

CITY OF FARMINGTON
CITY COUNCIL WORK SESSION AGENDA
December 15, 2009 – 9:00 a.m.

DEPARTMENT HEAD REPORTS

1. Employee of the Month Program awards (Employee Council President Annette Lobato)
2. Presentation of the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the City's Fiscal Year 2008 Comprehensive Annual Financial Report and the GFOA Distinguished Budget Presentation Award for Fiscal Year 2009 (Andy Mason)
3. Piñon Hills Golf Course – delay of scheduled fee increase (Jeff Bowman)

Action Requested of Council:

Approve the recommendation from the Parks, Recreation and Cultural Affairs Commission to delay the already approved January, 2010 fee increase at Piñon Hills Golf Course until July, 2010.

Background/Rationale:

In 2009, a four-year plan was approved by the Council to institute incremental annual fee increases at Piñon Hills Golf Course to be implemented in January of each year in order to keep up with the higher costs of doing business. Rounds of golf have continued to drop nationally and locally during the current economic conditions. The Commission is concerned that this trend will intensify during the winter off season.

Staff Recommendation:

Staff concurs with the Parks, Recreation and Cultural Affairs Commission.

4. Bid for multi-term contract for uniforms (Kristi Benson)

Action Requested of Council:

Approve recommendation for award.

Background/Rationale:

Bids opened December 1, 2009 with eight bidders participating.

Staff Recommendation:

Award the bid for a multi-term contract for the purchase of uniforms (Administrative Services/Central Warehouse) to the lowest and best bidders per category after application of five percent in-state preference (Categories A, B and E – Arrow Uniform, \$14,760.90; and Categories C

and D – Promotional Designs, \$5,748.02); to reject the bids received from Safe and Security (Categories B and E) and from Durango Embroidery (Category D) for not being in the best interest of the City; and to reject the entire bids received from G & K Services and Unifirst Corp. for being non-responsive.

Instructions Upon Approval:

Issue purchase orders.

5. Economic Development Department Grant Agreement, Certified Communities Initiative (Margaret McDaniels)

Action Requested of Council:

Approve the Economic Development Department Grant Agreement.

Background/Rationale:

The San Juan Economic Development Service (SJEDS) Executive Committee applied for and was awarded a community grant through the Certified Communities Initiative (“CCI”) to conduct an industrial park site study. In conjunction with the cities of Aztec and Bloomfield and San Juan County, the City will utilize SJEDS to research and document the industrial park study. Grant amount to the City is \$4,000.

Staff Recommendation:

Approve the Economic Development Department Grant Agreement.

Instructions Upon Approval:

Authorize the City Manager to sign the Economic Development Department Grant Agreement.

6. Animal Shelter Intergovernmental Services Agreement (Bob Campbell)

Action Requested of Council:

Approve the Animal Shelter Intergovernmental Services Agreement.

Background/Rationale:

The previous animal shelter services agreement had incremental annual increases from a base dollar amount. The incremental increases did not represent San Juan County’s actual usage of the animal shelter. The new agreement requires the County to pay their proportionate share of actual total costs for usage of the animal shelter. The County has approved this contract change.

Staff Recommendation:

Approve the Animal Shelter Intergovernmental Services Agreement.

Instructions Upon Approval:

Authorize the Mayor to sign the Animal Shelter Intergovernmental Services Agreement.

7. Proposed ordinance providing for the annexation of 15.81 acres, more or less, located on Harper Hill, west of Boyle Road and north of Comanche Street, Petition No. ANX 09-02 (Mike Sullivan)

Action Requested of Council:

Authorize staff to publish the annexation ordinance in advance of final action to be taken at the Council's regular meeting on January 12, 2010.

Background/Rationale:

Review of city boundaries in advance of preparing the election resolution for the March 2010 municipal election, revealed that a small triangle of land, mapped as being within the city limits since 1967, was not described in annexation Ordinance No. 435 adopted in November, 1967. The mapping error has been carried forward on City maps for more than 40 years. We now wish to formally correct that error. In accordance with current law, we are proposing that the annexation include an adjacent portion of County Road 6100, which will be known as "Old Kirtland Highway." We will complete the necessary petition collection from land owners, secure written authorization from the Bureau of Land Management (1.95 acres of the territory is BLM land), and have action from the Board of County Commissioners, prior to final Council action on January 12, 2010.

Staff Recommendation:

Staff recommends that the annexation correction be approved by ordinance, following publication at least 15 days prior to Council's final action. Because the land has been treated as being within the corporate boundary of Farmington for many years, and because we are proposing the same R-A, Rural Agricultural zone, as has been mapped for years, we recommend an abbreviated, "housekeeping" process and skipping the customary public hearing at the Planning and Zoning Commission.

Instructions Upon Approval:

Proceed with publication of Notice of Proposed Ordinance with final action scheduled for January 12, 2010.

8. An ordinance amending certain sections of the Unified Development Code (Jay Burnham)

Action Requested of Council:

Grant permission to publish Notice of Proposed Ordinance.

Background/Rationale:

The Unified Development Code Implementation Committee has recommended amendments to the Unified Development Code ("UDC") that are described as the "June 2 and September 17, 2009, UDC Implementation Committee Recommended Changes." The changes address issues such as clarification of the Permitted Use Table for Religious Institutions; sanctuary space; single family and duplex dwellings and multi-section manufactured homes; corner lots; rear yards; surfacing and maintenance; maximum curb cut width; subdivision plat review; variances; appeal process; enforcement; and municipal inspector. These amendments would clarify and strengthen certain provisions of the UDC.

Staff Recommendation:

Grant permission to publish Notice of Proposed Ordinance.

Instructions Upon Approval:

Proceed with publication of Notice of Proposed Ordinance with final action scheduled for January 12, 2010.

COUNCIL AND OTHER BUSINESS

CLOSED MEETING

9. To discuss request for proposals for an Affordable Housing Strategic Plan.

DEPARTMENT HEAD REPORTS

10. Request for proposals for an Affordable Housing Strategic Plan (Kristi Benson)

Action Requested of Council:

Approve recommendation to award the contract to the top evaluated firm.

Background/Rationale:

Proposals for an Affordable Housing Strategic Plan (Community Development) were opened on November 18, 2009 with eight offerors participating.

Staff Recommendation:

The evaluation committee recommends that the contract be awarded to Sites Southwest based upon the pricing schedule for services.

Instructions Upon Approval:

Award contract.

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.