Work Session of the City Council, City of Farmington, New Mexico, held Tuesday, June 18, 2013 at 9:00 a.m. in the Executive Conference Room at City Hall, 800 Municipal Drive, Farmington, New Mexico, in full conformity with the rules, regulations and ordinances of the municipality.

At such meeting the following were present, constituting a quorum:

MAYOR Tommy Roberts

COUNCILORS Dan Darnell (arrived late)

Mary M. Fischer Gayla McCulloch Jason Sandel

Constituting all the members of the Governing Body.

Also present were:

ASSISTANT CITY MANAGER Bob Campbell

CITY ATTORNEY Jay B. Burnham

CITY CLERK Dianne Smylie

DEPUTY CITY CLERK Melody Coyner

RESOLUTION NO. 2013-1473 REMOVING UNCOLLECTIBLE AND UNSECURED UTILITY ACCOUNTS FROM THE CITY'S LIST OF ACCOUNTS RECEIVABLE

Exceptions Processing Specialist Laurie Allen requested adoption of Resolution No. 2013-1473 removing uncollectible and unsecured utility accounts for calendar year 2008 from the City's list of accounts receivable in the amount of \$128,916.26, in accordance with state statutes.

In response to inquiry from Councilor Sandel, Ms. Allen assured him that staff collects all unpaid balances before utilities are reconnected even if the amount has been removed from the City's list of accounts receivables.

After consideration of proposed Resolution No. 2013-1473, a motion was made by Councilor Sandel, seconded by Councilor Fischer that said resolution be passed and adopted as presented. The roll was called with the following result:

Those voting aye: Mary M. Fischer

Gayla McCulloch Jason Sandel

Those voting nay: None

Those absent: Dan Darnell

The presiding officer thereupon declared that three Councilors having voted in favor thereof, the said motion carried and Resolution No. 2013-1473 was duly passed and adopted.

COUNCIL BUSINESS

# Sewer Infrastructure - Comanche Street & Behrend Avenue

Councilor Fischer asked for a report on the status of the sewer infrastructure at the intersection of Comanche Street and Behrend Avenue, noting that a constituent is looking to construct a house on a vacant lot but has been told that the sewer line is only buried three feet deep and works on gravity flow.

## Sidewalks on 30th Street near Namaste House

Noting that Namaste House had sidewalks constructed in front of their facility on  $30^{\rm th}$  Street, Councilor Fischer pointed out that there are no sidewalks further east which hinders the ability of their clients to walk along the roadway. She asked staff to research the matter.

#### "Welcome to Farmington" sign on West Side of Town

Councilor Fischer pointed out that the "Welcome to Farmington" sign on the west side of town is located near the newly-opened gentleman's club. She suggested that the sign be relocated to a more appropriate location.

### REAPPOINTMENTS TO THE CITIZEN POLICE ADVISORY COMMITTEE

Mayor Roberts asked the Council's consideration of the reappointments of Chuck Culpepper, Patricia Simpson and Steve Grey (terms to June 2016) and Rosalie Maez (term to June 2015) to the Citizen Police Advisory Committee.

Thereupon, a motion was made by Councilor McCulloch, seconded by Councilor Fischer to confirm the reappointments of Chuck Culpepper, Patricia Simpson, Steve Grey and Rosalie Maez to the Citizen Police Advisory Committee, as recommended by the Mayor, and upon voice vote the motion carried unanimously.

#### CLOSED MEETING

A motion was made by Councilor McCulloch, seconded by Councilor Fischer to close the meeting to discuss requests for proposals for professional engineering services for the Foothills Drive widening project, administration and operation of the Public Defender Program and veterinary services for the Animal Shelter pursuant to Section 10-15-1H(6) NMSA 1978. The roll was called with the following result:

Those voting aye: Mary M. Fischer

Gayla McCulloch Jason Sandel

Those voting nay: None

Those absent: Dan Darnell

The presiding officer thereupon declared that three Councilors having voted in favor thereof, the said motion carried.

The Mayor convened the closed meeting at 9:08 a.m. with Councilors Fischer, McCulloch and Sandel being present.

Following the closed meeting, during which meeting the matters discussed were limited only to those specified in the motion for closure, a motion was made by Councilor Sandel, seconded by Councilor McCulloch to open the meeting for further business, and upon voice vote the motion carried unanimously.

The open meeting was reconvened by the Mayor at 9:23 a.m. with Councilors Fischer, McCulloch and Sandel being present.

REQUEST FOR PROPOSALS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE FOOTHILLS DRIVE WIDENING PROJECT

Purchasing Supervisor Kristi Benson announced that proposals for professional engineering services for the Foothills Drive widening project opened on May 29, 2013 with five offerors participating. She requested authorization to commence negotiations with Souder, Miller & Associates as the top evaluated offeror.

In response to inquiry from Councilor McCulloch, Public Works Director Jeff Smaka confirmed that the proposed project will include bicycle lanes.

Announcing that the Foothills Drive traffic plan was one of the first projects that he worked on when he was elected in 2006, Councilor Sandel stated that widening of the roadway was a key element to the success of the plan. He stated that he is disheartened to learn that staff is only proposing roadway improvements from Holmes Drive to Lakewood Drive, especially since the Metropolitan Planning Organization is proposing a relief route from the city limits of Aztec to Lakewood Drive and then south down Foothills Drive. He suggested that staff consider doing a comprehensive roadway widening design that is constructed in phases. As a result, he suggested that the subject request for proposals be tabled to afford staff the opportunity to expand the scope of the services or to issue a new request for proposal to include a comprehensive roadway

widening design.

Mayor Roberts agreed, stating that he would prefer for the entire design to be completed immediately with construction being phased as funds become available in an effort to expedite the project.

Councilor Darnell arrived at the meeting at 9:27 a.m.

In response, Mr. Smaka stated that expanding the scope of the engineering services will increase the project cost by \$300,000. He recommended that the subject proposal be approved and that staff be directed to budget for the second phase of the design in the next budget year. Councilor Darnell stated that it may be possible to pay for the additional engineering fees from cash reserves. Councilor Sandel stated that he believes the 408 Fund would be a reasonable funding source.

In response to further inquiry from Councilor Sandel, Purchasing Officer Eddie Smylie stated that he would need to review the scope of the current request for proposals to determine if it could be expanded to include the design of the entire project, but stated that most likely the subject request for proposals will need to be canceled and a new one issued.

Following further discussion and consideration, a motion was made by Councilor Sandel, seconded by Councilor McCulloch to table action upon the request for proposals for professional engineering services for the Foothills Drive widening project to afford staff the opportunity to review funding sources to determine if the scope of the project could be expanded to include the design of the entire widening project, and upon voice vote the motion carried unanimously.

REQUEST FOR PROPOSALS FOR ADMINISTRATION AND OPERATION OF THE PUBLIC DEFENDER PROGRAM

Mayor Roberts announced that staff has requested that this item be removed from the agenda to afford the evaluation committee an opportunity to reconvene and further discuss the proposals.

REQUEST FOR PROPOSALS FOR VETERINARY SERVICES FOR THE ANIMAL SHELTER

Purchasing Supervisor Kristi Benson announced that proposals for veterinary services for the animal shelter (Parks, Recreation & Cultural Affairs) opened on May 16, 2013 with one offeror participating. She recommended that the proposal be awarded to San Juan Veterinary Hospital as the sole proposal is deemed to be advantageous and in the best interest of the City based on the pricing schedule for services.

In response to inquiry from Mayor Roberts, Ms. Benson reported that action by the Council must take place within 90 days from the proposal opening date.

Thereupon, a motion was made by Councilor Fischer, seconded by Councilor Sandel to table action upon the proposal for veterinary services for the animal shelter to the July 2, 2013 City Council Work Session to afford staff an opportunity to determine whether it is a conflict of interest for Dr. Manuel Garcia from San Juan Veterinary Hospital to serve as a member of the Animal Services Advisory Commission, and upon voice vote the motion carried unanimously

There being no further business to come before the Council, the meeting was adjourned at 9:39 a.m.

APPROVED this 25th day of June, 2013.

	Tommy Roberts, Mayor
SEAL	
ATTEST:	
Dianne Smylie, City Clerk	