

**CITY OF FARMINGTON  
CITY COUNCIL WORK SESSION AGENDA  
February 15, 2022 – 9:00 a.m.**

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**DEPARTMENT HEAD REPORTS**

1. Roll Call and Convening the Meeting (Mayor)
2. Update from the San Juan College Harvest Food Hub & Kitchen (Dr. Lorenzo Reyes)
3. Update from the Farmington Chamber of Commerce (Jamie Church)
4. Update from the Economic Development Department (Warren Unsicker)
5. Presentation and direction to staff regarding the Gateway Park Master Plan (Julie Baird and Bob Orberdorfer)

Action Requested of Council:

Provide direction to staff.

6. Presentation of the updated estimate of probable cost for the proposed miniature golf course (Shaña Reeves)

Action Requested of Council:

Information only.

7. Bid for the rehabilitation of sanitary sewer manholes (Rosalyn Potter) -----1

Action Requested of Council:

Approve the recommendation for award.

Background/Rationale:

Bids opened on January 25, 2022 for the rehabilitation of sanitary sewer manholes (Community Works) with four bidders participating.

Staff Recommendation:

Award the bid to Mesa Global Mining Services as the lowest and best bidder meeting specifications after application of the in-state and Veterans preferences (\$521,800) and to reject the bid received from L&T Services LLC for being non-responsive for not meeting specifications.

Instructions Upon Approval:

Award the contract.

8. Proposed Resolution No. 2022-1833 approving the second revision to the FY2022 budget and requesting State approval (Teresa Emrich) ----- 2

Action Requested of Council:

Adopt Resolution No. 2022-1833.

Background/Rationale:

The attached resolution, budget adjustment and recap sheet detail the various revenue and expense accounts requiring adjustment.

Staff Recommendation:

Adopt Resolution No. 2022-1833.

Instructions Upon Approval:

The FY22 second budget adjustment will be submitted to State Department of Finance and Administration for review and approval.

Budgetary Impact:

All necessary revenue and expense budget adjustments are reflected.

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**COUNCIL BUSINESS**

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**CITY MANAGER BUSINESS**

9. Consideration of cancellation of the March 15, 2022 City Council Work Session.

Virtual participation is available via Zoom at <https://us02web.zoom.us/j/83402862584> or by dialing 1 (253) 215-8782.

Meeting ID: 834 0286 2584  
Passcode: 842857

**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.

CITY OF FARMINGTON  
INTER-OFFICE MEMORANDUM

TO: Mayor Duckett and City Council

FROM: Rosalyn Potter, CPO, NIGP-CPP, CPPB  
Chief Procurement Officer

DATE: February 8, 2022

SUBJECT: Sanitary Sewer Manhole Rehab, Bid # 22-143548R

USING DEPARTMENT: Community Works

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A bid opening was held on January 25th, 2022 for Sanitary Sewer Manhole Rehab. Four bidders responded. One submitted a no-bid.

The Central Purchasing Department concurs with the recommendation from the Community Works- Water/Wastewater Division to reject the bid from L&T Services LLC as non-responsive for not meeting specifications.

The Central Purchasing Department concurs with the recommendation from the Community Works- Water/Wastewater Division to award the bid to Mesa Global Mining Service from Waterflow, NM, a responsible bidder submitting the lowest responsive bid meeting specifications for a total awarded amount of \$521,800.00 plus estimated applicable taxes of \$43,700.75. The In-State or Veterans preference was given to qualified bidders.

Rosalyn Potter (Presenter)  
WORK SESSION COUNCIL MEETING February 15th, 2022

Copy to: Teresa Emrich, Administrative Services Director  
David Sypher, Community Works Director  
Jeff Smaka, Water/Waste Water Administrator  
Drake Dalton, Associate Project Engineer I

File - Sanitary Sewer Manhole Rehab 22-143548R

**Event Number** 22-143548R Addendum 3  
**Event Title** Sanitary Sewer Manhole Rehab

The work to be performed under this contract shall consist of furnishing all labor, equipment, and materials necessary to perform various construction, alterations, repairs and replacement of municipal sanitary sewer manholes and appurtenances and other incidental work. Project #21-02.

This project requires a fixed work license for GF9 or GF98.

**Event Description**  
**Event Type** Construction Bid  
**Issue Date** 12/29/2021 08:00:01 AM (MT)  
**Close Date** 1/25/2022 02:30:00 PM (MT)

**Organization** Farmington, NM  
 Online Bidding System

**Workgroup** Purchasing

**Event Owner** Kelli Sandoval  
**Email** ksandoval@fmtn.org  
**Phone** (505) 599-1368  
**Fax**

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total	State/Veterans Preference
L&T Services LLC	Farmington	NM	1/25/2022 02:28:51 PM (MT)	16	\$510,150.00	\$510,150.00
Mesa Global Mining Service (Rogers)	Waterflow	NM	1/25/2022 01:39:45 PM (MT)	16	\$521,800.00	\$521,800.00
AUI Inc.	Albuquerque	NM	1/25/2022 11:26:53 AM (MT)	16	\$644,102.00	\$611,896.90

**L&T Services LLC- this bid is considered non-responsive for not submitting an appropriate bid bond in their name.**

RESOLUTION NO. 2022-1833

A RESOLUTION APPROVING THE SECOND REVISION TO THE FY2022 BUDGET  
AND REQUESTING STATE APPROVAL

WHEREAS, the City Council of the City of Farmington hereby finds that it is necessary and proper to make this second revision to the City's FY2022 budget due to various revenue and expense budget adjustments; and

WHEREAS, revenue will be increased by \$12,616,358 for a total revenue budget of \$261,400,709 and expenditures will increase by \$13,527,790 for a total expenditure budget of \$287,867,134; and

WHEREAS, the City has sufficient financial resources to fund this revision; and

WHEREAS, it is necessary to submit these budget adjustments to the New Mexico Department of Finance and Administration for review and approval.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Farmington:

That the attached second revision to the City of Farmington's FY2022 Budget is hereby approved; and

That a copy of this Resolution and the approved budget revision shall be forwarded to the Department of Finance and Administration for state review and approval.

PASSED, SIGNED, APPROVED AND ADOPTED this 15th day of February, 2022.

\_\_\_\_\_  
Nate Duckett, Mayor

SEAL

ATTEST:

\_\_\_\_\_  
Andrea Jones, City Clerk

County/Municipality:

CITY OF FARMINGTON

Department of Finance and Administration  
 Local Government Division  
 Budget Recapitulation  
 (CENTS ROUNDED TO NEAREST DOLLAR)

Entity Code 16121

Fiscal Year 2022

**FY2022 BUDGET REVISION # 2**

(E) FUND TITLE	(F) FUND NUMBER	(G) UNAUDITED BEGINNING CASH BALANCE @ JULY 1	(H) BUDGETED REVENUES	(I) BUDGETED TRANSFERS	(J) BUDGETED EXPENDITURES	(K) ESTIMATED ENDING FUND CASH BALANCE	(L) LOCAL RESERVES UNAVAILABLE FOR BUDGETING	(M) ADJUSTED ENDING CASH RESERVES
General Fund	101	24,282,867	51,659,829	(1,436,024)	62,441,797	12,064,875	5,203,483	6,861,391
GRT-Streets	201	3,644,424	9,623,937	(553,837)	10,495,956	2,218,568		2,218,568
GRT-Parks	202	1,565,766	2,319,609	(88,326)	2,568,931	1,228,118		1,228,118
GRT-Public Safety	203	226,180	3,971,388	(283,398)	3,809,173	104,997		104,997
GRT-Community Transformation	204	297,930	4,137,622	(806,669)	2,352,696	1,276,187		1,276,187
Library Gifts and Grants	213	(10,152)	145,837	-	135,798	(113)		(113)
Parks/Rec Gifts and Grants	214	398,349	1,424,484	153,593	1,801,595	174,831		174,831
City Wide Senior Services	216	(197,194)	1,146,599	(153,593)	795,812	(0)		(0)
Museum Gifts and Grants	217	122,348	206,200	-	188,000	140,548		140,548
Red Apple Transit	221	(124,221)	1,013,794	500,586	1,390,159	0		0
General Gov't Grants	222	(499,294)	1,390,452	63,064	954,222	0		0
CDBG Grants	223	-	679,546	-	679,546	-		0
Lodgers Tax	230	585,966	1,319,750	(45,088)	1,246,088	614,540		614,540
Convention Center Fee	231	53,956	665,900	(665,900)	-	53,956		53,956
State Police Protection	240	-	105,900	-	105,900	-		0
Region II Narcotics	246	(5,190)	544,794	30,000	569,535	69		69
CCPS Grant	248	-	120,000	-	120,000	-		0
Law Enforcement Block Grant	249	64,075	61,752	-	125,827	(0)		(0)
State Fire	250	-	1,426,163	53,047	1,479,210	-		0
Penalty Assessment	251	6,281	155,150	-	155,150	6,281		6,281
Public Works Capital Grants	401	1,698,305	2,744,111	334,843	4,087,454	689,805		689,805
GRT Bond Projects	402	-	9,085,000	(3,000)	9,082,000	-		0
GRT 2017/2018 Capital Bond Pro	403	608,998	-	-	608,998	(0)		(0)
General Gov't Fund 408	408	649,931	8,000	5,991,179	5,594,986	1,054,124		1,054,124
Airport Grants	409	35,750	13,155,446	468,663	13,624,109	35,750		35,750
MRA	411	10,869	5,810	-	58	16,621		16,621
Parks Development Fees	412	88,966	8,600	-	88,966	8,600		8,600
Convention Center Capital Project	415	649	-	-	649	(0)		(0)
Sales Tax Bond Retirement	501	-	(3,000)	4,249,885	4,246,885	-		0
Electric Enterprise	601	63,542,861	101,757,744	(4,861,872)	98,886,452	61,552,281	25,937,081	35,615,200
Water Enterprise	602	15,312,051	23,286,063	(1,279,303)	29,334,092	7,984,719		7,984,719
Wastewater Enterprise	603	12,568,442	13,004,026	(647,850)	14,186,307	10,738,311		10,738,311
Sanitation Enterprise	604	1,962,533	6,988,395	(1,020,000)	6,114,851	1,816,077		1,816,077
Health Insurance	701	2,380,544	9,241,808	-	10,595,932	1,026,420		1,026,420
Page Total		129,271,990	261,400,709	-	287,867,134	102,805,565	31,140,564	71,665,001
Grand Total								

**FY2022 BUDGET REVISION # 2**

#	<u>FUND</u>	<u>PROGRAM/PROJECT</u>	<u>FUND DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>DFA FUND</u>
1.	101	Taxation and Revenue Settlement and Contingency	101 - General Fund	101-0000-366.10-00	973,721		101
	101	Taxation and Revenue Settlement and Contingency	101 - General Fund	101-2010-411.30-40		103,338	101
					<b>973,721</b>	<b>103,338</b>	
<b>Adjust budget for amounts received for the Taxation and Revenue Settlement and Contingency.</b>							
Adjust accounting for PD Camera to transfer to Debt							
2.	501	Service	501 - Debt Service Fund	501-0000-391.59-00	283,398		403
	501	Capital Lease Principal and Interest	501 - Debt Service Fund	501-3045-489.65-xx		283,398	403
	203	Transfer to the Debt Service Fund	203 - Public Safety GRT Fund	203-4010-421.82-29		283,398	299
	203	Transfer to the Debt Service Fund	203 - Public Safety GRT Fund	203-4010-421.70-72		(283,398)	299
					<b>283,398</b>	<b>283,398</b>	
<b>In accordance with GASB 87, this adjustment converts the accounting process from an operating lease to a capital lease, transfer to annual debt service and lease payment out of the Debt Service fund.</b>							
3.	204	Christmas Decorations	204 - Community Transformation and Economic Diversification <i>Council Approved 9/28/21</i>	204-3550-451.70-12		85,000	299
	204	Christmas Tree	204 - Community Transformation and Economic Diversification <i>Council Bid Award 2/8/2022</i>	204-3550-451.70-12		54,948	299
	204	Lake Farmington Mitigation/Beach Improvements	204 - Community Transformation and Economic Diversification <i>Council Approved 1/22/22</i>	204-4510-422.70-70		80,891	299
	204	Broadway Bicycle Connection	204 - Community Transformation and Economic Diversification <i>Council Approved 10/5/21</i>	204-5240-431.70-70		9,600	299
					<b>-</b>	<b>230,439</b>	
4.	203	Lake Farmington Response Unit Capital Outlay Grant Revenue	203 - Public Safety GRT Fund	203-0000-334.10-36	200,000		299
	203	Lake Farmington Response Unit Capital Outlay Grant Expenditure	203 - Public Safety GRT Fund	203-4510-422.70-XX		200,000	299
	214	Senior Center Capital Outlay (NMALTS) Revenue	214 - Parks Gifts and Grants	214-0000-334.10-36	316,160		299

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**FY2022 BUDGET REVISION # 2**

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#	<u>FUND</u>	<u>PROGRAM/PROJECT</u>	<u>FUND DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>DFA FUND</u>
214		Senior Center Capital Outlay (NMALTS) Expenditure	214 - Parks Gifts and Grants	214-3535-458.70-70		316,160	299
248		COPS Grant Revenue	248 - COPS Grant Fund	248-0000-331.20-05	120,000		299
248		COPS Grant Expenditure	248 - COPS Grant Fund	248-4010-421.30-90		120,000	299
249		JAG21 Grant Revenue	249 - JAG Grant Fund	249-0000-331.20-04	45,915		299
249		JAG21 Grant Expenditure	249 - JAG Grant Fund	249-4010-421.60-28		45,915	299
401		Capital Outlay-Broadway Bridge-Construction Cost	401 - Public Works Grant Projects Fund	401-5245-434.71-05		425,000	304
401		Capital Outlay-Broadway Bridge-Revenue	401 - Public Works Grant Projects Fund	401-0000-334.10-36	400,000		304
201		Transfer Broadway Bridge existing budget in the 201 fund to 401 fund	201 - Streets GRT Fund	201-5245-432.70-60		(25,000)	216
201		Transfer Broadway Bridge existing budget in the 201 fund to 401 fund	201 - Streets GRT Fund	201-5205-431.82-22		25,000	216
401		Transfer Broadway Bridge existing budget in the 201 fund to 401 fund	401 - Public Works Grant Projects Fund	401-0000-391.61-00	25,000		304
401		Foothills Phase 3 NMDOT MAP and TPF Revenue	401 - Public Works Grant Projects Fund	401-0000-334.xx-xx	1,766,283		304
401		Foothills Phase 3 NMDOT MAP and TPF Expenditure	401 - Public Works Grant Projects Fund	401-5245-434.71-xx		1,885,444	304
401		Foothills Phase 3 NMDOT MAP and TPF Match/Additional expenditure from the 201 fund	401 - Public Works Grant Projects Fund	401-0000-391.61-00	119,161		304
201		Foothills Phase 3 NMDOT MAP and TPF Match/Additional expenditure from the 201 fund	201 - Streets GRT Fund	201-5205-431.82-22		119,161	216
250		Wildland Revenue Adjust to Actual	250 - State Fire Fund	250-0000-331.30-02	124,334		209
250		State Fire Grant Revenue Adjust to Actual	250 - State Fire Fund	250-0000-334.10-15	264,132		209
250		EMS Grant Adjust to Actual	250 - State Fire Fund	250-0000-334.10-16	(2,795)		209
250		Capital Outlay Revenue Received in FY2022	250 - State Fire Fund	250-0000-334.10-36	(1,088,872)		209
250		State Fire Grant Expenditures Adjust to Actual	250 - State Fire Fund	250-4510-422.xx-xx		478,743	209
250		Wildland Expenditure Adjust to Actual.	250 - State Fire Fund	250-4510-442.xx-xx		260,000	209
250		EMS Grant Expenditure Adjust to Actual	250 - State Fire Fund	250-4510-423.50-41		(2,795)	209
					<b>2,289,318</b>	<b>3,847,628</b>	

Adjust for various grant Funding.



**FY2022 BUDGET REVISION # 2**

#	<u>FUND</u>	<u>PROGRAM/PROJECT</u>	<u>FUND DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>DFA FUND</u>
5.	501	Clean Water State Revolving Fund (CWSRF) Loan 095- Adjust Annual Debt Service and Refinance Fees	501 - Debt Service Fund	501-3045-488.65-xx		(43,591)	403
	501	Clean Water State Revolving Fund (CWSRF) Loan 095- Adjust Debt Service Transfer from 201 Fund	501 - Debt Service Fund	501-0000-391.61-00	(43,591)		403
	201	Clean Water State Revolving Fund (CWSRF) Loan 095- Adjust Debt Service Transfer from 201 Fund <i>(Refinance finalized 10/15/21)</i>	201 - Streets GRT Fund	201-5205-431.82-29		(43,591)	216
	408	West Annex Elevator -Adjust budget to actual expenditures <i>(\$135,000 budget - \$120,695.78 Actual Budget)</i>	408 - General Governmental Fund	408-3215-411.7x-xx		8,145	399
					<b>(43,591)</b>	<b>(79,037)</b>	
<b>Adjust funds to actual.</b>							
-	2.4	402	2022 Piñon Hills Golf Course Loan Proceeds	402 - GRT Bond Projects	402-0000-360.01-00	9,085,000	399
		402	2022 Piñon Hills Golf Course Loan Bond Issuance Costs	402 - GRT Bond Projects	402-3045.479.65-68	82,000	399
		402	2022 Piñon Hills Golf Course Loan Expenditures	402 - GRT Bond Projects	402-3522-455.xx-xx	9,000,000	399
		204	2022 Piñon Hills Golf Course Additional Principal	204 - Community Transformation and Economic Diversification	402-3045-479.82-29	3,000	399
		501	2022 Piñon Hills Golf Course Additional Principal	501 - Debt Service Fund	501-0000-391.xx-xx	3,000	
		501	2022 Piñon Hills Golf Course Additional Principal	501 - Debt Service Fund	501-0000-361.00-00	(3,000)	
		204	FY2022 Loan Debt Service Transfer to 501 fund	204 - Community Transformation and Economic Diversification	204-3522-455.82-29		299
		501	FY2022 Loan Debt Service Transfer from 204 Fund	501 - Debt Service Fund	501-0000-391.62-00	28,512	403
		501	FY2022 Loan Debt Service (Interest Only)	501 - Debt Service Fund	501-3045-490.65-06		403
					<b>9,113,512</b>	<b>9,142,024</b>	

**2022 Piñon Hills Golf Course Loan and FY2022 Annual Debt Service**