

Regular Meeting of the City Council, City of Farmington, New Mexico, held in the Council Chamber at City Hall at 6:00 p.m. on Tuesday, February 25, 2020. The open regular session was held in full conformity with the laws and ordinances and rules of the Municipality.

Upon roll call, the following were found to be present, constituting a quorum:

MAYOR	Nate Duckett
COUNCILORS	Linda G. Rodgers Sean E. Sharer Jeanine Bingham-Kelly Janis Jakino

constituting all members of said Governing Body.

Also present were:

CITY MANAGER	Rob Mayes
ASSISTANT CITY MANAGER	Julie Baird
CITY ATTORNEY	Jennifer Breakell
CITY CLERK	Dianne Smylie
DEPUTY CITY CLERK	Andrea Jones

The meeting was convened by the Mayor. Thereupon the following proceedings were duly had and taken:

INVOCATION: The invocation was offered by Pastor David Florez of The Journey Church.

Heights Middle School's National Junior Honor Society Sponsor Brianne Salazar-Haskill led the Pledge of Allegiance.

CONSENT AGENDA: The Mayor announced that those items on the agenda marked with an asterisk (\*) have been placed on the Consent Agenda and will be voted on without discussion by one motion. He stated that if any item did not meet with approval of all Councilors or if a citizen so requested, that item would be removed from the Consent Agenda and heard under Business from the Floor.

\*MINUTES: The minutes of the Regular Meeting of the City Council held February 11, 2020 and the minutes of the Regular Work Session of the City Council held February 18, 2020.

\*BID: The Chief Procurement Officer recommended that the bid for purchase of relay panels for Bluffview Substation (Electric) be awarded to McKinley Sales (Keystone) on its low bid after application of the in-state and Veterans preferences of \$324,469.05. Bids opened January 21, 2020 with two bidders participating.

\*ADOPTION OF RESOLUTION NO. 2020-1742 authorizing the City to submit an Alcohol Detoxification Grant Application to the Department of Finance and Administration, Local Government Division, to participate in the Local Detoxification Grant Program.

\*ADOPTION OF RESOLUTION NO. 2020-1743 approving the North Dustin Avenue Resurfacing Project (East Apache Street to East 20<sup>th</sup> Street) and requesting funds from the New Mexico Department of Transportation's 2020/2021 Local Government Road Fund (LGRF) for such project.

\*WARRANTS PAYABLE for the time period of February 9, 2020 through February 22, 2020, for current and prior years, in the amount of \$6,702,941.12.

There being no requests to remove any items, a motion was made by Councilor Sharer, seconded by Councilor Rodgers to approve the Consent Agenda, as presented, and upon voice vote the motion carried unanimously.

NATIONAL JUNIOR HONOR SOCIETIES ANNUAL SERVICE DAY

Heights Middle School's National Junior Honor Society ("NJHS") Sponsor Brianne Salazar-Haskill introduced NJHS members Conner Foucault, Tamarron Austin, Ashby Pandya and Lena Brown. They reported that their annual service day was held on February 21, 2020 at the Farmington Boys and Girls Club and included a blood drive, writing letters to service members, creating pieces of artwork and cleaning the facility as needed. They announced that they created approximately 60 pieces of artwork that will be displayed at downtown businesses as part of a silent auction and pointed out that the proceeds will benefit the participating businesses located in Phase I of the downtown Complete Streets project.

BID/PURCHASE OF WOODEN POLES FOR THE DOWNTOWN COMPLETE STREETS PROJECT

Chief Procurement Officer Kristi Benson reported that bids for the purchase of wooden poles for the Downtown Complete Streets project (Electric and Community Works) opened on February 24, 2020 with one bidder participating. She recommended that the bid be awarded to Border States Electric Supply as the sole bid of \$318,828.14 is deemed to be fair and reasonable and in the best interest of the City.

Following brief discussion, a motion was made by Councilor Sharer, seconded by Councilor Jakino to award the bid for purchase of wooden poles for the Downtown Complete Streets project to Border States Electrical Supply, as recommended by the Chief Procurement Officer, and upon voice vote the motion carried unanimously.

COUNCIL BUSINESS

Recognition of Retiring City Clerk Dianne Smylie

Mayor Duckett recognized City Clerk Dianne Smylie for her 20 years of service with the City of Farmington and her 28 years of service in local government. He presented her with a plaque in honor of her loyal and dedicated leadership. The Mayor and Council congratulated Ms. Smylie on her upcoming retirement and the presentation was concluded with a hearty round of applause.

San Juan Court Appointed Special Advocate (CASA) Program

Noting that the San Juan Court Appointed Special Advocate ("CASA") Program is part of Childhaven, Councilor Jakino announced that they are in need of volunteers and she introduced Program Director Amy O'Neill, Volunteer Coordinator Beckie Adams and Advocate Coach Kaibah Gorman. Following a brief video, Ms. O'Neill reported that a CASA volunteer is a trained community volunteer appointed by the Children's Court Judge to represent the best interests of a child in court and she stated that Judge Karen Townsend established the program in San Juan County ("SJC") in 1996. Ms. Adams provided statistical data for 2019 and emphasized that they are in need of more CASA volunteers to serve the children of SJC. Ms. Gorman reported that CASA volunteer training occurs once in the spring and once in the fall and she detailed the requirements of becoming a CASA volunteer. Concluding the presentation, various CASA volunteers provided brief case reviews and success stories.

CITY MANAGER BUSINESS

Financial Report for the Six Months Ending December 31, 2019

Utilizing a PowerPoint presentation, Administrative Services Director Teresa Emrich reported that revenues for the General Fund on December 31, 2019 were 2.0 percent above budget (favorable) with expenditures being 0.2 percent below (favorable) resulting in an ending cash balance of \$8.46 million. She also reviewed the various revenue sources, noting that gross receipts tax represented 77.72 percent of the entire budget which is 2.28 percent more than last year. Continuing with the presentation, she explained the major variances in the revenues for the last two fiscal years; reviewed the gross receipts tax trends for the past 10 years; and described the significant variances from last year in the General Fund expenditures. With regard to the Electric Utility fund, Ms. Emrich reported that revenues were 4.2 percent below (unfavorable) budget projections with expenditures being 19.8 percent below (favorable) resulting in an unrestricted cash balance of \$57.5 million. She reported that the Water Enterprise Fund ended the calendar year with revenues

being 10.2 percent above budget (favorable) and expenditures being 3.4 percent above (unfavorable) resulting in an ending unrestricted cash balance of \$15.98 million. With regard to the Wastewater Enterprise Fund, Ms. Emrich stated that revenues were 10.8 percent above (favorable) budget and expenditures were 25.2 percent above budget (unfavorable) resulting in an unrestricted cash balance of \$4.3 million. In closing, she reported that the Sanitation Enterprise Fund ended the calendar year with revenues being 14.7 percent above (favorable) and expenditures being 3.3 percent above (unfavorable) resulting in an ending cash balance of \$1 million.

RESOLUTION NO. 2020-1744 AUTHORIZING THE ESTABLISHMENT OF ONE SPECIAL REVENUE FUND IN ACCORDANCE WITH THE STATE AUDITOR RULE, APPROVING THE THIRD REVISION TO THE FISCAL YEAR 2020 BUDGET AND REQUESTING STATE APPROVAL

Administrative Services Director Teresa Emrich requested adoption of Resolution No. 2020-1744 establishing the Lake Farmington Fund and approving the third revision to the Fiscal Year 2020 budget.

Following brief discussion, a motion was made by Councilor , seconded by Councilor to pass and adopt Resolution No. 2020-1744, as presented. The roll was called with the following result:

Those voting aye:	Linda G. Rodgers Sean E. Sharer Jeanine Bingham-Kelly Janis Jakino
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Those voting nay:	None
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The presiding officer thereupon declared that four Councilors having voted in favor thereof, the said motion carried and Resolution No. 2020-1744 was duly passed and adopted.

Recognition of Retired Community Development Director and MPO Officer Mary Holton

City Manager Rob Mayes presented retired Community Development Director and Metropolitan Planning Organization (MPO) Officer Mary Holton with a plaque in honor of her 10 years of dedicated service to the City of Farmington. The Mayor and Council thanked Ms. Holton for her service and the presentation was concluded with a round of applause.

CLOSED MEETING

A motion was made by Councilor Sharer, seconded by Councilor Rodgers to close the meeting to discuss qualification-based proposals for professional engineering services for relay protection coordination and standardization, pursuant to Section 10-15-1H(6) NMSA 1978. The roll was called with the following result:

Those voting aye:	Linda G. Rodgers Sean E. Sharer Jeanine Bingham-Kelly Janis Jakino
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Those voting nay:	None
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The presiding officer thereupon declared that four Councilors having voted in favor thereof, the said motion carried.

The Mayor convened the closed meeting at 7:25 p.m. with all members of the Council being present.

Following the closed meeting, during which meeting the matter discussed was limited only to that specified in the motion for closure, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to open the meeting for further business, and upon voice vote the motion carried unanimously.

The open meeting was reconvened by the Mayor at 7:31 p.m. with all members of the Council being present.

REQUEST FOR QUALIFICATION-BASED PROPOSALS/PROFESSIONAL ENGINEERING SERVICES FOR RELAY PROTECTION COORDINATION AND STANDARDIZATION

Chief Procurement Officer Kristi Benson reported that qualification-based proposals for professional engineering services for relay protection coordination and standardization (Electric) opened on January 14, 2020 with eight offerors participating. She recommended that the contract be awarded to SynchroGrid as the top evaluated firm based on the pricing schedule for services.

Thereupon, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to award the qualification-based proposal for professional engineering services for relay protection coordination and standardization to SynchroGrid, as recommended by the Chief Procurement Officer, and upon voice vote the motion carried unanimously.

There being no further business to come before the Council, a motion was made by Councilor Sharer, seconded by Councilor Rodgers to adjourn the meeting at 7:33 p.m., and upon voice vote the motion carried unanimously.

The City Clerk certified that notice of the foregoing meeting was given by posting pursuant to Resolution No. 2013-1466, et seq.

Approved this 10<sup>th</sup> day of March, 2020.

Entered in the permanent record book this 11<sup>th</sup> day of March, 2020.



Nate Duckett, Mayor

SEAL

ATTEST:



Andrea Jones, City Clerk