

**CITY OF FARMINGTON
CITY COUNCIL WORK SESSION AGENDA
December 6, 2011 – 9:00 a.m.**

DEPARTMENT HEAD REPORTS

1. Employee of the Month Program awards (Employee Council President Annette Lobato)
2. Discussion of and direction to staff regarding proposed projects contained in the 408 Fund Capital Projects and Infrastructure Investment Plan and presentation on the current bond refinancing options (Rob Mayes and Paul Cassidy of RBC Capital Markets)
3. Bid for purchase of pole-mounted vacuum-switched capacitor banks (Kristi Benson)

Action Requested of Council:

Approve recommendation for award.

Background/Rationale:

Bids opened November 15, 2011 with four bidders participating.

Staff Recommendation:

Award the bid for purchase of pole-mounted vacuum-switched capacitor banks (Electric Utility) to Stuart C. Irby as the lowest and best bidder after application of five percent in-state preference (\$40,446).

Instructions Upon Approval:

Issue purchase order.

4. Bid for purchase of herbicides, insecticides, fungicides and miscellaneous chemical supplies (Kristi Benson)

Action Requested of Council:

Approve recommendation for award.

Background/Rationale:

Bids opened November 1, 2011 with ten bidders participating.

Staff Recommendation:

Award the bid for purchase of herbicides, insecticides, fungicides and miscellaneous chemical supplies (Parks, Recreation and Cultural Affairs) to the lowest and best bidder per line item after application of five percent

in-state preference (see below); cancel Line Items AL and AU since no bids were received; reject the bids received for Line Item AI from Golf Enviro Systems, John Deere Landscapes, Univar USA and Winfield Solutions for being non-responsive and not meeting specifications; cancel Line Item AI in its entirety; and reject the bids received for Line Items AJ and AT from Agrium Advanced Technologies for being non-responsive and not meeting specifications.

<u>Line Items</u>	<u>Awarded Bidders</u>	<u>Total Awarded Amount</u>
Z & AG	Adapco	\$ 4,571.80
A, B, AM, AN, AR, AS, AY, BA & BE	Agrium Advanced Technologies	\$ 6,201.00
C	Crop Production Services, Inc.	\$ 3,404.00
L, U, AA, AB, AT, AZ, BB & BF	Golf Enviro Systems	\$ 8,037.20
H, I, K, O, Q, R, AP & BD	Helena Chemical Co.	\$19,896.80
N, AE, AK, AW, BC & BG	John Deere Landscapes	\$ 9,918.76
J, P, T, AV & AX	Red River Specialties	\$ 5,676.86
D-G, M, S, V, W, Y, AC, AD, AF, AH, AJ & AO	Univar USA, Inc.	\$18,760.20
X & AQ	Winfield Solutions	\$ 2,741.20

Instructions Upon Approval:

Issue a purchase order to each awarded bidder.

5. Resolution No. 2011-1415 establishing a Regular Municipal Election for the City of Farmington to be held on Tuesday, March 6, 2012 (Dianne Fuhrman)

Action Requested of Council:

Adopt Resolution No. 2011-1415.

Background/Rationale:

State Election Code requires the Council to adopt a resolution authorizing regular municipal elections.

Budgetary Impact:

It will cost approximately \$16,000 to conduct the election.

6. Election worker compensation (Dianne Fuhrman)

Action Requested of Council:

Authorize a \$10 payment for mileage to election workers who attend the 2012 municipal election training and a \$15 payment to alternate workers who stand-by on Election Day. Furthermore, I am recommending that each election worker and alternate spend eight hours assisting the Clerk and Deputy Clerk with early voting in order to get accustomed with the new

procedures associated with voting convenience centers. I suggest that they be paid \$10 per hour (a total of \$1,680).

Background/Rationale:

Section 3-8-21D of the Municipal Election Code allows the governing body to authorize payment for mileage to election workers who attend the municipal election training and Section 3-8-19F allows the governing body to authorize compensation for alternate workers who stand-by on Election Day.

Precinct workers play an essential role in the election process and reimbursements entice workers to attend the election training and to ensure that alternates are available to work. A maximum cost of \$1,980 will be incurred if all three stipends are approved.

7. Adoption of a resolution accepting and approving a certain grant agreement between the City and the Aviation Division of the New Mexico State Highway and Transportation Department for replacement of the east and west terminal building roof at the Four Corners Regional Airport (Ben Trujillo)

Action Requested of Council:

Adopt the resolution accepting grant funding.

Background/Rationale:

The existing roof on the terminal building and airport annex is approximately 18 years old and has exceeded its serviceable life. Numerous water leaks have formed causing significant damage and with little or no existing insulation properties, there has been a history of poor energy efficiencies. The New Mexico Department of Transportation, Aviation Division, has agreed to pay 80 percent of the outlay for the roof replacement, including additional insulation for future energy savings, passenger comfort and lower operating costs.

Staff Recommendation:

Adopt the resolution as presented.

Instructions Upon Approval:

Ask the Mayor to sign the two original grant documents. Both original grant documents and the resolution should be returned to Airport Administration.

Budgetary Impact:

Total replacement cost of the terminal roof is estimated to be \$202,875. The City's share will be approximately 20 percent of the replacement cost (\$40,575). The City match was originally proposed to be paid from the 408 Fund. A viable alternative would be to pay for this within the current General Fund with no budget adjustment necessary.

8. Project Agreement No. 12-RF-01-035 between the City and the New Mexico Department of Transportation, Traffic Safety Bureau, for grant funding in the amount of \$7,940 for the “Selective Traffic Enforcement Program” (S.T.E.P.) through September 30, 2012 (Kyle Westall)

Action Requested of Council:

Approve.

9. Project Agreement No. 12-AL-K8-035 between the City and the New Mexico Department of Transportation, Traffic Safety Bureau, for grant funding in the amount of \$64,711 for “Operation DWI” through September 30, 2012 (Kyle Westall)

Action Requested of Council:

Approve.

10. Project Agreement No. 12-OP-RF-035 between the City and the New Mexico Department of Transportation, Traffic Safety Bureau, for grant funding in the amount of \$13,307 for “Operation Buckle Down” through September 30, 2012 (Kyle Westall)

Action Requested of Council:

Approve.

11. Project Agreement No. 12-OP-CIOT-035 between the City and the New Mexico Department of Transportation, Traffic Safety Bureau, for grant funding in the amount of \$4,923 for “Click it or Ticket” through June 3, 2012 (Kyle Westall)

Action Requested of Council:

Approve.

12. Project Agreement No. 12-AL-035F64-P01 between the City and the New Mexico Department of Transportation, Traffic Safety Bureau, for grant funding in the amount of \$136,500 for “Full Time Law Enforcement DWI Officers Program” through September 30, 2012 (Kyle Westall)

Action Requested of Council:

Approve.

13. Presentation and discussion of golf fee expenditure and revenue (rate) options (Rob Mayes, Jeff Bowman and Chris Jones)

Background/Rationale:

Upon presentation of golf fee recommendations from the Parks, Recreation and Cultural Affairs Commission, Council requested additional information on operating expenses, capital improvements and revenue options. Additionally, analysis was requested for consideration of a variety of

options that could include a change in policy where the two golf courses are no longer required to be self-supporting enterprises.

Action Requested of Council:

Discuss. If the Council concurs, action on the new rates and budgeting policy will be scheduled for the December 13, 2011 regular City Council meeting.

COUNCIL AND OTHER BUSINESS

14. Discussion on posting employee names, positions and salaries on the City's website (Councilor Fischer)
15. Discussion on the future of the proposed regional animal shelter (Councilor Fischer)
16. Request for consensus to direct staff to write a letter to the State Department of Transportation urging them to repair Highway 516 between Farmington and Aztec (Councilor Fischer)

CLOSED MEETING

17. To discuss acquisition of real property (Piñon Hills Boulevard extension).

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18. Approval of Land Exchange Agreement between the City and Jeff Thomas (Jay Burnham)

Action Requested of Council:

Approve the proposed Land Exchange Agreement.

Background/Rationale:

The proposed Agreement authorizes the exchange of 2.19 acres of City-owned property (located at 5601 East Main Street) for 5.33 acres of property owned by Jeff Thomas (located off of Largo Street).

Staff Recommendation:

Approve the Agreement.

Instructions Upon Approval:

Execute the Agreement. The Legal Department will arrange the closing dates.

Budgetary Impact:

Minimal.

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.