



AGENDA

Tuesday, January 19, 2021 - 4:00 P.M.

The regular meeting of the Metropolitan Redevelopment Area Commission will be held virtually using Zoom at

<https://zoom.us/j/97559822611?pwd=R1drVCszbWdxb3pVa1FCS2hoRjRhUT09>

1. Call to Order
2. Approval of Dec. 15, 2020 Minutes
3. Continuing Discussion Regarding the Comp Plan Update and the MRA District – John McNeill
4. Presentation/Discussion Regarding Proposed Changes to the Unified Development Code – Beth Escobar
5. Presentation/Discussion Regarding the RiverReach Project – Elizabeth McNally/Robert Lehme
6. Discussion/Presentation Regarding New Incentive Applications – Warren Unsicker
7. Update on Totah Theatre Project – Warren Unsicker
8. MRA Staff Updates – Warren Unsicker
9. Main Street Complete Streets Final Report – Sherry Roach
10. Business From:
 - a. Floor
 - b. Chair
 - c. Members
 - d. Staff
11. 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 – December 15, 2020 Held virtually using Zoom

<https://zoom.us/j/98512959717?pwd=U0ZaZmllobG9Bb3dxM21pNmXGSzBsdz09>

Members Present: John McNeill, D.D.S. - Chair
Jill Tanis – Vice Chair
Doug Dykeman - Commissioner
Elizabeth McNally - Commissioner
Greg Mills - Commissioner

Members Absent: None

Staff Present: Julie Baird
Beth Escobar
Shana Reeves
Sherry Roach
Elizabeth Sandoval
Warren Unsicker
Karen Walker

Others Present: Councilor Janis Jakino
Kim DuTremaine, Locke Street Eats
Flo Trujillo, New Mexico Arts Council
Connie Chen, Mikasa Japanese Restaurant
Morey Havens, Boon's Family Thai Restaurant

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.

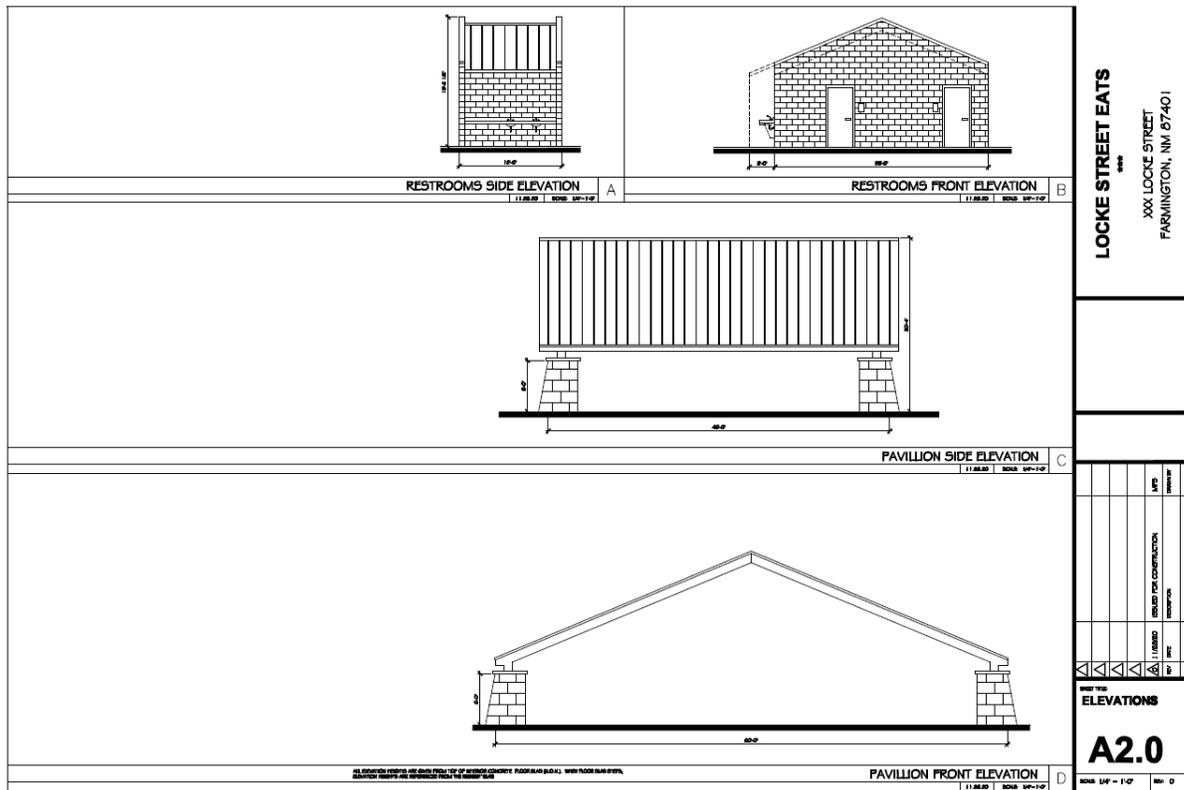
2. Approval of the November 17, 2020 Minutes

The minutes of November 17, 2020 will be amended as follows, complete the last sentence on page 4, correct the spelling of Chair McNeill and Commissioner Dykeman's name.

A motion was made by Vice Chair Tanis and seconded by Commissioner Dykeman to approve the amended minutes of the November 17, 2020 meeting. The motion passed unanimously 5-0 through a roll call vote.

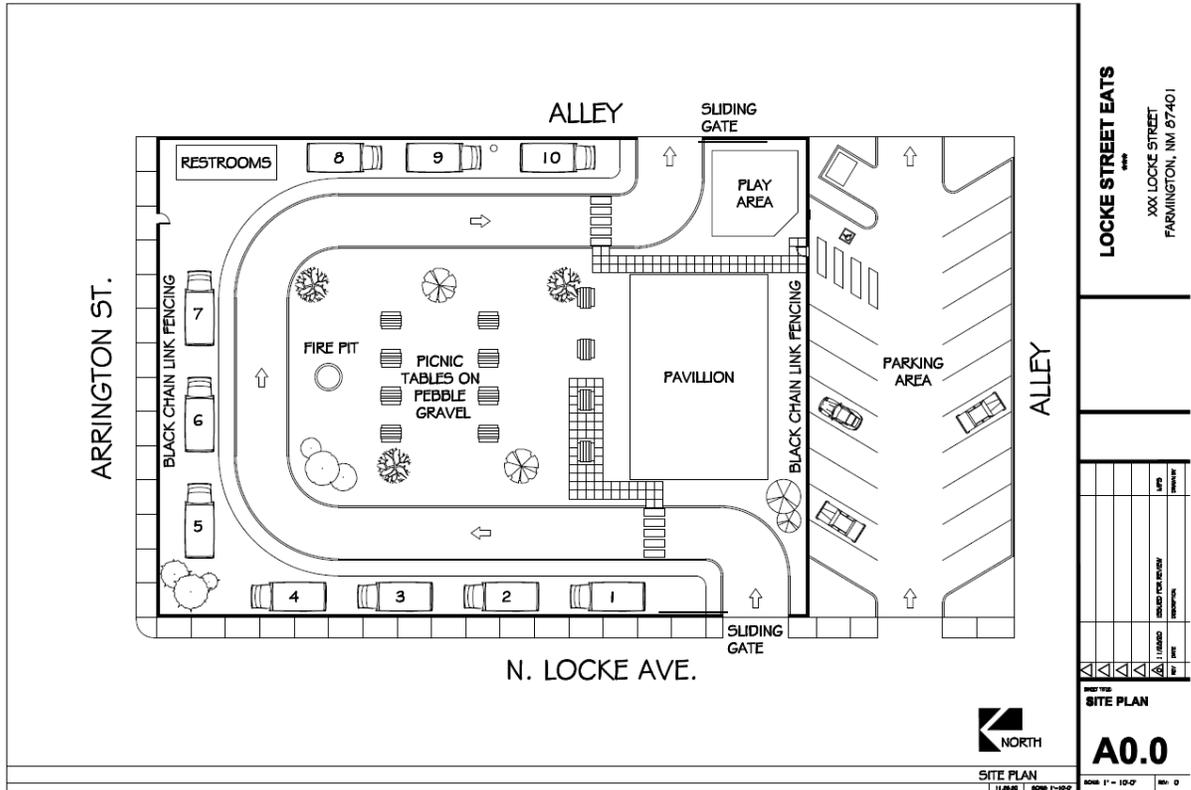
3. Discussion / Presentation Regarding the DuTremaine Projects Downtown - Warren Unsicker

Warren Unsicker, Director of Economic Development, and Kim DuTremaine presented they layout of the project.



Sketch Plan A2.0

Kim DuTremaine stated that top of sketch plan A2.0 shows the proposed bathroom area with kitchen prep, drainage, disposal, grease trap all included. The second and bottom section of the layout show the 40X60 pavilion area with metal roof and brick pillars. The material used on the gym will be used on the pavilion to give continuity.



Sketch Plan A0.0

Kim DuTremaine stated that, as indicated in sketch plan labelled A0.0, where the parking lot meets the ally is where parking will start, with a section of parking being designated to Bank of the Southwest. Seventeen ADA parking spots will be provided. There will be gates at the entrance on Locke Ave. and an exit in the alley. There is also a pedestrian entrance at Arrington St. and near the parking area near the brick pavers by the play area. ADA is being addressed to the restroom area. The area does have space for 10 food trucks. There will be black chain link fencing around the lot, which is noted on the sketch plan.

Mr. Unsicker asked if the parking to the south of the food truck court is primarily for the bank.

Ms. DuTremaine stated that it would be multipurpose, with 10 spaces completely designated to the bank.

Mr. Unsicker asked the Commission if they had any comments or questions.

Commissioner McNally stated that she thinks this project is great and would like to see more details in what food trucks need to set up. Commissioner McNally asked will each truck have its own electric outlet and if there will be any electric cables on the ground?

Ms. DuTremaine stated that there will not be any cables on the ground and that each truck will have its own utility and electricity that will run through the fencing, with the outlets in the fence post. Utilities will run underground through the piping that makes up the fence post. The only wiring would be from the pole to the truck, but there will not be any public foot traffic there.

Commissioner McNally asked if the trucks will have water service.

Ms. DuTremaine stated that there will be access to water service from the restrooms, as well as a place to dump and a prep station with grease trap, which the vendors will have access to.

Commissioner McNally asked if there would be any irrigation for landscaping in the center area.

Ms. DuTremaine stated that there would not be irrigation. The restroom building will include a prep area for the food trucks. a. Planting will not take place in the center unless there is access to water in that area. Surface will be pea gravel so that it will not be too hot.

Commissioner McNally asked if the fire pit will be operated with wood or through a natural gas line.

Ms. DuTremaine stated that the concept was added to the sketch plan and is not sure if there will be a fire pit, but is open for discussion.

Commissioner McNally stated that she would like to see a lighting plan and asked Ms. DuTremaine to take Night Sky Compliance into consideration.

Ms. DuTremaine stated that there is already existing lighting in the parking lot that points downward and she will incorporate that into the plan.

Commissioner McNally asked if the pavilion would have lighting.

Ms. DuTremaine stated that the pavilion would have lighting.

Vice Chair Tanis stated that she likes the plan and would like to know if the entire space will be level and will there be a line delineating where the walking space is.

Ms. DuTremaine stated that currently there is curbing and all of it will come out and the drive through area will be flat. Designation could be through the use of different materials.

Vice Chair Tanis stated that it appears there is a sidewalk between the trucks and drive through area and asked if that would be a raised sidewalk.

Ms. DuTremaine stated no it will not be a raised sidewalk.

Commissioner Dykeman asked how high the fence will be and if the fence is for security purposes or decoration.

Ms. DuTremaine stated that the fence will be 6' tall and will be there for security, showing separation with defined entrances and exits. The premises will also have security cameras.

Commissioner Dykeman asked if the food trucks would be overnight.

Ms. DuTremaine stated that at times there will be food trucks parked overnight. There may be times when trucks rent by the week. The fence will keep everything secure.

Commissioner Mills stated that he thinks it would be awesome to keep everything the same scheme as downtown and he would like to see greenery and shade in the area.

Chair McNeill asked Beth Escobar, Planning Manager, if there is a requirement by City ordinance for the number of parking spaces.

Planning Manager Escobar stated that the City does not have specific parking regulations for food trucks and the Central Business District is exempt from the parking requirements in the Unified Development Code. Parking will need to be self-regulated.

Planning Manager Escobar made the comment to Ms. DuTremaine to consider putting seating areas near the play area so parents can sit while their kids play. Also, there is a water meter on Locke Ave. that can be used to connect at no cost. Should the meter have to be relocated, there would be a cost.

Sherry Roach, Main Street Complete Streets Project Manager, stated that she talked with new Estimator Supervisor for the Farmington Electric Utility Department and looking at Downtown as a whole, FEUS has been looking at existing lighting that needed to be upgraded to LED lighting. The 3 lights that have been discussed at the DRC meeting have been upgraded last week.

Chair McNeill asked Ms. DuTremaine asked if the gates at the entrance and exit were 3-4' wide gates that individuals could walk through one at a time.

Ms. DuTremaine stated that was correct.

Chair McNeill asked if the drive in gates will be open during the peak times for ingress and egress.

Ms. DuTremaine stated that the gates will be closed halfway to allow for people to walk in and out and avoid having vehicles drive in.

Chair McNeill stated that during emergency situations ingress and egress for pedestrians might be a concern.

Ms. DuTremaine stated that the gates are rolling gates that roll sideways and would be easy to open and close.

Chair McNeill asked if the sidewalk that is next to the trucks will be concrete.

Ms. DuTremaine stated that she did not have the answer to that yet. There does need to be wheelchair access, but does not know the plan for that right now. There is existing curbing in that area, which will be removed and may not be replaced with concert. Pavers may be used depending on cost.

Chair McNeill asked Planning Manager Escobar what the ADA access requirement to the trucks, pavilion and picnic area.

Planning Manager Escobar stated that there are options other than a hard surface for ADA. Pavers and crushed granite are approved materials. The City of Farmington Building Official would have to review what Ms. DuTremaine proposes. If the surface is kept flat there are several options.

Commissioner McNally asked if it would be possible to incorporate a designated bike parking area.

Ms. DuTremaine stated the space is tight but that it could be considered.

Chair McNeill asked if there was any public comment.

Connie Chen, Mikasa Japanese Restaurant, 400 W. Main Street, stated that she wants to know from Locke, is that a one way drive or two way drive?

Ms. DuTremaine stated that it is a one-way drive from Locke to the alley and signs could be posted to designate the entrance.

Ms. Chen stated that parking is big problem for everyone Downtown. If there is a drive thru then there may be backup traffic.

Ms. DuTremaine stated that there is an exit is to the alley and she does not foresee any issues.

Ms. Chen stated that if it is a drive thru people may not want to get out of their vehicles or park and there still could be issues. Connie also added that there is a

problem with the homeless population coming into businesses and that might be a problem as well.

Ms. DuTremaine asked Ms. Chen if she was concerned that having the food truck pavilion would cause more foot traffic and people just hanging out.

Ms. Chen stated that was correct and it's currently a problem.

Ms. DuTremaine stated that the area is currently a dark parking lot that does not have any security. The project that is being proposed will bring a well-lit area, gated and locked. The fencing and the gate will close and lock the area. Our hope that it will be much safer than it currently is.

Ms. Chen asked if this will be an alcohol free area.

Ms. DuTremaine stated that yes there will be no alcohol.

Ms. Chen asked how many parking spots will there be for the food truck pavilion.

Ms. DuTremaine stated there is one ADA in the proposed parking, parking spaces on Locke Street and parking on Arrington Street, probably 25 -30 spaces if you go north, east and south of the proposed area.

Chair McNeill asked if there were any other questions or comments.

Ms. Chen stated that she did have some other questions but would ask them at a later time.

Chair McNeill stated that if there were comments this would be the opportunity to make them or submit the comments to Ms. Escobar with the City Planning Department so any concern can be discussed and addressed.

Ms. Chen stated that her big concern is her parking lot and the food truck pavilion is right next to her business. Ms. Chen stated that currently other businesses do use her parking lot as well, so this is a big concern for her and her business.

Commissioner Tanis asked Ms. DuTremaine what the operating hours will be for the food truck pavilion.

Ms. DuTremaine stated that she is thinking that the operating hours will be 11:00 am – 9:00 pm; it is hard to say at this time. Possibly weekend access, with one day closed, possibly Monday, not open 7 days a week.

Chair McNeill stated that he noticed that Mr. Havens unmuted his microphone and asked if he had any questions. There was no response from Mr. Havens.

Chair McNeill stated that he is supportive of this project for the Downtown area and it is needed, will benefit all restaurants Downtown and is something positive for the area.

Chair McNeill asked Planning Manager Escobar what is expected of the Commission for Council.

Planning Manager Escobar stated that she will defer this question to Mr. Unsicker who will be taking this to Council.

Mr. Unsicker stated the request from Ms. DuTremaine for an incentive that would assist with both a gym and a food truck pavilion. Mr. Unsicker then asked Ms. DuTremaine how the totals broke down for the incentive request.

Ms. DuTremaine stated that she believes that she was asking for \$45,000 for the gym and \$65,000 for the pavilion area, these are rough estimates. Ms. DuTremaine state that she had asked if they needed to be split, but it does not matter to her either way.

Mr. Unsicker responded to Ms. McNeill and Commissioners that the total request came out to \$113,000 for the two respective projects. The MRA board could recommend for the full amount or for one or the other of the two projects.

Chair McNeill stated that Mr. Havens sent him a chat message stated that he is not able to connect. Chair McNeill asked Mr. Havens to go out of the meeting and come back in before a motion is entertained.

Planning Manager Escobar stated that Mr. Havens was readmitted to the meeting.

Chair McNeill asked for Mr. Havens to speak. Mr. Havens was still not able to be heard. Chair McNeill asked Mr. Havens to send a chat with any questions he might have. Mr. Havens still was not able to respond, Chair McNeill stated that he could not hear Mr. Havens and had not received a chat, so a motion will be entertained by the Commission.

Mr. Unsicker asked Chair McNeill if he would like for him to connect with Mr. Havens over the phone. Mr. Unsicker made a connection with Mr. Haven over the phone.

Morey Havens, Boon's Thai Restaurant, stated that an email was sent out last week from the Downtown brick and mortar restaurants in regards to most owners having opposition due to timing and COVID restrictions that are in place. A number of Downtown restaurant owners are still concerned if they will be able to weather the next six months due to reduced revenue. The other concern is the number of food trucks. Mr. Havens stated that he did talk with Ms. DuTremaine in

regards to the number of trucks and having a mutual agreement that there would be no more than 5 permanent food trucks at any given time, with the remainder of the spaces used for special events. Mr. Havens stated that he like the idea of special events, but there is a concern for the number of trucks. Mr. Havens asked if anyone had any questions. Chair McNeill thanked Mr. Havens for attending and stated that understands the concern about timing.

Chair McNeill asked if the Commission is willing to support the project as a vision for the area and willing to commit incentives to assist this project going forward. Chair McNeill stated that he would move in favor of the project moving forward and he feels the requested funds are reasonable, with Mr. Unsicker and Ms. DuTremaine figuring out the logistics of how the funding will be allocated, stating that this is in the form of a motion and asked for a second to his motion. Commissioner Dykeman seconded the motion. There was no discussion from the Commission. The motion passed unanimously 5-0 through a roll call vote.

Chair McNeill asked Mr. Unsicker when this would be heard by Council. Mr. Unsicker stated that it will most likely be heard the first of the year, the second week of January on the 12th.

Chair McNeill stated any interested parties should pay attention to the City's website for meeting notice and agenda and plan to attend if they would like to be heard before City Council.

4. Continued Discussion Regarding The Comp Plan Update and the MRA District - John McNeill

Chair McNeill stated that Planning Manager Escobar had a meeting this week regarding the Comprehensive Plan which went over details as far as who the partners and leaders would be for the action items of the Comprehensive Plan. The MRA had significant presence in the Comprehensive Plan under the section labeled "Downtown", the last table in the link that was provided. Looking at the action items discussed, there are a number of other sections regarding zoning, use of different materials, etc. Although the MRA does not have an interest or a say in what the rest of the City needs, there is an interest within the MRA in knowing what zoning requirements would be and any other plans that affect the MRA. Chair McNeill stated that he did add the MRA under a number of leadership and partnership sections, not seeking to lead them but to have a voice as far as they do pertain to the MRA district.

Chair McNeill asked if members of the Commission in attendance of the Comprehensive Plan meeting had any comments.

Vice Chair Tanis stated that she thought there was great collaboration and she likes the direction that Comprehensive Plan is going, not just for the MRA but for the City.

Commissioner McNally stated that she didn't have any specific comments and she is impressed with how much work and detail has gone into the Comprehensive Plan.

Chair McNeill asked Planning Manager Escobar if she had any comments.

Planning Manager Escobar stated that the Comprehensive Plan process will be suspended next Friday. A clean draft should be available at that time. Even with the suspension, staff will still look at the Comprehensive Plan document to make sure it is kept relevant until we come to a point that the public can be engaged in a more vigorous way.

Chair McNeill encouraged the MRA Commissioners to take a deep look at the document. This item will be added to the next meeting's agenda should anyone have any discussion items they would like to address.

5. Northwest New Mexico Arts Council Updates - Flo Trujillo

Flo Trujillo, New Mexico Arts Council President, stated that the NWNMAC is very excited to be working with the Arts and Cultural District. The NWNMAC has been busy with social media, virtual spotlighting, and promoting small businesses Downtown. NWNMAC was happy to see the Festival of Trees Downtown and added the story walk to coincide with the Festival of Trees. The NWNMAC wants to make sure that all Downtown businesses know that they are there to support them with visits to their business, spotlights, and special event presence.

Ms. Trujillo stated that the NWNMAC would also like to continue with the Growers Market. A grant was received, in partnership with the Northwest New Mexico Growers Market Alliance, for the Downtown Growers Market in hopes to incorporate the Growers Market with the Downtown Artesian Market.

Ms. Trujillo stated that everyone is coming to the table for Downtown, including the Chamber of Commerce with the virtual Art Walks as well as highlighting the San Juan County Shop Local.

Ms. Trujillo stated that the NWNMAC has begun doing walking tours of the Art in the Alley.

Ms. Trujillo stated that she would like to thank the City of Farmington for all the support that they have given the NWNMAC.

Chair McNeill stated that he looking forward to the relationship of the MRA, NWNMAC and Downtown.

6. MRA Staff Updates - Warren Unsicker

Mr. Unsicker stated that Main Street is open to the public. The Totah Theater project is being finalized. Mr. Unsicker provided an update on Downtown

businesses: some business have relocated, some businesses have closed and new businesses have opened up Downtown; new businesses include Basin Printing, Whisky and Lace Hair Parlor, Bisti Bikes, Nizhoni Soaps, Sway Beauty, Train 2 Win Gym, Ironwood Gym, Locke Street Eats, Inspire Event Planning and Icon Salon. There are currently 17 available spaces in the Downtown corridor, varying in size and scope.

Sherry Roach, Main Street Complete Streets Project Manager, stated there are still ongoing renovations that property owners are doing for their tenants. There have been some reopening of stores since the pandemic; Southwestern Novelties, Fashion Boutique, and Bilasaana have all reopened.

Mr. Unsicker stated that an upward of 20 small business continuity grants were allocated to Downtown businesses. New Mexico Finance Authority funding is also available for Downtown businesses as well; the deadline to apply for funding is this Friday at noon.

Mr. Unsicker stated that in partnership with the Chamber of Commerce, the City of Farmington is promoting Shop Local Farmington San Juan County Facebook group, providing a great opportunity for local businesses to post their business listings to a region wide marketed Facebook group encouraging local shopping.

Commissioner McNally stated that she received a call from the contractors of Mission Senior Living which stated they are moving along with construction which is a great long term project for the MRA.

Mr. Unsicker stated that he has not been updated on the status of the project.

Planning Manager Escobar stated that she knows that dirt work has started on the Mission Senior Living project, but their building permit has not been picked up yet, which the contractor have said they will pick up at the beginning of the year.

7. Main Street Complete Streets Updates - Sherry Roach

Chair McNeill thanks Ms. Roach for all her efforts with the Downtown project and congratulated her on the completion of the project.

Sherry Roach, Main Street Complete Streets Project Manager, stated that things Downtown are being wrapped up. Substantial completion was met last Friday; the last block of Main Street was open from Locke to Auburn. The road is fully functional for vehicles and pedestrians. Detail work, such as laying the last of the bricks, electrical hookups and cleanup, is still being completed at this time. The east gateway signs will be erected this Thursday. AUI is finishing the close-out of this project and working on the scope of work that will be completed in spring. The City of Farmington Parks Department is working on getting trees planted. The financials of the project are still being processed with anticipation to break even on costs for the total project.

Ms. Roach stated there will be Facebook live grand opening of Downtown Friday, December 18, 2020, 10:00 a.m., in Orchard Park. Georgette Allen is the contact for the event.

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 members.

Staff – There was no business from staff.

9. Adjournment

A motion was made by Commissioner McNally and seconded by Vice Chair Tanis to adjourn. Roll call was taken and the motion was approved unanimously 5-0. The Metropolitan Redevelopment Agency Board of Board Members meeting was adjourned at 5:18 p.m.

John McNeill, Chair

Elizabeth Sandoval, Administrative Assistant