

**CITY OF FARMINGTON
CITY COUNCIL WORK SESSION AGENDA
May 17, 2022 – 9:00 a.m.**

DEPARTMENT HEAD REPORTS

1. Roll Call and Convening the Meeting (Mayor)
2. Update from the San Juan County Water Commission (Paul Montoia and Jay Burnham) -----1
3. Discussion regarding proposed redistricting plans (Andrea Jones and Michael Sharp)

Action Requested of Council:

Discussion only. Final action is scheduled for June 28, 2022.

4. Consideration of Resolution No. 2022-1848 adopting an official preliminary budget for the City of Farmington, New Mexico for Fiscal Year 2023 and requesting State approval (Rob Mayes) -----2

Action Requested of Council:

Adopt Resolution No. 2022-1848.

Background/Rationale:

The attached resolution and DFA (Department of Finance and Administration) recap sheet summarize the City of Farmington's preliminary budget for Fiscal Year 2023.

Staff Recommendation:

Adopt Resolution No. 2022-1848.

Instructions Upon Approval:

The FY2023 preliminary budget will be submitted to DFA for review and approval.

COUNCIL BUSINESS

5. Appointment to the Lodgers' Tax Advisory Board (Mayor)

CITY MANAGER BUSINESS

CLOSED MEETING

6. To discuss request for proposals for uninterruptible power supply maintenance and on-call services, pursuant to Section 10-15-1H(6) NMSA 1978, and to discuss acquisition of real property, pursuant to Section 10-15-1(H)(8) NMSA 1978.
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DEPARTMENT HEAD REPORTS

7. Request for proposals for uninterruptible power supply maintenance and on-call services (Eddie Smylie) -----3

Action Requested of Council

Approve recommendation for award.

Background/Rationale:

Proposals for uninterruptible power supply maintenance and on-call services (Electric) were opened on May 4, 2022 with three offerors participating.

Staff Recommendation:

The evaluation committee recommends that the contract be awarded to DC Group, Inc. as the top evaluated firm based on the pricing schedule for services.

Instructions upon Approval:

Award the contract.

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.

SAN JUAN WATER COMMISSION

Operations, projects and goals, 2022:

1. **Animas La Plata Project Operations, Maintenance and Repair (OM&R)** -Active Participation in the Association, monitor and pay appropriate share of expenses
2. **Lake Nighthorse**-Pumping ongoing-100% full in June 2022
3. **Drought Management Plan**- Monitor and provide input into Colorado River Drought Contingency Plan and Drought Response and Operations Agreement (Lake Powell and Navajo Reservoir Operations and Releases)
4. **Colorado River Water Users Association (CRWUA)** -SJWA Executive Director Aaron Chavez to serve as association President through 2024
5. **New Mexico Interstate Streams Commission (NMISC)**- Aaron Chavez serves as a member.
6. **San Juan River Biologic Recovery Implementation Project (SJBRIIP)**- Extended additional 10 years.
7. **San Juan Basin Flows Model**- Continue to work with ISC to develop and operate computer model to predict flows and operate ALP and Navajo Dam releases.
8. **Efficiency Projects Augmentation and Management**- Assist members and their entities through the use of SJWC staff, Lease Payment Fund and other SJWC resources.
9. **Navajo Reservoir Top Water Banking**- Work with the State Engineer's Office to help develop a top water banking protocol to store water behind Navajo Dam that would otherwise flow downstream and be lost.
10. **Strategic Planning**- The Executive Director has advised the SJWC that he intends to discuss with the Commission at its June meeting the need to draft and maintain a four-year Commission Strategic Plan that would include current projects like the Farmers Ditch Headgate Reconstruction, grant writing assistance, ALP water delivery and storage projects, other storage possibilities including surface and aquifer storage and recovery projects and invasive species management.

INTEROFFICE MEMORANDUM

TO: MAYOR DUCKETT AND CITY COUNCIL
FROM: TERESA EMRICH, ADMINISTRATIVE SERVICES DIRECTOR
SUBJECT: RESOLUTION NUMBER 2022-1848
FY2023 PRELIMINARY (INTERIM) BUDGET
DATE: MAY 17, 2022
CC: ROB MAYES, CITY MANAGER

Resolution Number 2022-1848 is requesting approval of the FY2023 Preliminary (Interim) Budget. Pursuant to Section 6-6-2 NMSA 1978, the Department of Finance and Administration (DFA), Local Government Division (LGD) requires each local public body to furnish and file with a proposed (interim) budget for the next fiscal year. The DFA/LGD has directed the interim budget must be submitted no later than June 1, 2022.

The final FY2023 budget is required to be submitted to the DFA/LGD no later than July 31, 2022.

RESOLUTION NO. 2022-1848

A RESOLUTION ADOPTING AN OFFICIAL PRELIMINARY BUDGET FOR THE CITY OF FARMINGTON, NEW MEXICO FOR THE FISCAL YEAR 2023 AND REQUESTING STATE APPROVAL

WHEREAS, the Governing Body of the City of Farmington, a municipal corporation and political subdivision formed and existing under the laws of the State of New Mexico, has developed a preliminary budget for Fiscal Year 2023; and

WHEREAS, said budget was developed on the basis of need, with cooperation from all user departments and elected officials, and with public input accepted at one separate open forum meeting; and

WHEREAS, the official meetings for the review of said documents were duly published and held in compliance with the State Open Meetings Act; and

WHEREAS, it is the majority opinion of the City Council of the City of Farmington that the proposed preliminary budget, containing an estimated beginning cash balance of \$122,166,441 with a total revenue projection of \$262,646,686, a total expenditure projection of \$282,490,234 and an estimated ending cash balance of \$102,322,893 meets the City's budgetary requirements as preliminarily determined for Fiscal Year 2023; and

WHEREAS, it is necessary to submit this budget to the New Mexico Department of Finance and Administration by June 1, 2022 for review and approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Governing Body of the City of Farmington, State of New Mexico, hereby adopts the FY2023 Preliminary Budget herein above described and requests approval from the Local Government Division of the Department of Finance and Administration.

PASSED, SIGNED, APPROVED, AND ADOPTED this 17th day of May, 2022.

Nate Duckett, Mayor

SEAL

ATTEST:

Andrea Jones, City Clerk

Department of Finance and Administration

Local Government Division

Budget Recapitulation

(CENTS ROUNDED TO NEAREST DOLLAR)

FY2023 Preliminary Budget

County/ Municipality:

CITY OF FARMINGTON

Entity Code 16121

Fiscal Year 2023

(E) FUND TITLE	(F) FUND NUMBER	(G) <i>(UNAUDITED)</i> ESTIMATED BEGINNING FUND CASH BALANCE	(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	11,326,989	56,691,864	8,389,525	65,081,389	11,326,989	5,423,449	5,903,540
GRT-Streets	201	3,636,114	11,069,489	(584,884)	12,512,219	1,608,500		1,608,500
GRT-Parks	202	1,628,966	2,636,174	(88,326)	3,542,771	634,043		634,043
GRT-Public Safety	203	525,220	2,380,785	(283,398)	2,318,554	304,053		304,053
GRT-Community Transformation & Economic Diversification	204	1,458,805	4,758,171	(1,426,065)	592,741	4,198,170		4,198,170
Library Gifts and Grants	213	-	137,370	-	123,770	13,600		13,600
PRCA Gifts and Grants	214	554,509	802,133	245,790	1,602,432	-		-
Senior Center Title III Grant	216	-	766,812	(245,790)	521,022	-		-
Museum Gifts and Grants	217	140,548	251,100		71,300	320,348		320,348
CARES Act/ARPA	218	3,655,778	3,000	(1,820,359)	1,835,419	3,000		3,000
Red Apple Transit Grant	221	35,250	1,122,036	592,932	1,750,218	-		-
General Governmental Grants	222	-	1,062,695	53,113	1,014,404	101,404		101,404
CDBG Grant	223	-	744,986	-	744,986	-		-
Lodgers Tax	230	614,540	1,643,700	-	1,355,740	902,500		902,500
Convention Center Fee	231	53,956	831,750	(712,238)	-	173,468		173,468
State Police Protection	240	-	173,000	-	173,000	-		-
Region II Narcotics	246	101,190	492,642	30,000	522,642	101,190		101,190
COPS Grant	248	-	-	-	-	-		-
Law Enforcement Block Grant	249	156,315	46,415	-	46,415	156,315		156,315
State Fire	250	280,326	640,199	(28,750)	891,775	-		-
Penalty Assessment	251	6,281	155,050	-	155,050	6,281		6,281
Community Dev. Grant Projects	401	3,510,950	1,116,128	417,651	1,739,069	3,305,660		3,305,660
General Gov'n't Fund 408	408	13,148,917	15,000	(2,000,000)	2,727,757	8,436,160		8,436,160
Airport Grants	409	434,187	9,342,259	-	9,697,947	78,499		78,499
MRA	411	220,083	5,870	-	203,520	22,433		22,433
Parks Development Fees	412	74,475	5,500	-	74,475	5,500		5,500
All Abilities Park	415	16,000	50			16,050		16,050
Sales Tax Bond Retirement	501	-	-	5,195,158	5,195,158	-		-
Electric Enterprise	601	53,301,048	102,371,248	(4,783,476)	103,813,789	47,075,031	27,149,316	19,925,715
Water Enterprise	602	10,823,207	32,531,815	(1,339,091)	30,454,464	11,561,467		11,561,467
Wastewater Enterprise	603	12,297,195	14,193,898	(640,642)	16,913,190	8,937,261		8,937,261
Sanitation Enterprise	604	1,936,077	7,287,502	(971,150)	6,270,792	1,981,637		1,981,637
Health Insurance	701	2,229,515	9,368,045	-	10,544,226	1,053,334		1,053,334
GRAND TOTAL		122,166,441	262,646,686	-	282,490,234	102,322,893	32,572,765	66,715,157

CITY OF FARMINGTON
INTER-OFFICE MEMORANDUM

TO: Mayor Duckett and City Council

FROM: Edward Smylie, CPPO
Interim Chief Procurement Officer

DATE: May 10, 2022

SUBJECT: Uninterruptible Power Supply Maintenance and On-Call Services, RFP #22-146869

USING DEPARTMENT: Electric Utility
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A proposal opening was held on May 4, 2022 for Uninterruptible Power Supply Maintenance and On-Call Services, RFP #22-14686. Three (3) offers were submitted.

The Central Purchasing Department concurs with the recommendation from the evaluation committee to award the contract to DC Group, Inc., the top evaluated firm. Award is based on the pricing schedule for services as required. The final rankings are listed below:

- DC Group, Inc.
- Gruber Power Services
- Weissco Power

Edward Smylie (Presenter)
Work Session, Close/Reopen, May 17, 2022

Copy to:
Hank Adair, Electric Utility Director

File – 22-146869-SN

Evaluation Committee:
Shawn Weiss, Senior Relay Engineer
James Campbell, IT Director
Randy Kennedy, Safety Coordinator
Shane Purcella, EMS/SCADA Systems/Network Administrator
David Salas, System Control Applications Analyst