Street and West/East Arrington Street.

January 1 through June 30, 2020

Total Calls for Service – 38,486 within the Farmington City Limits

Total Calls for Service – 746 in the downtown area or 1.9% of city wide calls for service

The following depicts these 746 calls for service by type and total:

Incident Type	Total
Close Patrol	269
Traffic Stop	108
Down Subject	44
Welfare Check	39
Alarm - Burglary	29
Susp Person/MV	28
Unwanted Subject	19
Pedestrian	16
Busy	16
Accident - No INJ	16
Flag Down	14
Assist - Police	11
Fight - DV	10
Warrant Service	10
Animal Cmplnt	9
MV Cmplnt	9
Battery	9

Incident Type	Total
911 Investigation	8
Information	8
Parking Violation	7
Lost/Found Prop	6
Speak to Officer	5
Assist - EMS	4
Arrest Other	4
Liquor Violation	4
Fight - Non DV	4
Follow Up INV	4
Fraud / Forgery	3
CDP	3
Civil Problem	3
Loud/Music Noise	2
Message	2
Stabbing	2
Indecent Exposure	2

Incident Type	Total
Bomb Threat	2
Harassment	2
Prob/Parole VIO	1
Utilities	1
Trespassing	1
Rtrn Miss/Runaway	1
Assist - Fire	1
Shots Heard	1
DV Rel Notification	1
Assault/Sex Assault	1
Narcotics	1
Accident - w/INJ	1
Overdose/Poisoning	1
Suicide Investigation	1
Alarm - Hold Up	1
Burglary-Auto	1
Traffic Complaint	1

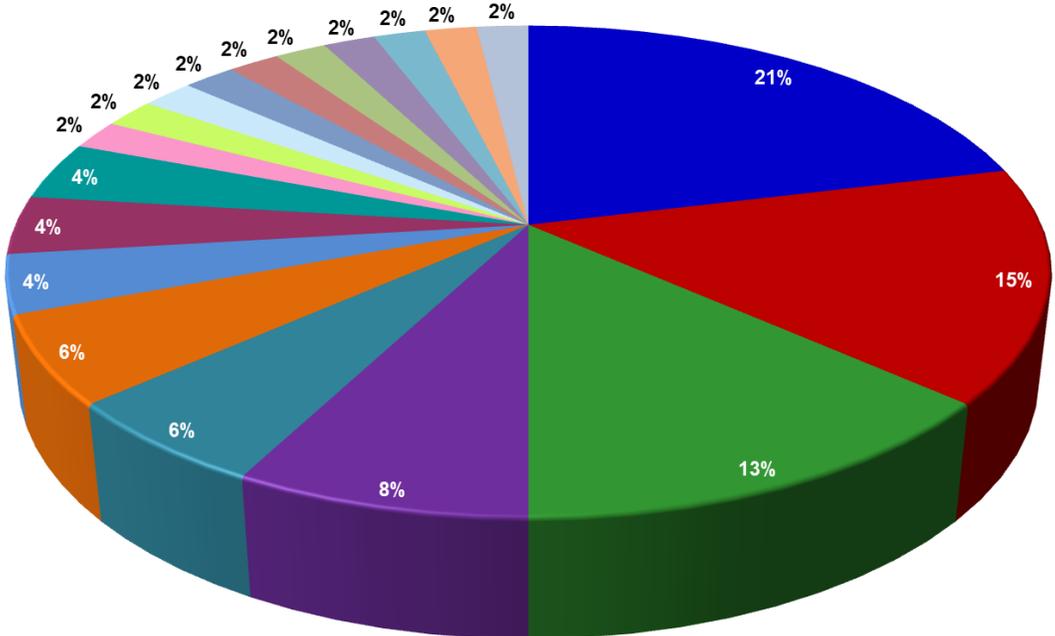
There are a total of 52 case reports submitted by Farmington Police Officers from January 1 through June 30, 2020 related to the downtown area. Please refer to the following for offense type and total:

Offense Type	Total
Assault / Battery	11
Warrant Service	8
Liquor Law Violation	7
Lost/Found Property	4
DWI	3
Traffic Violation	3
CDP	2
Narcotics	2
Bomb Incident	2
Suicide	1

Offense Type	Total
Paraphernalia	1
Ordinance Violation	1
Fraud	1
Resisting / Obstructing	1
Harassment / Stalking	1
CIT HOLD	1
Domestic Violence	1
Illegal Dumping	1
Larceny	1

**CASE REPORTS**

- Assault / Batt
- WXT Service
- Liquor Laws
- Lost/Fnd Prop
- DWI
- Traffic VIO
- CDP
- Narcotics
- Bomb Incident
- Suicide
- Paraphernalia
- Ordinance VIO
- Fraud
- Resist/Obstruct
- Harass/Stalk
- CIT HOLD
- Dom Violence
- Illegal Dumping
- Larceny



The following depicts these 52 case reports by month, offense type, and total:

Month / Offense Type	Total
<b>Jan</b>	<b>16</b>
Liquor Law Violation	6
DWI	2
Warrant Service	1
Lost/Found Property	1
Bomb Incident	1
CDP	1
Resisting / Obstructing	1
Assault / Battery	1
CIT HOLD	1
Illegal Dumping	1
<b>Feb</b>	<b>5</b>
Assault / Battery	4
Fraud	1
<b>Mar</b>	<b>18</b>
Warrant Service	5
Assault / Battery	4
Lost/Found Property	2
Ordinance Violation	1
Traffic Violation	1
Paraphernalia	1
Bomb Incident	1
Harassment / Stalking	1
DWI	1
Liquor Law Violation	1

Month / Offense Type	Total
<b>Apr</b>	<b>2</b>
Lost/Found Property	1
Domestic Violence	1
<b>May</b>	<b>4</b>
Warrant Service	1
Traffic Violation	1
Assault / Battery	1
Larceny	1
<b>Jun</b>	<b>7</b>
Narcotics	2
Traffic Violation	1
CDP	1
Warrant Service	1
Assault / Battery	1
Suicide	1

The data contained in this report was collected from the Farmington Police Department's Record Management System. Although the data has been produced and processed from sources believed to be reliable, no assurances are made regarding accuracy or completeness and should be utilized only as general information. Prepared July 8, 2020

