

**CITY OF FARMINGTON  
CITY COUNCIL WORK SESSION AGENDA  
July 15, 2014 – 9:00 a.m.**

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**DEPARTMENT HEAD REPORTS**

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

Action Requested of Council:

There is no action requested of the Council at this time. The information is provided in order to answer Council's questions and provide Council the opportunity to give direction to staff.

Selection and prioritization of the top five projects will be requested at the August 5, 2014 City Council Work Session.

Background/Rationale:

A local infrastructure capital improvement plan ("ICIP") is a 5-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.

A list of recommended potential projects is being introduced for Council review; five projects must be selected and prioritized by level of importance. The five selected projects will comprise the City of Farmington ICIP plan which must be submitted to the Department of Finance, Local Government Division no later than September 2, 2014.

3. Letter of Interest for long-term lease of vacant land at the Four Corners Regional Airport (Eddie Smylie) ----- 2

Action Requested of Council:

Approve and execute the lease agreement.

Background/Rationale:

A legal notice for Letters of Interest was published on May 11, 2014 for parties interested in the long-term lease of vacant land, H-9.7. One response was received from Scott Tubb, a Farmington resident, who is

interested in building a hangar on the land. Letters of interest were due by 5:00 p.m. on May 21, 2014.

Staff Recommendation:

Execute the lease agreement with Scott Tubb.

Instructions Upon Approval:

Execute the lease agreement.

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**COUNCIL BUSINESS**

4. Re-appointments to the Cable and Communications Commission and the Lodgers' Tax Advisory Board (Mayor)

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**CLOSED MEETING**

5. To discuss acquisition of water rights and disposition of real property (Southside River Road) pursuant to Section 10-15-1H(8) NMSA 1978.

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**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

<b>Priority #</b>	<b>Top Five (5) Projects</b>
<u>1</u>	Project Title: _____ <div style="text-align: right; margin-right: 20px;">\$ -</div> <hr/> Notes: _____ Project Title: _____
<u>2</u>	<div style="text-align: right; margin-right: 20px;">\$ -</div> <hr/> Notes: _____ Project Title: _____
<u>3</u>	<div style="text-align: right; margin-right: 20px;">\$ -</div> <hr/> Notes: _____ Project Title: _____
<u>4</u>	<div style="text-align: right; margin-right: 20px;">\$ -</div> <hr/> Notes: _____ Project Title: _____
<u>5</u>	<div style="text-align: right; margin-right: 20px;">\$ -</div> <hr/> Notes: _____

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

<b>Priority #</b>	<b>Top Five Staff Recommended Projects</b>	
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<u>1</u>	<p><b>Pinon Hills Bridge &amp; Extension</b></p> <p>The extension of Pinon Hills Boulevard (PHB) East from NM Highway 516 South to County Road 3000 will provide a key transportation link between northeast Farmington and the rapidly-growing Crouch Mesa area. The bridge and PHB extension will significantly reduce traffic congestion on Browning Parkway.</p> <p><u>Possible funding sources:</u> NMDOT</p>	<b>\$ 19,000,000</b>
<u>2</u>	<p><b>Fire Station #7 &amp; Apparatus/equipment (does not include \$1.2M recurring annual operating costs)</b></p> <p>The North Foothills section of Farmington has been identified as a region of substantial growth in the past 7 years.</p> <p><u>Possible funding sources:</u> Possible Federal AFG grant to assist in funding the apparatus required. The State Fire Fund grant with a maximum award of \$100,000 could also be used to fund the project.</p>	<b>\$ 4,000,000</b>
<u>3</u>	<p><b>Regional Detox/Treatment Center</b></p> <p>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.</p> <p><u>Possible funding sources:</u> City and State of New Mexico funds and other regional entities</p>	<b>\$ 2,000,000</b>
<u>4</u>	<p><b>Totah River Park &amp; Native American Market Place</b></p> <p>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.</p> <p><u>Possible funding sources:</u> City, State, MRA funding opportunities</p>	<b>\$ 3,500,000</b>
<u>5</u>	<p><b>Civic Center Expansion - Phase II</b></p> <p>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.</p> <p><u>Possible funding sources:</u> City funds, State funds and Convention Center Financing Act of 2013.</p>	<b>\$ 3,600,000</b>

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

**Alphabetical Listing of Additional Projects for Consideration**

<p>_____ <b>Airport Runway Extension</b></p> <p>The Four Corners regional Airport (FCRA) Master Plan, Airside Improvements, recommends several runway, taxiway and safety improvement options.</p> <p><u>Possible funding sources:</u> City, State of New Mexico and Federal funding</p>	<p><b>\$ 23,000,000</b></p>
<p>_____ <b>Airport Terminal Remodel and Expansion</b></p> <p>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.</p> <p><u>Possible funding sources:</u> City and State of New Mexico funding, Passenger Facility Charges, Utility grants for energy efficiency</p>	<p><b>\$ 1,000,000</b></p>
<p>_____ <b>Bus Transit Terminal</b></p> <p>Since initiating operations in 1999, operations have been divided with the buses stored at MOC and operations managed from Orchard Plaza. Primary bus transfers occur in the Orchard Plaza parking lot which conflicts with retail shopping. A transit terminal would centralize bus and management in one location and provide a safe main hub for bus transfers and storage.</p> <p><u>Possible funding sources:</u> 80% FTA federal funding \$1,200,000 20% City funding \$300,000</p>	<p><b>\$ 1,500,000</b></p>
<p>_____ <b>CNG Refilling Station</b></p> <p>A CNG filling station turns natural gas from a pipeline into CNG where CNG-powered vehicles can fill up.</p> <p><u>Possible funding sources:</u> City and State of New Mexico funds</p>	<p><b>\$ 1,000,000</b></p>
<p>_____ <b>Construction of a 45,000 sq. ft. Police Station</b></p> <p>Current facility is structurally inadequate, subject to significantly increasing maintenance costs, incapable of meeting requisite facilities for a diversified workforce, incapable of meeting technological requirements of a modern police department, and contributes to an overall management inefficiency caused by forced segregation of critical Divisions and Units due inadequate availability of workspace. Current structure was created for a Police workforce one quarter of current staffing and existing building can no longer sustain significant remodeling or expansion of the footprint.</p> <p><u>Possible funding sources:</u> City, State of New Mexico and Federal funding</p>	<p><b>\$ 16,500,000</b></p>

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

**Alphabetical Listing of Additional Projects for Consideration (cont.)**

<u>          </u>	<b>Construction of a 70,000 sq. ft. City Hall complex including PRCA.</b>	<b>\$ 21,000,000</b>
	<p>Aging buildings that do not offer adequate space to properly conduct operations have mandated the need to replace the current City Hall complex. Rather than being spread over the City, operation management would be centrally located to increase communication and customer service.  <u>Possible funding sources:</u> City and State of New Mexico funds</p>	
	<p><b>***Alternative Project Option***</b></p>	
<u>          </u>	<b>City Hall Remodel/Renovation</b>	<b>\$ 5,000,000</b>
	<p>General remodel/renovation of Municipal Campus. Aging buildings will be renovated to increase energy efficiency and interior temperature regulation. ADA and other code upgrades will be addressed as needed in the remodel as well as uniformity of the exterior design.  <u>Possible funding sources:</u> City and State of New Mexico funds</p>	
<u>          </u>	<b>Crouch Mesa, Bloomfield Highway Police Substations</b>	<b>\$ 2,500,000</b>
	<p>Proposed annexation of significant square miles of additional service area creates significant inefficiency of operations due to time/distance from main police station. The distance from the proposed annexation areas to the police station negates un-obligated patrol time necessary to prevent crime due to inability of officers to prepare and submit requisite documents, re-supply, visit restroom facilities, complete investigations, conduct interviews, etc...  <u>Possible funding sources:</u> City and State of New Mexico funds-General Fund, GRT Increase, Bond</p>	
<u>          </u>	<b>Enhancing Foothills (Holmes-Lakewood) with bike paths and waterline</b>	<b>\$ 3,850,000</b>
	<p>Enhancing Foothills Drive would increase road condition and overall safety of the road. Employ traffic calming by Complete Street concepts.  <u>Possible funding sources:</u> NMDOT-MAP Program</p>	
<u>          </u>	<b>Farmington Museum Expansion-Phase III Gallery Addition</b>	<b>\$ 1,600,000</b>
	<p>This addition would allow the Gateway Museum to bring traveling exhibits to Farmington to enrich the culture of our area.  <u>Possible funding sources:</u> City and State of New Mexico funds</p>	
<u>          </u>	<b>Recreation Center Expansion - Gym &amp; Classroom</b>	<b>\$ 1,600,000</b>
	<p>School gym use restrictions. Additional classroom space is necessary to fulfill public demand.  <u>Possible funding sources:</u> City and State of New Mexico funds</p>	
<u>          </u>	<b>Ricketts Park Bleacher Addition</b>	<b>\$ 1,800,000</b>
	<p>Rickett's Park is the home to the Connie Mack World Series and draws amateur baseball fans from around the country to the week-long tournament. The bleacher addition would provide more room for spectator seating. These individuals would provide economic impact for the area through lodging, food &amp; beverage sales, and other retail shopping.  <u>Possible funding sources:</u> City and State funds would be preferable. Additional funds may be offered by the Connie Mack World Series organization.</p>	

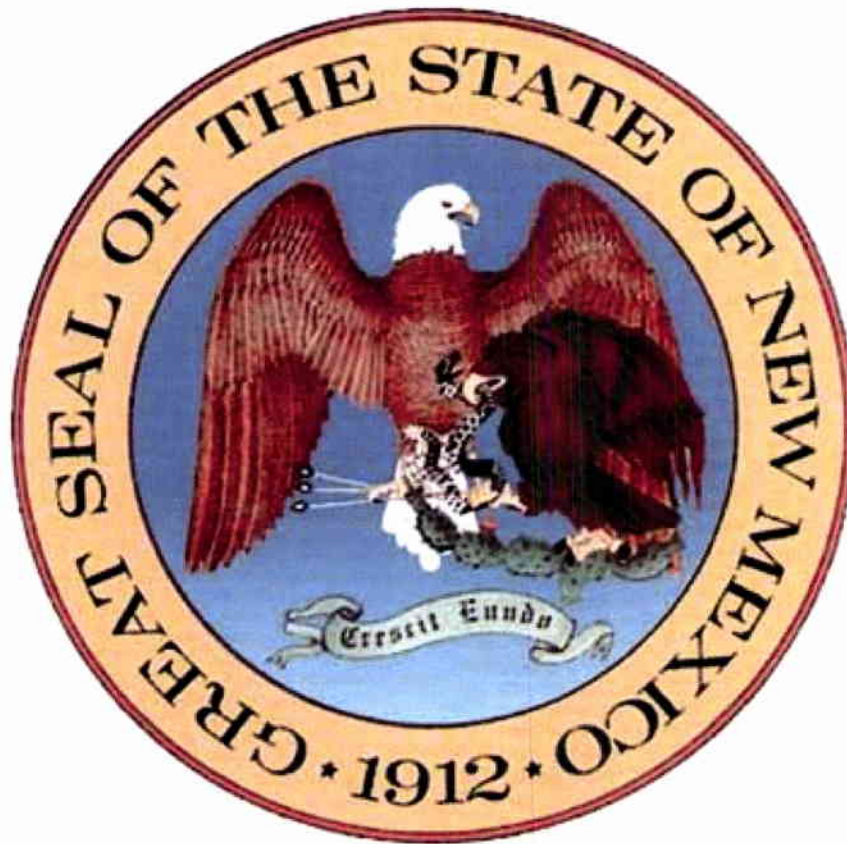
The City of Farmington  
ICIP Potential Project Listing for FY2016-2020  
FY2015

**Alphabetical Listing of Additional Projects for Consideration (cont.)**

<b>River Trail and Walking Bridges</b>	<b>\$ 2,400,000</b>
<p>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.</p> <p><u>Possible funding sources:</u> City, State and Federal Funds are desirable.</p>	
<b>Senior Center Expansion</b>	<b>\$ 600,000</b>
<p>As a part of the Senior Center Master Plan, this expansion is needed to expand service, safety and meet the needs of the senior population according to division assessments.</p> <p><u>Possible funding sources:</u> City and State of New Mexico funds</p>	
<b>Sycamore Community Center Phase II Gym &amp; Classrooms</b>	<b>\$ 1,500,000</b>
<p>The success of the Sycamore Park Community Center has outgrown the current capacity for residents in this area of town. The additional classrooms and gym will provide greater opportunities for active lifestyles, and enrichment activities for members of the low-income demographic and underserved area of the community.</p> <p><u>Possible funding sources:</u> City, State and Federal funds should be considered for this project.</p>	
<b>T-Hangars</b>	<b>\$ 400,000</b>
<p>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.</p> <p><u>Possible funding sources:</u> City and State of New Mexico funds. Possible condo development if interest exists.</p>	
<b>Zone 2P Waterline</b>	<b>\$ 6,000,000</b>
<p>This improvement to the aging water infrastructure is one of many phased improvements to the City of Farmington Waterline system.</p> <p><u>Possible funding sources:</u> NMED-State Drinking water Revolving Loan Fund</p>	

2016-2020 Local Government ICIP Guidelines  
Please submit corrections/additions/suggestions to  
Carmen Morin at 505-827-4957 or [CarmenB.Morin@state.nm.us](mailto:CarmenB.Morin@state.nm.us)

## **2016-2020 Infrastructure Capital Improvement Plan Local Government ICIP Guidelines**



Department of Finance & Administration  
Local Government Division (DFA/LGD)  
407 Galisteo, Bataan Memorial Bldg. Rm 202  
Santa Fe, NM 87501

The Local Government ICIP database is available at  
<http://www.state.nm.us/capitalprojects/>



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# I. Creating the Infrastructure Capital Improvement Plan FY 2016-2020

## Introduction

The local Infrastructure Capital Improvement Plan (ICIP) is a plan that establishes planning priorities for anticipated capital projects. The need for this kind of planning has reached critical proportions in New Mexico, where local governments are faced with pressing demands for multiple capital improvements and limited funding to support them. The state-coordinated local ICIP process encourages entities to plan for the development of capital improvements so that they do not find themselves in emergency situations, but can plan for, fund, and develop infrastructure at a pace that sustains their activities.

The Department of Finance and Administration (DFA), through its authority in NMSA 1978, Sections 5-8-6A, 6-6-2J, 6-6-4, 9-6-5.1, 11-6-2, 11-6-3, 11-6-4.1, 11-6-5, and 11-6-5.1, **strongly encourages** each jurisdiction to prepare a Five-Year ICIP.

Annually, New Mexico counties, municipalities, special districts, local governments and tribal entities evaluate their infrastructure priorities and participate in the ICIP process. Workshops teach entities how to participate in the Local ICIP process, and how to input project information into the ICIP database.

The initial step in the ICIP process is the creation of the individual entity plan. The plan covers a five year period and is developed each year. It includes policy direction, funding time frames, estimated costs, justifications, and the details of each specific infrastructure capital improvement project proposed, by year, over the five year period. The plan includes repair or replacement of existing infrastructure and the development of new infrastructure. Each proposed project includes Description/Scope of Work, Priority Rank of all projects, Project Budget, Phasing information and Phasing Budget (if applicable), and Operating Budget.

**Each participating entity must update their project information in the database and submit hard copies of their plan, and other required documents as described on pages 4 and 5 to DFA/LGD. The final ICIP report is available to view on the DFA/LGD website for entity, legislature, governor and funding agency use.**

## II. General Information

**Coordinator** – The Department of Finance and Administration/Local Government Division (DFA/LGD) coordinates the Local Infrastructure Capital Improvement Plan (ICIP) process. If you would like to participate in the process or need help in developing a plan, please contact Carmen Morin at [CarmenB.Morin@state.nm.us](mailto:CarmenB.Morin@state.nm.us) 505-827-4957 at DFA/LGD or your local Council of Governments (COG).

### FY 2016-2020 ICIP DEADLINES:

**SPECIAL DISTRICTS - JUNE 16, 2014 by 5:00 p.m.**

**NATIVE ENTITIES - JULY 14, 2014 by 5:00 p.m.**

**COUNTIES AND MUNICIPALITIES - SEPTEMBER 2, 2014, by 5:00 p.m.**

Enter planning information into the ICIP database at [www.state.nm.us/capitalprojects/](http://www.state.nm.us/capitalprojects/).

### **REQUIRED Documents for a Compliant Submission:**

1. **Entity Information.** Provide contact person name, address, telephone, fax number, email address. Also include COG District number, entity type, and Financial Compliance information.
  - a. **Project Priority Process.** Provide information on the process of how your entity planned and prioritized the projects included in your ICIP.
  - b. **Capital Improvement Goals.** Identify the project goals to include timing, costs of design, site preparation, equipment, furnishing, maintenance and operation.
  - c. **Factors/Trends Considered.** Provide information on trends and factors in your community and how they were taken into consideration during the planning process.
2. **Summary Report.** Printed copy of the ICIP summary report.
3. **Capital Description Report For Top Five (5) Projects.** This is the individual report for each of your top five (5) projects located in the Projects List page.
4. **Written approval of ICIP by governing body.** Provide a **Resolution of Approval** from entity governing body. Native entities that are not able to obtain a Resolution may provide **Letter of Approval** from a Governor, President, or Chapter President. If an adopted Resolution or Letter of Approval is not included with your original submission packet it will not be accepted. See Appendix E for a template of an approval resolution.

**Additional documents.** DO NOT submit any additional documents unless required and/or requested by DFA/LGD. (i.e. Resolution, Federal/State/Judicial Mandate, and/or specific requested documents)

**Submissions missing ANY of these documents will be considered Non-Compliant, and will risk your ICIP not be included in the final ICIP publication.**

Submit your completed ICIP Packet in a sealed envelope clearly marked:  
**2016-2020 ICIP**

### **REMIT TO:**

**DFA/LGD**

**407 Galisteo, Bataan Memorial Bldg. Rm 202**

**Santa Fe, NM 87501**

**Attention: Carmen B. Morin**

### **ICIP DELIVERY SPECIFICATIONS**

- ICIP submissions sent via mail or certified courier and must be received at the DFA/LGD office by specific deadlines listed per entity type.
- ICIP submissions hand delivered must be received at the DFA/LGD on or before specific deadlines listed per entity type.
- Please retain proof of delivery for verification of meeting the deadline.
- **There is no electronic submission option.**
- **Do Not Staple or Bind Packet.**