

Regular Meeting of the City Council, City of Farmington, New Mexico, held virtually using Zoom at <https://us02web.zoom.us/j/88368173142> at 6:00 p.m. on Tuesday, May 12, 2020. The virtually 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	Andrea Jones

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

Councilor Rodgers led the Pledge of Allegiance.

MOMENT OF SILENCE

Mayor Duckett asked those in attendance of tonight's meeting to observe a moment of silence in reflection of the COVID-19 pandemic currently ravaging the nation.

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.

\*MINUTES: The minutes of the Regular Meeting of the City Council held April 28, 2020.

\*BID: The Contracts Administrator recommended that the bid for purchase of padmount switchgear (Electric) be awarded to Western United Electric Supply on its low bid of \$83,454 after application of five percent in-state preference. Bids opened April 21, 2020 with two bidders participating.

\*BID: The Contracts Administrator recommended that the bid for purchase of 15kV arc venting switchgear for Animas Substation (Electric) be awarded to Western United Electric Supply on its low bid of \$1,704,650.01 after application of five percent in-state preference, and that the bids received from C.E.D. and HBI Energy Associates be rejected for being non-responsive for not meeting specifications. Bids opened April 14, 2020 with five bidders participating.

\*BID: The Contracts Administrator recommended that the bid for purchase of transformers for Animas Substation (Electric) be awarded to McKinley Sales on its low bid of \$2,385,700 after application of five percent in-state preference, and that the bid received from Niagara Transformer Corporation be rejected for being non-responsive for not meeting specifications. Bids opened April 7, 2020 with four bidders participating.

\*GRANT AWARD NUMBER 2020-VD-BX-0266 between the City and the Office of Justice Programs for funding in the amount of \$84,970 from the Bureau of Justice Assistance (BJA) FY 20 Coronavirus

Emergency Supplemental Funding Program from January 20, 2020 to January 31, 2022.

\*MEMORANDUM OF AGREEMENT between the Cities of Aztec, Bloomfield and Farmington and San Juan County authorizing a joint application to the New Mexico Highway and Transportation Department, Traffic Safety Bureau, for funding of a comprehensive Community DWI (CDWI) Program for Fiscal Year 2020/2021 (funding amount of \$24,365).

\*CANCELLATION of the May 19, 2020 regular City Council Work Session.

\*RECOMMENDATION FROM THE COMMUNITY DEVELOPMENT DIVISION FOR APPROVAL OF PETITION NO. SUP 20-11 FROM James Knight of Navajo United Methodist Center requesting a Special Use Permit to operate a daycare center for up to 25 children at 1200 West Apache Street in the MF-L, Multi-Family Low Density, District, subject to the submission of the required State child care license and the daycare center being operated within 18 months from the date of approval. The special use permit will be terminated if the State child care license lapses or is revoked.

\*WARRANTS PAYABLE for the time period of April 26, 2020 through May 9, 2020, for current and prior years, in the amount of \$11,122,619.64.

There being no requests to remove any items, a motion was made by Councilor Sharer, seconded by Councilor Jakino to approve the Consent Agenda, 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.

#### CITY OF FARMINGTON UTILITY ASSISTANCE PROGRAM

Utilizing a PowerPoint presentation, Electric Utility Director Hank Adair reported that the proposed revisions to the City of Farmington Utility Assistance Program ("Program") are intended to allow for additional support to those in need due to the financial challenges facing our current economy. He stated that the Program is funded through Farmington Electric Utility System ("FEUS") disconnection warning tag revenues and he provided an overview of the current status of FEUS and the financial assistance options available to all FEUS customers. Mr. Adair announced that \$242,000 is available in Program funding for Fiscal Year 2020, noting that only \$43,000 has been utilized to-date and he reported that the revised Program provides an assistance limit not to exceed \$350 per month (increased from \$200) and \$1,500 per household per year (increased from \$1,000). He noted that ECHO, Inc. is the third party administrator of the Program and he stated that the distribution of funds would cease once the funding limits were reached.

Following brief discussion, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to approve the revised City of Farmington Utility Assistance Program, 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.

## COUNCIL BUSINESS

Appreciation of the Community

Mayor Duckett expressed his appreciation for the community and their willingness to give of themselves to help other community members in need.

Commendation of Mayor Duckett

Noting that she was proud of his contribution to the article recently published in the New York Times, Councilor Rodgers commended Mayor Duckett on his professionalism and leadership during this unprecedented time and she thanked him for his dedication to the community.

## CITY MANAGER BUSINESS

Fiscal Year 2021 Revenue Projections and Budget Impact Scenarios

Utilizing a PowerPoint presentation, City Manager Rob Mayes provided a brief background of the current economic climate and he discussed the possible factors, both positive and negative, that could affect the City's financial outlook in the upcoming fiscal year. He presented the financial interventions that have been implemented to-date and he reviewed the facility closures and programming suspensions that are currently in place. Mr. Mayes pointed out that predicting future revenue is considerably more difficult during the COVID-19 pandemic and he reported that staff is preparing four revenue/expenditure contingency plans that can be quickly interchanged based on actual revenue received in Fiscal Year 2021 ("FY21"). In regards to Level 1, he explained that this projection is highly optimistic with an annualized reduction of only 10 percent (\$5.9 million deficit) in revenue and he discussed the potential operating and capital budget reductions. Mr. Mayes stated that Level 2 is moderately optimistic with a projected annualized revenue reduction of 20 percent (\$11.9 million deficit) and provided the possible \$4.2 million in operating and capital budget reductions, noting that this scenario is most likely the model for the initial draft FY21 budget. He reported that Level 3 is a realistically possible scenario with a projected annualized revenue reduction of 25 percent (\$14.8 million deficit) and he pointed out that the potential operating and capital budget reductions will include indefinite facility closures. Lastly, Mr. Mayes presented the catastrophic scenario, Level 4, which has a projected annualized revenue reduction of 35 percent (\$20.8 million deficit) and he discussed the possible \$9.9 million in operating and capital budget reductions. He emphasized that it is essential not to overreact or underreact to the financial uncertainty and he explained that the FY21 budget will be subject to constant scrutiny and oversight with multiple adjustments throughout the year as actual revenue is received. Concluding the presentation, Mr. Mayes detailed the modified budget adoption process and answered various questions of the Council.

Mayor Duckett contended that the current economic climate is a "hurdle" to overcome rather than an "unclimbable wall" and he pointed out that community wants will most likely be set aside while community needs are carefully considered in any budgetary scenario.

## CLOSED MEETING

A motion was made by Councilor Rodgers, seconded by Councilor Sharer to close the meeting to discuss requests for proposals for group health insurance and annual financial audit services, 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 7:03 p.m. with all members of the Council being present.

Following the closed meeting, during which meeting the matters discussed were limited only to those specified in the motion for closure, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to open the meeting for further business. 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 open meeting was reconvened by the Mayor at 7:09 p.m. with all members of the Council being present.

#### REQUEST FOR PROPOSALS/GROUP HEALTH INSURANCE

Contracts Administrator Rosalyn Potter reported that proposals for group health insurance (Human Resources) opened on March 25, 2020 with five offerors participating. She recommended that the proposal be awarded to Blue Cross Blue Shield of New Mexico as the top evaluated firm based on the pricing schedule for services after application of five percent in-state preference, and to reject the proposal received from Delta Dental of New Mexico for being non-responsive for not providing the full scope of services.

Thereupon, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to award the proposal for group health insurance to Blue Cross Blue Shield of New Mexico and to reject the proposal received from Delta Dental of New Mexico, as recommended by the Contracts Administrator. 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.

#### REQUEST FOR PROPOSALS/ANNUAL FINANCIAL AUDIT SERVICES

Contracts Administrator Rosalyn Potter reported that proposals for annual financial audit services (Administrative Services) opened on May 5, 2020 with seven offerors participating. She recommended that the proposal be awarded to Pattillo, Brown and Hill, L.L.P. as the top evaluated firm and she noted that the award is contingent upon approval of the Office of the New Mexico State Auditor.

Thereupon, a motion was made by Councilor Jakino, seconded by Councilor Sharer to award the proposal for annual financial audit services to Pattillo, Brown and Hill, L.L.P., as recommended by the Contracts Administrator. 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.

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 7:13 p.m. 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 City Clerk certified that notice of the foregoing meeting was given by posting pursuant to Resolution No. 2013-1466, et seq.

Approved this 26<sup>th</sup> day of May, 2020.

Entered in the permanent record book this 27<sup>th</sup> day of May, 2020.

  
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 Nate Duckett, Mayor

SEAL

ATTEST:

  
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 Andrea Jones, City Clerk