AGENDA

...for the Regular Meeting of the Farmington City Council to be held at 6:00 p.m.,
Tuesday, May 28, 2019 in the Council Chamber, City Hall, 800 Municipal Drive,
Farmington, New Mexico...

1. Roll Call and Convening the Meeting:

2. Invocation: Pastor Tammie Summers of Crossroads Community Church.

3. Pledge of Allegiance:

4. Acceptance of Consent Agenda: Those items on the agenda that are marked with
an asterisk (*) have been placed on the Consent Agenda and will be voted on
without discussion with one motion. If any item proposed does not meet with
approval of all Councilors or if a citizen so requests, that item will be heard under
Business from the Floor.

5. *Approval of Minutes for:

   (a) the Regular Meeting of the City Council held May 14, 2019; 
   (b) the Special Work Session of the City Council held May 7, 2019; 
       and
   (c) the Special Work Session of the City Council held May 13, 2019.

6. *Approval to Accept Grant Award Number G19SN001OA between the City and the
   Office of National Drug Control Policy for funding in the amount of
   $352,500 for the Region II High Intensity Drug Trafficking Area (HIDTA)

7. *Approval of Warrants up to and including May 25, 2019.

8. Recommendation from the Planning and Zoning Commission:

   Acceptance of Consent Agenda: The item marked with an asterisk (*) has been
   placed on the Planning and Zoning Commission Consent Agenda and will be
   voted on without discussion. If the item does not meet with approval of all
   Councilors or if a citizen so requests, the item will be removed from the Consent
   Agenda and heard in regular order.

   *(1) Adoption of the recommendation from the Planning and Zoning
   Commission as contained within the Community Development Department
   Action Summary to approve Petition No. ZC 19-33 from Tristan Hawkins
   requesting a zone change from the LNC, Local Neighborhood Commercial,
   District to the MU, Mixed-Use, District and to grant variances to allow a
   five-foot rear yard setback and to allow for one off-street parking space in
   the front yard area for property located at 401 North Auburn Avenue.

   The recommendation of the Planning and Zoning Commission passed by a
   vote of 8-0 on May 16, 2019. (Helen Landaverde)
9. Presentation and direction to staff concerning the proposed hours of operation, pricing and pass structure for the Aquatics Division. (Shaña Reeves and Mike Duke) -----------------------------------------------3

10. Presentation and direction to staff regarding the submission of a grant application to the U.S. Environmental Protection Agency for the Recreation Economy for Rural Communities planning assistance program. (Warren Unsicker)------4

11. New Business:

(a) Mayor

(1) Reappointments to the Planning and Zoning Commission.

(b) Councilors

(c) City Manager

(1) Resolution No. 2019-1714 -adopting an official final budget for the City of Farmington, New Mexico for Fiscal Year 2020 and requesting State approval. ----------5

(2) Presentation and direction to staff regarding strategic planning for the Community Transformation and Economic Diversification (CTED) Fund.

(3) Recognition of Cory Styron for his dedicated service to the City.

(d) City Attorney

(1) Resolution No. 2019-1715 -ratifying, confirming and establishing regular meeting days, times and places of the various commissions, boards, public bodies and the City Council of the City of Farmington in accordance with Resolution No. 2013-1466. ------------------------------------------6

(e) City Clerk

(1) Presentation regarding the Local Election Act; AND

Proposed Ordinance - Permission to Publish
-opting in to the election of the City’s municipal officers in the Regular Local Election pursuant to Section 1-22-3.1(B) NMSA 1978. (Final Action June 25, 2019) -----------------------------------------------7

12. Business from the Floor:

(1) Items removed from Consent Agenda for discussion.

(2) Any other Business from the Floor.

14. **Proposal:** Request from the Chief Procurement Officer to direct staff on how to proceed with the Farmington Comprehensive Plan 2040 (Administration). A request for qualifications opened on March 21, 2019 with six offerors participating. The evaluation committee concurred to short-list three of the offerors and invite them to submit a proposal. Proposals opened May 1, 2019 with all three offerors participating. On May 13, 2019, Halff Associates, Inc. submitted a withdrawal letter formally removing themselves from further consideration. Presentations from the remaining two offerors were held on May 21, 2019.

15. **Adjournment.**

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.
April 22, 2019

Mayor Nate Duckett
City of Farmington
800 Municipal Drive
Farmington, NM 87401-2663

Dear Mayor Duckett:

We are pleased to inform you that your request for funding from the High Intensity Drug Trafficking Areas (HIDTA) Program has been approved, and a grant (Grant Number G19SN0010A) has been awarded in the amount of $352,500.00. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the SWB - New Mexico HIDTA and approved by the Office of National Drug Control Policy (ONDCP).

The original Grant Agreement, including certain Special Conditions, is enclosed. By accepting this grant, you assume the administrative and financial responsibilities outlined in the enclosed Grant Conditions, including the timely submission of all financial and programmatic reports, the resolution of audit findings, and the maintenance of a minimum level of cash-on-hand. Should your organization not adhere to these terms and conditions, ONDCP may terminate the grant for cause or take other administrative action.

If you accept this award, please sign both the Grant Agreement and the Grant Conditions and return a copy to:

Finance Unit
National HIDTA Assistance Center
11200 NW 20th Street, Suite 100
Miami, FL 33172
(305) 715-7600
Or via email to your respective NHAC accountant.

Please keep the original copy of the Grant Agreement and Grant Conditions for your file. If you have any questions pertaining to this grant award, please contact Sherri Lucas at (202) 395-5506.

Sincerely,

Shannon Kelly
National HIDTA Director
<table>
<thead>
<tr>
<th><strong>Executive Office of the President</strong></th>
<th><strong>Grant Agreement</strong></th>
</tr>
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<tbody>
<tr>
<td><strong>Office of National Drug Control Policy</strong></td>
<td>4. Award Number (FAIN): G19SN0010A</td>
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<tr>
<td>1. Recipient Name and Address</td>
<td>5. Period of Performance: From 01/01/2019 to 12/31/2020</td>
</tr>
<tr>
<td>Nate Duckett</td>
<td></td>
</tr>
<tr>
<td>City of Farmington</td>
<td></td>
</tr>
<tr>
<td>800 Municipal Drive</td>
<td></td>
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<tr>
<td>Farmington, NM 87401-2663</td>
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<tr>
<td>2. Total Amount of the Federal Funds Obligated:</td>
<td>6. Federal Award Date: April 22, 2019</td>
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<td>$352,500</td>
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<td>2A. Budget Approved by the Federal Awarding Agency $352,500</td>
<td>7. Action: Initial</td>
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<tr>
<td>3. CFDA Name and Number: High Intensity Drug Trafficking Areas Program - 95.001</td>
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<tr>
<td>3A. Project Description</td>
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<td>High Intensity Drug Trafficking Areas (HIDTA) Program</td>
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<td>10. Amount of Federal Funds Obligated by this Action: $352,500.00</td>
<td>11. Total Amount of Federal Award: $352,500.00</td>
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<tr>
<td>12. This Grant is non-R&amp;D and approved subject to such conditions or limitations as are set forth on the attached pages.</td>
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<td>13. Statutory Authority for Grant: Public Law 116-6</td>
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<td><strong>AGENCY APPROVAL</strong></td>
<td><strong>RECIPIENT ACCEPTANCE</strong></td>
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<tr>
<td>14. Typed Name and Title of Approving Official Shannon Kelly</td>
<td>15. Typed Name and Title of Authorized Official Mayor Nate Duckett</td>
</tr>
<tr>
<td>National HIDTA Director</td>
<td>City of Farmington</td>
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<tr>
<td>Office of National Drug Control Policy</td>
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<tr>
<td>16. Signature of Approving ONDCP Official</td>
<td>17. Signature of Authorized Recipient/Date</td>
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<tr>
<td>Shannon Kelly</td>
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<td><strong>AGENCY USE ONLY</strong></td>
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GRANT CONDITIONS

A. General Terms and Conditions

1. This award is subject to The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200 (the “Part 200 Uniform Requirements”), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. Part 3603. For this award, the Part 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.

For more information on the Part 200 Uniform Requirements, see https://cfo.gov/cofar/. For specific, award-related questions, recipients should contact ONDCP promptly for clarification.

2. This award is subject to the following additional regulations and requirements:
   • 28 CFR Part 69 - “New Restrictions on Lobbying”
   • Conflict of Interest and Mandatory Disclosure Requirements, set out in paragraph 7 of these terms and conditions
   • Non-profit Certifications (when applicable)

3. Audits conducted pursuant to 2 CFR Part 200, Subpart F, “Audit Requirements” must be submitted no later than nine months after the close of the grantee’s audited fiscal year to the Federal Audit Clearinghouse at https://harvester.census.gov/facweb/.

4. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Federal Financial Report is required to be submitted quarterly and within 90 days after the grant is closed out.

5. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.

6. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the grantee, its fiscal agent(s), employees, contractors, as well as state, local, and Federal participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

These general terms and conditions, as well as archives of previous versions of the general terms and conditions, are available online at www.whitehouse.gov/ondcp/grants.

7. Conflict of Interest and Mandatory Disclosures

   A. Conflict of Interest Requirements
As a non-Federal entity, you must follow ONDCP's conflict of interest policies for Federal awards. Recipients must disclose in writing any potential conflict of interest to an ONDCP Program Officer; recipients that are pass-through entities must require disclosure from subrecipients or contractors. This disclosure must take place immediately whether you are an applicant or have an active ONDCP award.

The ONDCP conflict of interest policies apply to sub-awards as well as contracts, and are as follows:

i. As a non-Federal entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.

ii. None of your employees may participate in the selection, award, or administration of a subaward or contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a subaward or contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients or contractors or parties to subawards or contracts.

iii. If you have a parent, affiliate, or subsidiary organization that is not a state, local government, or Native American tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

B. Mandatory Disclosure Requirement

As a non-Federal entity, you must disclose, in a timely manner, in writing to ONDCP all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award that includes the term and condition outlined in 200 CFR Part 200, Appendix XII “Award Term and Condition for Recipient Integrity and Performance Matters,” are required to report certain civil, criminal, or administrative proceedings to System for Award Management (SAM). Failure to make required disclosures can result in remedies such as: temporary withholding of payments pending correction of the deficiency, disallowance of all or part of the costs associated with noncompliance, suspension, termination of award, debarment, or other legally available remedies outlined in 2 CFR 200.338 “Remedies for Noncompliance”.

8. Federal Funding Accountability and Transparency (FFATA) / Digital Accountability and Transparency Act (DATA Act). Each applicant is required to (i) Be registered in SAM before submitting its application; (ii) provide a valid DUNS number in its application; (iii) continue to maintain an active System for Award Management registration with current information at all times during which it has an active Federal award; and (iv) provide all relevant grantee information required for ONDCP to collect for reporting related to FFATA and DATA Act requirements.

9. Subawards are authorized under this grant award. Subawards must be monitored by the award recipient as outlined in 2 CFR 200.331.
10. Recipients must comply with the Government-wide Suspension and Debarment provision set forth at 2 CFR Part 180, dealing with all sub-awards and contracts issued under the grant.

11. As specified in the HIDTA Program Policy and Budget Guidance, recipient must:
   
   a) Establish and maintain effective internal controls over the Federal award that provides reasonable assurance that Federal award funds are managed in compliance with Federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
   
   b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
   
   c) Evaluate and monitor compliance with applicable statute and regulations, and the terms and conditions of the Federal award.
   
   d) Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
   
   e) Take reasonable measures to safeguard protected PII and other information ONDCP or the recipient designates consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

B. Recipient Integrity and Performance Matters

Reporting of Matters Related to Recipient Integrity and Performance

1. General Reporting Requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain and report current information to the SAM that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition (below). This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

   a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
   
   b. Reached its final disposition during the most recent 5 year period; and
   
   c. Is one of the following:
(1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition (below);

(2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of $5,000 or more;

(3) An administrative proceeding, as defined in paragraph 5 of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of $5,000 or more or reimbursement, restitution, or damages in excess of $100,000; or

(4) Any other criminal, civil, or administrative proceeding if:
   (i) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
   (ii) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
   (iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

3. Reporting Procedures
Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

4. Reporting Frequency
During any period of time when you are subject to the requirement in paragraph 1 of this award term and condition, you must report proceedings information through SAM for the most recent 5 year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than $10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

5. Definitions
For purposes of this award term and condition:
   a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and state level, but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
   b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
   c. Total value of currently active grants, cooperative agreements, and procurement contracts includes—
      (1) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
(2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

C. Program Specific Terms and Conditions

The following special conditions are incorporated into each award document.

1. This grant is awarded for above program. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP’s HIDTA Program Policy and Budget Guidance (PPBG).

2. This award is subject to the requirements in ONDCP’s HIDTA PPBG.

3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.

4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.

5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e., the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6 of the HIDTA Program Policy and Budget Guidance.

6. Property acquired with these HIDTA grant funds is to be used for activities of the SWB - New Mexico HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA’s Executive Board for use by other HIDTA participants.

7. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

D. Federal Award Performance Goals

1. All entities that receive funds from this award are responsible for achieving performance goals established in the HIDTA Performance Management Process (PMP) and approved by the HIDTA’s Executive Board and ONDCP.

2. All entities that receive funds from this award must report progress in achieving performance goals at least quarterly using the PMP.

See also Section A. 4 regarding Federal Financial Reports.

E. Payment Basis

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system (https://pms.psc.gov/).

2. The grantee, must utilize the object classes specified within the initial grant application each time they submit a disbursement request to ONDCP. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered using the corresponding object class designations. Payments will be made via Electronic Fund Transfer to the award recipient’s bank account. The bank must be Federal Deposit Insurance Corporation (FDIC) insured. The account must be interest bearing.
3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450), awardees and sub-awardees shall promptly, but at least annually, remit interest earned on advances to HHS/DPM using the remittance instructions provided below.

**Remittance Instructions** - Remittances must include pertinent information of the payee and nature of payment in the memo area (often referred to as “addenda records” by Financial Institutions) as that will assist in the timely posting of interest earned on Federal funds. Pertinent details include the Payee Account Number (PAN), reason for check (remittance of interest earned on advance payments), check number (if applicable), awardee name, award number, interest period covered, and contact name and number. The remittance must be submitted as follows:

Through an electronic medium using either Automated Clearing House (ACH) network or a Fedwire Funds Service payment.

(i) For ACH Returns:

Routing Number: 051036706  
Account number: 303000  
Bank Name and Location: Credit Gateway—ACH Receiver St. Paul, MN

(ii) For Fedwire Returns*:

Routing Number: 021030004  
Account number: 75010501  
Bank Name and Location: Federal Reserve Bank Treas NYC/Funds Transfer Division New York, NY  
(* Please note organization initiating payment is likely to incur a charge from your Financial Institution for this type of payment)

For recipients that do not have electronic remittance capability, please make check** payable to: “The Department of Health and Human Services.”

Mail Check to Treasury approved lockbox:  
HHS Program Support Center, P.O. Box 530231, Atlanta, GA 30353-0231  
(** Please allow 4-6 weeks for processing of a payment by check to be applied to the appropriate PMS account)

Any additional information/instructions may be found on the PMS Web site at [http://pms.psc.gov/](http://pms.psc.gov/).

4. The grantee or subgrantee may keep interest amounts up to $500 per year for administrative purposes.
RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

Nate Duckett
City of Farmington

Date: 5/11/19
## Initiative Cash by HIDTA

**FY 2019**  
Awarded Budget (as approved by ONDCP)

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<tr>
<th>HIDTA</th>
<th>Agency Name</th>
<th>Initiative</th>
<th>Cash</th>
<th>Type</th>
<th>Grant</th>
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<tbody>
<tr>
<td>SWB - New Mexico</td>
<td>City of Farmington</td>
<td>Region II HIDTA Narcotics Task Force</td>
<td>352,500.00</td>
<td>Investigation</td>
<td>G195N0010A</td>
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**Agency Total**: City of Farmington  
**Total**: 352,500.00

4/12/2019 7:50:50 PM
**Budget Detail**

**2019 - SWB - New Mexico**

Initiative - Region II HIDTA Narcotics Task Force  
Award Recipient - City of Farmington (G19SN0010A)

Resource Recipient - City of Bloomfield

*Indirect Cost: 0.0%*

**Awarded Budget (as approved by ONDCP)**

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<tr>
<th>Overtime</th>
<th>Quantity</th>
<th>Amount</th>
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# Budget Detail

**2019 - SWB - New Mexico**  
Initiative - Region II HIDTA Narcotics Task Force  
Award Recipient - City of Farmington (G19SN0010A)  
Resource Recipient - City of Farmington

*Indirect Cost: 0.0%*

**Awarded Budget (as approved by ONDCP)**  
$352,500.00

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<th>Personnel</th>
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<tbody>
<tr>
<td>Office</td>
<td></td>
<td>$10,200.00</td>
</tr>
<tr>
<td><strong>Total Supplies</strong></td>
<td></td>
<td><strong>$10,200.00</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Other</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE/PI/PS</td>
<td></td>
<td>$58,125.00</td>
</tr>
<tr>
<td><strong>Total Other</strong></td>
<td></td>
<td><strong>$58,125.00</strong></td>
</tr>
</tbody>
</table>

| Total Budget | | **$322,800.00** |
### Budget Detail

**2019 - SWB - New Mexico**

Initiative - Region II HIDTA Narcotics Task Force

Award Recipient - City of Farmington (G19SN0010A)

Resource Recipient - San Juan County

**Indirect Cost: 0.0%**

**Awarded Budget (as approved by ONDCP)** $352,500.00

<table>
<thead>
<tr>
<th>Overtime</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investigative - Law Enforcement Officer</td>
<td>3</td>
<td>$21,960.00</td>
</tr>
<tr>
<td><strong>Total Overtime</strong></td>
<td></td>
<td><strong>$21,960.00</strong></td>
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<tr>
<td><strong>Total Budget</strong></td>
<td></td>
<td><strong>$21,960.00</strong></td>
</tr>
</tbody>
</table>
April 29, 2019

Mayor Nate Duckett
City of Farmington
800 Municipal Drive
Farmington, NM 87401-2663

Dear Mayor Duckett:

The Office of National Drug Control Policy is awarding funds to the NM HIDTA Program to support various HIDTA Initiatives. Your fiduciary was awarded the funds as outlined in the attached grant award and modification to support the Strategy of the HIDTA program. This award was issued beginning January 1, 2019 and ends December 31, 2020. The State and Local NM HIDTA Initiatives are expected to begin spending these FY 2019 funds July 1, 2019 and should have expended all or most of the awarded funds by June 30, 2020. The enclosed grant award and SF-424 application should be completed and returned to the NM HIDTA Director’s Office as soon as possible as not to delay issuance of funds.

The FY 2019 HIDTA grant award is subject to the Office of Management and Budget (OMB) Uniform Guidance. Please ensure that this award is executed in accordance with changes mandated in this guidance, specifically if your agency is a pass-through entity with sub recipients.

Detailed information is provided in the cover letter from ONDCP and a request is made that you send the signed Award and Special Conditions to Miami. However, I am asking that you return this paperwork to our office; once received, our office will then forward this information. This is being done in order to ensure that the NM Director’s Office has the same documentation as the Miami Assistance Center. If you have any questions, please contact Sandra Avalos Russell, Finance Director at (575) 541-7503.

Sincerely,

Mark Payne
Regional Director

Attachments

MP:sar
### Application for Federal Assistance SF-424

<table>
<thead>
<tr>
<th>1. Type of Submission:</th>
<th>2. Type of Application:</th>
<th>If Revision, select appropriate letter(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preapplication</td>
<td>Application</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Continuation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Changed/Corrected Application</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Revision</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Date Received:</th>
<th>4. Applicant Identifier:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

5a. Federal Entity Identifier:  
5b. Federal Award Identifier:  

<table>
<thead>
<tr>
<th>State Use Only:</th>
</tr>
</thead>
</table>

6. Date Received by State:  
7. State Application Identifier:  

### 8. APPLICANT INFORMATION:

<table>
<thead>
<tr>
<th>a. Legal Name:</th>
<th>CITY OF FARMINGTON</th>
</tr>
</thead>
</table>

b. Employer/Taxpayer Identification Number (EIN/TIN):  
   1856000129A1  

Organizational DUNS:  
   0803763460000  

d. Address:

Street1:  
800 MUNICIPAL DRIVE  
Street2:  
City:  
FARMINGTON  
County/Parish:  
* State:  
NM: New Mexico  
Province:  
* Country:  
USA: UNITED STATES  
* Zip / Postal Code:  
87401-2663  

e. Organizational Unit:

Department Name:  
Division Name:  

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:  
Mr.  
First Name:  
NATE  
Middle Name:  
* Last Name:  
DOCKETT  
Suffix:  
Title:  
MAYOR  
Organizational Affiliation:  

* Telephone Number:  
Fax Number:  
* Email:  

- 1.14 -
Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:
City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:
ONDCP

11. Catalog of Federal Domestic Assistance Number:
95.001
CFDA Title:

* 12. Funding Opportunity Number:
HIDTA
* Title:

13. Competition Identification Number:
N/A
Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

* 15. Descriptive Title of Applicant's Project:
HIGH INTENSITY DRUG TRAFFICKING AREAS PROGRAM

Attach supporting documents as specified in agency instructions.

Add Attachments  Delete Attachments  View Attachments
Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant: NM-003
   * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
   * a. Start Date: 01/01/2019
   * b. End Date: 12/31/2020

18. Estimated Funding ($):
   * a. Federal: ____________________________
   * b. Applicant: ___________________________
   * c. State: ________________________________
   * d. Local: ________________________________
   * e. Other: ________________________________
   * f. Program income: _________________________
   * g. TOTAL: ________________________________

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   □ a. This application was made available to the State under the Executive Order 12372 Process for review on
   □ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   □ c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   □ Yes  □ No
   If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)
   □ I AGREE
   ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:
Prefix: Mr.  First Name: DAVE  Middle Name:
* Last Name: DOCKETT  Suffix:
* Title: MAYOR
* Telephone Number: ____________________________  Fax Number: ____________________________
* Email: ____________________________  * Date Signed: 5/11/19

* Signature of Authorized Representative: [Signature]

Legal Department
Approved as to form
By: [Signature]
Date: 5/7/19
CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

<table>
<thead>
<tr>
<th>*APPLICANT'S ORGANIZATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CITY OF FARMINGTON</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>*PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prefix: Mr.</td>
</tr>
<tr>
<td>Last Name: DOCKETT</td>
</tr>
<tr>
<td>*Title: MAYOR</td>
</tr>
</tbody>
</table>

| *SIGNATURE: | *DATE: 5/11/19 |

Legal Department
Approved as to form
By ellen wagner
Date 5/1/19

1.17
# BUDGET INFORMATION - Non-Construction Programs

## SECTION A - BUDGET SUMMARY

<table>
<thead>
<tr>
<th>Grant Program Function or Activity (a)</th>
<th>Catalog of Federal Domestic Assistance Number (b)</th>
<th>Estimated Unobligated Funds</th>
<th>New or Revised Budget</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>95.001</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. HIDTA</td>
<td></td>
<td>$352,500.00</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Totals</td>
<td></td>
<td>$352,500.00</td>
<td></td>
</tr>
</tbody>
</table>

OMB Number: 4040-0006  
Expiration Date: 01/31/2019  

Standard Form 424A (Rev. 7-97)  
Prescribed by OMB (Circular A-102) Page 1
### SECTION B - BUDGET CATEGORIES

#### 6. Object Class Categories

<table>
<thead>
<tr>
<th>GRANT PROGRAM, FUNCTION OR ACTIVITY</th>
<th>Total</th>
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<tbody>
<tr>
<td>(1)</td>
<td>(5)</td>
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<tr>
<td>HIDTA</td>
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<table>
<thead>
<tr>
<th>Category</th>
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<th>(3)</th>
<th>(4)</th>
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<td>a. Personnel</td>
<td>$217,255.00</td>
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<td>$217,255.00</td>
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<tr>
<td>b. Fringe Benefits</td>
<td>$47,700.00</td>
<td></td>
<td></td>
<td></td>
<td>$47,700.00</td>
</tr>
<tr>
<td>c. Travel</td>
<td>$8,000.00</td>
<td></td>
<td></td>
<td></td>
<td>$8,000.00</td>
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<tr>
<td>d. Equipment</td>
<td>$10,200.00</td>
<td></td>
<td></td>
<td></td>
<td>$10,200.00</td>
</tr>
<tr>
<td>e. Supplies</td>
<td>$11,220.00</td>
<td></td>
<td></td>
<td></td>
<td>$11,220.00</td>
</tr>
<tr>
<td>f. Contractual</td>
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<td>$58,125.00</td>
</tr>
<tr>
<td>i. Total Direct Charges (sum of 6a-6h)</td>
<td>$352,500.00</td>
<td></td>
<td></td>
<td></td>
<td>$352,500.00</td>
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<tr>
<td>j. Indirect Charges</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>k. TOTALS (sum of 6i and 6j)</td>
<td>$352,500.00</td>
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<td>$352,500.00</td>
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#### 7. Program income

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<tr>
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</thead>
</table>

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A-102) Page 1A
### SECTION C - NON-FEDERAL RESOURCES

<table>
<thead>
<tr>
<th>(a) Grant Program</th>
<th>(b) Applicant</th>
<th>(c) State</th>
<th>(d) Other Sources</th>
<th>(e) TOTALS</th>
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</thead>
<tbody>
<tr>
<td>8. HIDTA</td>
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</tr>
<tr>
<td>9.</td>
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</tr>
<tr>
<td>10.</td>
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</tr>
<tr>
<td>11.</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>12. TOTAL (sum of lines 8-11)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
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### SECTION D - FORECASTED CASH NEEDS

<table>
<thead>
<tr>
<th>Total for 1st Year</th>
<th>1st Quarter</th>
<th>2nd Quarter</th>
<th>3rd Quarter</th>
<th>4th Quarter</th>
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<tbody>
<tr>
<td>13. Federal</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>14. Non-Federal</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>15. TOTAL (sum of lines 13 and 14)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
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</table>

### SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

<table>
<thead>
<tr>
<th>(a) Grant Program</th>
<th>FUTURE FUNDING PERIODS (YEARS)</th>
<th>(b) First</th>
<th>(c) Second</th>
<th>(d) Third</th>
<th>(e) Fourth</th>
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</thead>
<tbody>
<tr>
<td>16. HIDTA</td>
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<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>17.</td>
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<tr>
<td>18.</td>
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<tr>
<td>19.</td>
<td></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>20. TOTAL (sum of lines 16 - 19)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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</table>

### SECTION F - OTHER BUDGET INFORMATION

<table>
<thead>
<tr>
<th>21. Direct Charges:</th>
<th>22. Indirect Charges:</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>23. Remarks:</th>
</tr>
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</table>
ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM’s Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. §7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.
**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

1. **Type of Federal Action:**
   - [ ] a. contract
   - [x] b. grant
   - [ ] c. cooperative agreement
   - [ ] d. loan
   - [ ] e. loan guarantee
   - [ ] f. loan insurance

2. **Status of Federal Action:**
   - [ ] a. bid/offer/application
   - [x] b. initial award
   - [ ] c. post-award

3. **Report Type:**
   - [x] a. initial filing
   - [ ] b. material change

4. **Name and Address of Reporting Entity:**
   - [x] Prime
   - [ ] Subawardee
   - **Name:** City of Farmington
   - **Street 1:** 800 Municipal Drive
   - **City:** Farmington
   - **State:** New Mexico
   - **Zip:** 87401

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. **Federal Department/Agency:**
   - [ ] ONDCP

7. **Federal Program Name/Description:**
   - [ ] CFFA Number, if applicable:

8. **Federal Action Number, if known:**
   - [ ]

9. **Award Amount, if known:**
   - [ ]

10. **a. Name and Address of Lobbying Registrant:**
    - [ ] Prefix
    - [x] * First Name
    - [ ] Middle Name
    - [ ] Last Name
    - [ ] Street 1
    - [ ] Street 2
    - [ ] City
    - [ ] State
    - [ ] Zip

11. **b. Individual Performing Services** (including address if different from No. 10a)
    - [ ] Prefix
    - [ ] * First Name
    - [ ] Middle Name
    - [ ] Last Name
    - [ ] Street 1
    - [ ] Street 2
    - [ ] City
    - [ ] State
    - [ ] Zip

12. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

   **Signature:** [Signature]

   **Name:** Mr. Nate Duckett
   - [ ] Prefix
   - [ ] * First Name
   - [ ] Middle Name
   - [ ] Last Name
   - [ ] Suffix

   **Title:** Mayor
   - [ ] Telephone No.: [ ]
   - [ ] Date: [Complted on submission to Grants.gov]

**Legal Department**
**Approved as to form**
**By [Signature]**
**Date [5-15-19]**
* Adoption of the Planning and Zoning Commission Action as contained within the Community Development Action Summary and approval of Petition ZC 19-33, a request from Tristan Hawkins for a zone change from LNC, Local Neighborhood Commercial, to MU, Mixed Use, and for variances (1) to the rear yard setback from the required 15 feet to 5 feet, and (2) to allow for one off-street parking space in the front yard area for property located at 401 N. Auburn Avenue. (Helen Landaverde)

Recommendation of approval by the Planning and Zoning Commission on May 16, 2019 which passed by a vote of 8-0.
ACTION SUMMARY
Petition ZC 19-33 – Zone Change from the LNC, Local Neighborhood Commercial District to the MU, Mixed Use District and variances to the rear yard setback and to allow for one off-street parking space in the front yard area for property located at 401 N Auburn Avenue

A. PROJECT INFORMATION

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Tristan Hawkins</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representative</td>
<td>Tristan Hawkins</td>
</tr>
<tr>
<td>Date of Application</td>
<td>April 18, 2019</td>
</tr>
<tr>
<td>Requested Action</td>
<td>Zone change from the LNC, Local Neighborhood Commercial District to the MU, Mixed Use Residential District, and variances (1) to the rear yard setback from the required 15 feet to a 5-foot setback, and (2) to allow for one off-street parking space in the front yard area.</td>
</tr>
<tr>
<td>Location</td>
<td>401 N. Auburn Avenue (R0022520)</td>
</tr>
<tr>
<td>Existing Land Use</td>
<td>Residence</td>
</tr>
<tr>
<td>Existing Zoning</td>
<td>LNC, Local Neighborhood Commercial District</td>
</tr>
<tr>
<td>Surrounding Zoning &amp; Land Use</td>
<td><strong>North:</strong> LNC, Local Neighborhood Commercial/Commercial <strong>South:</strong> LNC, Local Neighborhood Commercial/Commercial <strong>East:</strong> MU/RPO, Mixed Use with a Residential Preservation Overlay/Residential and Commercial <strong>West:</strong> MF-H, Multifamily Low High/Residential</td>
</tr>
<tr>
<td>Notice</td>
<td>Publication of Notice for public hearings of the Planning and Zoning Commission appeared in the Daily Times on Sunday, April 28, 2019. Property owners within 100 feet were sent notice by certified mail on Wednesday, April 24, 2019 and a sign was posted on Friday, May 3, 2019.</td>
</tr>
<tr>
<td>Staff Planner</td>
<td>Helen Landaverde, Associate Planner</td>
</tr>
</tbody>
</table>

Project Description
The applicant Tristan Hawkins is requesting a zone change from the LNC, Local Neighborhood Commercial District to the MU, Mixed Use District, and variances (1) to the rear yard setback from the required 15 feet to 5 feet, (2) to allow for one off-street parking space in the front yard area, and (3) to allow for an additional curb cut of 32 feet to access a proposed driveway with four parking spaces and two proposed, attached one-car garages for property located at 401 N. Auburn Avenue and in the Civic Center Neighborhood in the Metropolitan Redevelopment Area Plan (MRA).
San Juan County Tax Assessor's records show that the size of the property is 0.130 acres (8,291.80 ft.²). The property was annexed into the City in 1901 and is considered to be a lot of record. There is a residential structure consisting of three (3) rooms with separate entrances, and an additional storage room on the subject property. Multifamily dwellings are not an allowed use in LNC, the current district at this location, but they are allowed in MU, the proposed zoning district.

The properties in the general area are also in the Civic Center Neighborhood in the MRA Plan (see Figure 3).

Proposal
The applicant would like to redevelop the subject property. He would like to have residential and commercial uses on the property. He is proposing to build three (3) residential units with three (3) attached garages; two (2) garages will face W. Ross Street and one (1) garage will face N. Auburn Avenue. Garage dimensions are proposed to be approximately 13 by 22 feet.

He is also requesting a variance to reduce the rear yard setback from 15 feet to 5 feet. Additionally, he is requesting a variance to allow for one off-street parking space in the front yard area. Moreover, he is requesting a variance for an additional curb cut of 32 feet to gain access to a proposed side yard driveway with four (4) parking spaces and the two (2) garages facing W. Ross Street.

A zone change to MU would allow household living and commercial uses on the property. In the MU District, the maximum allowed units on the subject property would be three (3) (8,291.80 ft.² / 2,500 ft.²). The property owner would have to provide sufficient parking for residential uses (see Table 1) and commercial uses; parking requirements for commercial uses will vary depending on the proposed use (UDC 5.2.3A). The applicant has expressed his interest for residential use mainly, with commercial use only if future tenants are able to comply with UDC regulations.

The applicant stated that the proposed three (3) residential units will consist of the following:

- Two (2) units – two (2) bedrooms;
- One (1) unit – three (3) bedrooms.

The total required off-street parking for the proposed residential use is five (5) spaces. The applicant is proposing to have three (3) attached one-car garages (13' by 22') on the property, four (4) additional off-street parking spaces on a proposed 26' by 44' driveway on West Ross Street, and one (1) off-street parking space on an existing driveway on N. Auburn Avenue that he plans to modify. The driveway would be approximately 40 feet wide and 38 feet long, but irregular in shape (see Proposal). It is not intended for extra parking, but to allow for a vehicle to back up, turn around and have safe front access to N. Auburn Avenue. The driveway would keep the existing 16-foot curb cut.
Table 1. UDC 5.2.3.A - Minimum off-street parking

<table>
<thead>
<tr>
<th>Use Classification</th>
<th>Minimum Number of Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-family dwellings</td>
<td>2.0 per dwelling unit</td>
</tr>
<tr>
<td>Multifamily dwellings</td>
<td>1.5 per dwelling unit</td>
</tr>
<tr>
<td>Efficiency &amp; one-bedroom</td>
<td>1.75 per dwelling unit</td>
</tr>
<tr>
<td>2-bedroom</td>
<td>2.0 per dwelling unit</td>
</tr>
<tr>
<td>3-bedroom</td>
<td></td>
</tr>
</tbody>
</table>

Figure 1. City of Farmington Zoning Map

Consistency with the Farmington Comprehensive Plan and MRA Plan
The 2020 Future Land Use Plan recommends office professional for the subject property (see Figure 2). However, the Metropolitan Redevelopment Area (MRA) Plan recommends mixed use, "Mainly single-family residential, some light office and multi-family" for the subject property (see Figure 3).

**Figure 2. 2020 Future Land Use Plan**

**Figure 3. MRA Proposed Future Land Use**

Although the proposed zone change does not support the 2020 Future Land Use Plan, it does promote the following goals and objectives of the Comprehensive Plan:

1 Metropolitan Redevelopment Area Plan City of Farmington (2019: B-39).
Land Use and Development\textsuperscript{2} 

"Objective 4.1: Assure the provision of a variety of different land use types in suitable locations, densities, and patterns while avoiding mixing of incompatible uses in close proximity to each other."

While the zoning districts of the subject and adjacent properties are different, the proposed mixed use (residential and commercial) is compatible with the uses in the adjacent areas (multifamily residential, and commercial).

"Objective 4.1.3: Create new or amend existing zoning districts to allow smaller lots for starter homes, senior living, and cluster homes."

Housing\textsuperscript{3} 

Goal: Promote quality, affordable, and safe housing that meets the needs of the community and assure implementation of sound standards for orderly development and growth.

"Action 7.1: Provide for a variety of housing options, including...mixed use development to accommodate housing needs for all residents in Farmington..."

"Action 7.1.1: Revise existing zoning districts to allow for smaller lots, yards, and setback requirements to encourage new and diverse housing options."

"Objective 7.4: Support the rehabilitation and restoration of residential areas in the City."

Variance Requests

Pursuant to UDC 3.11.4(A) Mixed Use District Standards: All parking shall be located in the rear yard, or interior of the property, and accessed from an alley where such alley access is available.

Because the applicant would like to redevelop the property and maintain a similar layout to the existing structure/development, he is proposing to preserve the existing off-street parking driveway in the front yard. For this reason, the applicant is requesting a variance to allow for one (1) existing off-street parking in the front yard area as shown on the Proposal.

The applicant is requesting a variance to reduce the rear yard setback from 15 feet to five (5) feet. Currently, the existing structure's rear yard setback is approximately 12 feet and does not meet the required rear yard setback in the MU District.

\textsuperscript{2} Farmington Comprehensive Plan (2002). \textit{Chapter 4 Land Use and Development}, pp. 4-11.
\textsuperscript{3} Farmington Comprehensive Plan (2002). \textit{Chapter 7 Housing}, pp. 7-11, 12.
The required setbacks in the MU District are as follows:

- Front: 10'
- Side: 5'
- Street Side: 10'
- Rear: 15'

Pursuant to UDC 5.3.3(C)(1), curb cuts shall conform to the following maximum width requirements:
  a. Curb cuts accessing one-car garages, carports or paved driveway: 12 feet.
  d. The maximum curb cut for any residential property shall not exceed 32 feet.

In order to meet the total required off-street parking of five (5) spaces for the proposed residential use, the applicant is requesting a variance for a 32-foot curb cut on West Ross Street. This would allow for access to a proposed 26- by 44-foot driveway with four (4) parking spaces and two (2) attached one-car garages. The applicant has an existing curb cut of approximately 16 feet on N. Auburn Ave that he wishes to maintain as part of his proposed redevelopment. The existing curb cut would allow for two (2) off-street parking spaces: one (1) in a driveway and one (1) in an attached one-car garage. The total width of the proposed and existing curb cuts would be 48 feet.

**On-street parking**
The subject property’s curb of 79 feet on W. Ross Street currently allows for three on-street parking spaces, given the 20-foot sight triangle at the intersection with N. Auburn Avenue. No vehicles can park by the subject property on N. Auburn Avenue because of traffic flow. The subject property has the shortest curb for on-street parking compared to the adjacent properties. The adjacent residential properties also have off-street parking accessible from an alley, and the adjacent commercial properties have parking lots.

**The MRA Plan and Setbacks**
The MRA Plan recommends the following concerning Urban Fabric and setbacks:

> “Farmington should consider relaxing these guidelines within the MRA to promote dense, pedestrian-friendly development...”

*The City must determine the appropriate minimum setback (if any) and how to apply that setback based on the immediate local context. It may choose to create an overlay zone within the MRA that eliminates minimum setbacks, modify the setbacks in the UDC citywide, or apply new standards on a block-by-block basis to align with existing building facades. These standards should take into account the potential for landscaping, al fresco dining, and other uses that might take place between the building facade and the edge of the property.”*

---

4 Metropolitan Redevelopment Area Plan City of Farmington (2019: B-33).
Mixed Use (UDC Sec. 3.11.1)
The mixed use (MU) district is intended to accommodate low-intensity mixed-uses with a strong residential character. The MU district provides specific standards for the development of limited business, office, or service uses in existing residential structures, or in new structures within residential areas. The MU district is intended to implement the planning policies of the comprehensive plan's "Mixed Use" land use designation, in the Animas Neighborhood (South of Broadway) and the Civic Center Neighborhood (north and west of the Civic Center).

STAFF ANALYSIS

A. Is the proposed zoning and land use(s) compatible with the present zoning and conforming uses of nearby property and the character of the neighborhood?

The proposed zoning, MU, Mixed Use District, is compatible with the present zoning of the area. The existing land uses of the adjacent properties are LNC and MF-H. Half a block from the subject property, there is a large area of 65 acres zoned as MU, Mixed Use District.

The subject property is in the Civic Center Neighborhood of the Comprehensive Plan and the MRA Plan. The Comprehensive Plan and the MRA Plan encourage mixed use developments and the preservation of neighborhoods including residential appearance.

B. Will there be adverse impacts; and/or can any adverse impacts be adequately mitigated?

The subject property has already been developed. The applicant is proposing to redevelop the subject property and is proposing to reduce the rear yard setback from 15 feet to five (5) feet to maximize the use of the property.

The MRA plan (2019) recommends the creation of an overlay zone within the MRA that eliminates minimum setbacks, modify the setbacks in the UDC citywide, or apply new standards on a block-by-block basis to align with existing building facades.

There should be no adverse impacts; however, the applicant is required to mitigate adverse impacts.

C. Is the proposed density and intensity of use permitted in the proposed zoning district?

Yes, the zone change request is MU, Mixed Use. The applicant is proposing to redevelop the subject property and have three (3) units to be used for
household living and/or offices. Household living and offices are permitted in the MU District.

Also, the requested variances to (1) the rear yard setback, and (2) to allow for one off-street parking space in the front yard area support and promote the MRA's vision concerning Urban Fabric.

Any future demolition and redevelopment will need to meet established requirements of the zone district and off-street parking regulations, as well as fire and building codes.

D. Are adequate public facilities and services available to serve development for the type and scope suggested by the proposed zone? If utilities are not available, could they be reasonably extended by the applicant? Is the applicant willing to pay for the extension of public facilities and services necessary to serve the proposed development?

The subject property has already been developed. Public facilities have been provided. Any future demolition and redevelopment will need to meet established requirements of the district, as well as fire and building codes.

E. Does the proposed change constitute "spot zoning" as defined in Article 11, definitions?

Article 11 defines “spot zoning” as “where a particular tract within a larger area is specifically zoned so as to impose upon it restrictions not imposed upon the surrounding lands, or grant to it special privileges not granted generally, not done in pursuance of the Comprehensive Plan.”

The proposed zone change and variance requests for the subject property are consistent with several goals and objectives of the Comprehensive Plan and the MRA Plan (Land Use and Development, Housing chapters). While the zoning districts of the subject and adjacent properties are different, the proposed mixed use (residential and commercial) is compatible with the uses in the adjacent areas (multifamily residential, and commercial). Moreover, the existing land use of the general area east of the subject property is mixed use. The requested zone change and variance requests will not be detrimental to the surrounding neighborhood and will not be a spot zone.

STAFF CONCLUSION
Staff concludes that approval of ZC 19-33 to MU, Mixed Use District and variance requests to (1) the rear yard setback, and (2) to allow for one off-street parking area in the front yard area is appropriate. The subject property is in the Civic Center Neighborhood of the Comprehensive Plan and the Metropolitan Redevelopment Area...
(MRA) Plan. Both plans strongly encourage mixed uses for this area. The current land use for the area half a block away is mixed use.

The intent for off-street parking in the rear yard and/or side yard setback is for the safety of pedestrians and to minimize visual and noise impacts. It is recommended that the applicant have screening devices in the front yard area (N. Auburn Avenue) to minimize the visual and adverse impacts of the proposed off-street parking, such as low landscaping to meet sight triangle standards (UDC 5.3.6.A) between the off-street parking and public right-of-way.

**STAFF RECOMMENDATION**

The Community Development Department recommends **approval** of Petition ZC 19-33, a request from Tristan Hawkins for a zone change from the LNC, Local Neighborhood Commercial District to the MU, Mixed Use District and variances (1) to the rear yard setback and (2) to allow for one off-street parking area in the front yard area for property located at 401 N. Auburn Avenue, in the Civic Center Neighborhood and in the Metropolitan Redevelopment Area (MRA) with the following condition(s) as recommended by the MRA Plan regarding off-street front parking:

- Plant trees and shrubs to soften the overall impact of parking areas in order to provide shade and reduce noise (MRA plan).

**B. FINDINGS OF THE PLANNING AND ZONING COMMISSION**

On May 16, 2019, the Planning and Zoning commission held a public meeting for ZC 19-33 and made the following findings:

1. The petitioner is Tristan Hawkins (property owner).

2. The subject property is located at 401 N. Auburn Avenue, in the LNC, Local Neighborhood Commercial District.

3. San Juan County Tax Assessor’s records show that the size of the subject property is 0.130 acres. The property is developed, and public facilities and services are provided.

4. The petitioner is requesting a zone change from the LNC, Local Neighborhood Commercial District to the MU, Mixed Use District, and variances (1) to the rear yard setback and (2) to allow for one off-street parking space in the front yard area.

5. The Comprehensive Plan recommends office professional for the subject property. However, the Metropolitan Redevelopment Area (MRA) Plan recommends mixed use, mainly single-family residential, some light office and multi-family for the subject property.

7. The surrounding land uses (multifamily residential and commercial) are compatible with the proposed land use (multifamily residential).

8. The MRA Plan recommends that Farmington should consider relaxing setback guidelines within the MRA to promote dense, pedestrian-friendly development.

9. The existing off-street parking in the front yard area is allowed given the proposed expansion of the driveway to avoid backing up onto N. Auburn Avenue.

10. The need for a variance to an additional curb cut is not needed if it is less than 35 feet wide in a nonresidential district.

11. The petitioner, Tristan Hawkins, was at the hearing and spoke in favor of the petition.

12. One member from the neighborhood (notified/affected parties) or community (unnotified/interested parties) attended this hearing and expressed concern about increased traffic on N. Auburn Avenue and external vehicles occupying parking spaces for his business customers.

Planning & Zoning Commission Discussion of Petition ZC 19-33 on May 16, 2019

Associate Planner Francisco Alvarado presented the staff report for ZC 19-33, a request from Tristan Hawkins for a zone change from LNC, Local Neighborhood Commercial, to MU, Mixed Use, and for variances (1) to the rear yard setback from the required 15 feet to 5 feet, (2) to allow for one off-street parking space in the front yard area, and (3) to allow for an additional curb cut of 32 feet to access a proposed driveway with four parking spaces and two proposed, attached one-car garages for property located at 401 N. Auburn Avenue. Staff determined item three (3) is not needed for this petition.

This property is located in the Civic Center neighborhood of the MRA, Metropolitan Redevelopment Area. San Juan County Tax Assessor’s records show that the size of the property is 0.13 acres. The property was annexed into the City in 1901 and is considered to be a lot of record. There is a residential structure consisting of three rooms with separate entrances, and an additional storage room on the subject property. Multifamily dwellings are not an allowed use in LNC, the current district at this location, but they are allowed in MU, the proposed zoning district.

The applicant would like to redevelop the subject property. He is proposing to build three residential units with three attached garages. Two garages will face Ross Street and one garage will face Auburn Avenue. Garage dimensions are proposed to be approximately 13 x 22 feet.
Mr. Hawkins is also requesting a variance to reduce the rear yard setback from 15 feet to 5 feet. Additionally, he is requesting a variance to allow for one off-street parking space in the front yard area. Initially, staff considered the need for a variance for an additional curb cut of 32 feet on Ross Street, but upon further review, since the existing and proposed districts are nonresidential, the variance is not necessary if the proposed curb cut is less than 35 feet.

A zone change to MU would allow household living and commercial uses on the property. In the MU District, the maximum allowed units would be three for this property. The property owner would have to provide sufficient parking for residential uses and commercial uses. The parking requirements will vary depending on the proposed use. The applicant has expressed his interest for mainly residential use, with commercial use only if future tenants are able to comply with UDC regulations.

The petitioner is proposing 2 two-bedroom units that will require (a total of) 3 parking spaces, and one 3-bedroom unit that will require 2 parking spaces. The total required off-street parking for the proposed residential use is five spaces. In the MU District, all parking shall be located in the rear yard or interior of the property, and accessed from an alley where such alley access is available pursuant to UDC, Unified Development Code, Section 3.11.4(A).

Because the applicant would like to redevelop the property and maintain a similar layout to the existing structure or development, he is proposing to preserve the existing off-street parking driveway in the front yard. For this reason, the applicant is requesting a variance to allow for one existing off-street parking in the front yard.

The applicant is requesting a variance to reduce the rear yard setback from 15 feet to 5 feet. Currently, the existing structure’s rear yard setback is approximately 12 feet and does not meet the required rear yard setback in the MU District.

The 2020 Future Land Use Plan recommends OP, Office Professional for this property. However, the MRA Plan recommends MU. MU is located within 0.5 blocks from this property.

The MRA Plan recommends a variety of uses that include Single Family, Multifamily, and light office uses. The MRA Plan concerning urban fabric and setbacks recommends relaxing the guidelines within the MRA to promote dense, pedestrian-friendly development, and says the City must determine the appropriate minimum setback and how to apply that setback based on the immediate local context. The City may choose to create an overlay zone within the MRA that eliminates minimum setbacks.

Staff recommends approval of Petition ZC 19-33, a request from Tristan Hawkins for (1) a zone change from the LNC, Local Neighborhood Commercial District to the MU,
Mixed Use District and (2) variances to the rear yard setback from 15 feet to 5 feet, and (3) to allow for one off-street parking area in the front yard area.

Commissioner Freeman asked what the zoning was from Main Street to Apache Street on Auburn. Cindy Lopez said there is mostly LNC on Auburn with MU around the Civic Center area. There is also some single family and multifamily in the area. Some areas are legal nonconforming. Ms. Lopez said this is not a spot zoning issue as there is multifamily on the west side. The petitioner is proposing to use the property primarily as multifamily, and is replacing what is currently existing with possibly a small commercial office space.

Commissioner Langenfeld asked if a Residential Protection Overlay, RPO, would be required for this area. Ms. Lopez said RPO was designed for the Civic Center area to preserve the residential character of the neighborhood. This neighborhood on Auburn does not have a residential character as there are several businesses in the area. Ms. Langenfeld questioned whether there would be enough parking if one of the units became an office. Ms. Lopez said there is off-street parking available and said there should be enough parking for an office.

David Sypher, Acting Community Development Director, said it is difficult for staff to determine parking until the building permit stage. Parking requirements will need to be met at that time.

Tristan Hawkins, 5009 Largo Street, said commercial use is not part of his plan at this time. He said he is asking for MU to accommodate someone who might want to work out of their home. Parking will not be an issue as there should be 8 spaces once construction is completed. Mr. Hawkins said he does not feel tenants will be using neighboring parking spaces. The units will be 2-levels, but plans have not been finalized yet.

Felix Briones, 1017 Crestview Circle, practices law with his son Paul Briones next to the property in question. Mr. Briones said he is concerned about safety when entering and exiting his parking lot. He is concerned about the number of units and the number of cars that will be using the lot next to his property. For every person who rents a unit, there may be several cars. Mr. Briones said he is happy the property is being improved. Mr. Hawkins is trying to do the right thing, but Mr. Briones asked that his concerns be taken into account.

Commissioner Mangum asked about the square footage of the existing building. Mr. Hawkins said the existing building is approximately 2,400 sq. ft. and there is currently only one off-street parking space.

Commissioner Langenfeld asked what the square footage will be for each proposed units. Mr. Hawkins said each unit will be roughly 1,000 sq. ft. on 2 levels.
Chair Cardon clarified that letters received from neighbors or others concerned are to be disregarded if the person does not attend the meeting. That is protocol.

Ms. Lopez added that legally at a quasi-judicial hearing, all parties have the right to cross examine. Evidence has to be heard at the hearing so there is opportunity for cross examination. Letters and emails are not fair to the other party because the person cannot be cross examined. The letters and emails are included in the agenda book so the Commissioners know there are concerns.

**Planning & Zoning Commission Action of Petition ZC 19-33 on May 16, 2019**

A motion was made by Commissioner Brown and seconded by Commissioner Ragsdale to approve Petition ZC 19-33, a request from Tristan Hawkins for a zone change from LNC, Local Neighborhood Commercial, to MU, Mixed Use, and for variances (1) to the rear yard setback from the required 15 feet to 5 feet, and (2) to allow for one off-street parking space in the front yard area for property located at 401 N. Auburn Avenue.

AYE: Chair Cardon, Commissioners Brown, Davis, Freeman, Langenfeld, Mangum, Ragsdale, and Smouse.

NAY: None

Abstained: None

Absent: Commissioners Lockmiller, Sewell, and Waldroup.

**Motion passed 8-0**
The San Juan County Assessor's Office assumes no liability for the accuracy of the information provided and it is not intended to be used as a survey.

The San Juan County Assessor's Office provides no warranty, express or implied, as to the accuracy, reliability or completeness of the furnished data.

Date: 4/22/2019
10.5.0 10 Feet

San Juan County Assessor's Office
100 S. Oliver Dr.
Aztec, NM 87410
505-334-8107
# PLANNING MEMO COMMENTS SUMMARY

**ZC 19-33 401 N. AUBURN**  
**Deadline: 4/30/19**

## City of Farmington Departments

<table>
<thead>
<tr>
<th>Department</th>
<th>Contact</th>
<th>Comments</th>
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<tbody>
<tr>
<td>CD</td>
<td>Director</td>
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<tr>
<td>CD</td>
<td>Addressing – Planning Division</td>
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<tr>
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<td>CD</td>
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<td>CITY</td>
<td>City Manager’s Office – J. Baird</td>
<td>No comment</td>
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<td>ELEC</td>
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<td>Electrical Engineering – L Aligarbes</td>
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<td>FIRE</td>
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<tr>
<td>LEGAL</td>
<td>City Attorney – J. Breakell</td>
<td></td>
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<tr>
<td>LEGAL</td>
<td>Deputy City Attorney – E. Wayne</td>
<td>No comment</td>
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<tr>
<td>POLICE</td>
<td>Code Compliance – M. Romero</td>
<td></td>
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<tr>
<td>POLICE</td>
<td>Sergeant – P. Flores</td>
<td></td>
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<tr>
<td>PRCA</td>
<td>S. Reeves/ R. Crosby</td>
<td>No comment</td>
</tr>
<tr>
<td>PRCA</td>
<td>ORII – C. Styron</td>
<td>No comment</td>
</tr>
<tr>
<td>PW</td>
<td>City Engineer – N. Westerling</td>
<td></td>
</tr>
<tr>
<td>PW</td>
<td>Engineering – T. Sitta</td>
<td>Site triangles must be maintained and free of structures at the intersection of Ross St/Auburn and the parking entrance to the adjacent property to the North.</td>
</tr>
<tr>
<td>PW</td>
<td>Streets Superintendent</td>
<td></td>
</tr>
<tr>
<td>PW</td>
<td>Traffic Engineer – I. BlueEyes</td>
<td>No comment</td>
</tr>
<tr>
<td>PW</td>
<td>Water/Waste Water – M. Tso</td>
<td>No comment</td>
</tr>
</tbody>
</table>

## Other Entities

<table>
<thead>
<tr>
<th>Entity</th>
<th>Contact</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Mexico Gas Company</td>
<td>R. Castillo</td>
<td>No comment</td>
</tr>
<tr>
<td>CenturyLink</td>
<td>D. Willato</td>
<td></td>
</tr>
<tr>
<td>Enterprise Field Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comcast Cable</td>
<td>M. Johnson</td>
<td></td>
</tr>
<tr>
<td>CH2M HILL OMI</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Surface Land Negotiator for BP</td>
<td>M. Venzara</td>
<td></td>
</tr>
<tr>
<td>Farmington School District</td>
<td>C. Lyons</td>
<td></td>
</tr>
</tbody>
</table>

- 2.17 -
Received the Notice of Public HEaring - Zone Change - Petition No. ZC 19-33

1 message

Thu, May 2, 2019 at 10:08 AM

Pam Zanzucchi <PamZanzucchi@msn.com>
To: "hlandaverde@fmtn.org" <hlandaverde@fmtn.org>
Cc: Joe Zanzucchi <joezanzucchi@msn.com>

Hello Helen:

We are writing to you as we have just received the notice of the petition mentioned above for the 401 N. Auburn Ave. property. This property is directly next to our property on Ross Street (508 and 510 and 1/2 Ross) street. We are concerned after reading this request as to what exactly is being proposed for the Mixed Use, and the “variance to the rear yard setback?” and the front yard off-street parking. This request does appear to be a change that will directly effect our property and the comfort of our tenants. We are not in agreement with this change as we set it now... and we do want additional information regarding the petition requests.

Please contact us regarding the additional information regarding this petition or let us know how to obtain as much information as possible as soon as possible.

Thank you in advance.

Pam and Joe Zanzucchi (602) 432-0227
**PETITION APPLICATION**

Incomplete applications will not be accepted. Return completed **DEADLINE APR 18 2016**

<table>
<thead>
<tr>
<th>PROJECT TYPE (Check Those Applicable)</th>
<th>Planning Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Annexation and/or Zoning</td>
<td>Community Development Department</td>
</tr>
<tr>
<td>☐ Preliminary Plat</td>
<td>City of Farmington</td>
</tr>
<tr>
<td>☐ Final Plan</td>
<td>800 Municipal Drive</td>
</tr>
<tr>
<td></td>
<td>Farmington, NM 87401</td>
</tr>
<tr>
<td></td>
<td>(505) 599-1317</td>
</tr>
<tr>
<td></td>
<td>(505) 599-1299 (fax)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INFORMATION</th>
</tr>
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<tbody>
<tr>
<td>Applicant's Name: <strong>Trista M. Hawkins</strong></td>
</tr>
<tr>
<td>Address: <strong>5009 Large St</strong></td>
</tr>
<tr>
<td>E-Mail: <strong><a href="mailto:Trishawk2@outlook.com">Trishawk2@outlook.com</a></strong></td>
</tr>
<tr>
<td>Telephone: <strong>(505) 270-3897</strong></td>
</tr>
<tr>
<td>Relationship to Property Owner: Brother</td>
</tr>
</tbody>
</table>

Project Location: **402 N Auburn**

Existing Use: **Residential**

Proposed Use: **Residential**

Current Zoning: **LNC, MLC**

Assessor's Parcel I.D. and/or Tax I.D. Number: **2076171249493**

Legal Description of Subject Property:

Is Property subject to deed restrictions, covenants, or homeowners' association agreements? **Yes ☐ No ☒**

If Yes, please provide copy with application.

**REPRESENTATIVE / CONTACT PERSON (if other than applicant)**

| Name: |
| E-Mail: |
| Phone: |
| Address: |

<table>
<thead>
<tr>
<th>REPRESENTATIVE / CONTACT PERSON (if other than applicant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: <strong>Lance Hawkins</strong></td>
</tr>
<tr>
<td>Phone: <strong>410-0509</strong></td>
</tr>
<tr>
<td>Address:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OWNERSHIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROPERTY OWNER (Identify General Partners, Managing Owner, Corporation President and Secretary, Specify type of ownership interest: Fee, Real Estate Contracts, Option to Purchase)</td>
</tr>
<tr>
<td>MORTGAGE HOLDERS (If any)</td>
</tr>
<tr>
<td>Name: <strong>Lance Hawkins</strong></td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OWNER CERTIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>I certify that I am an owner and the information and exhibits hereon are true and correct to the best of my knowledge in filing this application. I am acting with the knowledge and consent of all persons in interest and understand that without the consent of all persons in interest the requested action cannot lawfully be accomplished. I give my permission for authorized officials of the City of Farmington Planning and Zoning Commission to enter the premises described in this application. I understand applications will generally be reviewed by City Council at their first regular session following the P&amp;Z review.</td>
</tr>
<tr>
<td>Name: <strong>Lance Hawkins</strong></td>
</tr>
<tr>
<td>Owner's Signature: <strong>Joel</strong></td>
</tr>
<tr>
<td>Address: <strong>1212 camina entrada</strong></td>
</tr>
<tr>
<td>Phone / Email: <strong>410-0509 <a href="mailto:customcutvinyl@gmail.com">customcutvinyl@gmail.com</a></strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STAFF USE ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Blue line Copies of Plans</td>
</tr>
<tr>
<td>☐ Ownership Report (subject and surrounding properties)</td>
</tr>
<tr>
<td>☐ Legal Description</td>
</tr>
<tr>
<td>☐ Detailed Statement of Proposed Use</td>
</tr>
</tbody>
</table>

Received By: __________________
Date: __________ Fee Received __________ Project File No: __________
Date of Hearing/Meeting: __________
LION N Aubam
Zone Change and Variance

The requested variance to the MCL set backs
is to allow the new structure to be set
5' off the back/side. The street side
set backs are acceptable.

If the zone change and subsequent variance
are approved, it will provide a more open
and aesthetically pleasing area between
the roadways and structure. It will also place the
structure more in line with the adjacent buildings.
This will provide a much safer entrance & exit
between the property and roadways as well as
dramatically improving visibility when entering
Auburn from Ross. This is of particular importance
as this intersection is frequently used
by emergency vehicles associated with the
Fire Station.

Thank you for your consideration
Tristan Hawkins
4-18-2019
A variance may be granted only where a literal enforcement of the Code provisions would result in unnecessary hardship for a particular property. In order to grant a variance, the ARB must make a positive finding of fact concerning each of the following or, if a positive finding of fact cannot be made that the ARB specifically describes the circumstance that would outweigh the strict requirement for a positive finding of fact and determine that the variance will not be a public detriment:

1. That special conditions and circumstances exist, which are peculiar to the land, structure or building involved and are not applicable to other lands, structures or buildings in the same district; and, furthermore, that they are not self-imposed, self-created or otherwise the result of actions by the applicant. It's a small lot on a corner.

2. That a literal interpretation of the provisions of the Code would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of the Code. See attachment.

3. The applicant demonstrates that the request is a minimum easing of the Code requirements, making possible the reasonable use of the land, building or structure. Being a corner lot I have six sides or two backs and the variance would be to treat the non street sides as side.

4. That the granting of the variance is in harmony with the general interest, the general purpose and intent of the Code, and is not injurious to the neighborhood or otherwise detrimental to the public welfare. See attachment.

5. That the proposed variance will not permit a use not otherwise allowed in the underlying district. There is both Res. Rental & commercial uses adjacent to the property.
JUSTIFICATION OF VARIANCE
(Continued)

6. That no non-conforming use of neighboring lands, structures or buildings in the same district and no permitted use of lands, structures or buildings in other districts has been or shall be considered grounds for the issuance of a variance.

7. That the applicant would suffer an unnecessary hardship if the variance required were denied. See Attachment

Signature of Petitioner: ______________________________ Date: 4-13-2019

Attach additional sheets if necessary or use the space below
Notice is hereby given that the following application has been filed with the Planning and Zoning Commission of the City of Farmington, New Mexico.

Petition No. ZC 19-33 - a request from Tristan for (1) a zone change from LNC, Local Neighborhood Commercial, to MU, Mixed Use, (2) a variance to the rear yard setback, and (3) to allow one off-street parking area in the front yard for property located at 401 N. Auburn Avenue, in the City of Farmington, San Juan County, New Mexico, as described below:

LEGAL DESCRIPTION
That part of the NW/4 NW/4 NE/4 of Section 16, Township 29 North of Range 13 West, N.M.P.M., in the City of Farmington, San Juan County, New Mexico. Otherwise located at 401 N. Auburn Avenue

Pursuant to the provisions of Section 3-21-6, New Mexico Statutes Annotated, 1978 Compilation, notice is hereby given that this petition will be considered at the regularly scheduled Public Hearing of the Planning and Zoning Commission of the City of Farmington on Thursday, May 16, 2019 at 3:00 p.m. in the City Council Chambers at City Hall, 800 Municipal Drive, Farmington, New Mexico. If forwarded by the Commission, this petition will be considered by the City Council on Tuesday, May 28, 2019 at 6:00 p.m. in the City Council Chambers. All interested individuals are invited to attend the hearing and shall have an opportunity to be heard with respect to the subject Petition.

Karen Walker
Administrative Assistant

April 24, 2019

Dear Property Owner:

Notice is hereby given that an application has been filed with the Planning and Zoning Commission of the City of Farmington, New Mexico, a request from Tristan Hawkins for (1) a zone change from LNC, Local Neighborhood Commercial, to MU, Mixed Use, (2) a variance to the rear yard setback, and (3) to allow one off-street parking area in the front yard for property located at 401 N. Auburn Avenue in the City of Farmington, San Juan County, New Mexico, as described below:

LEGAL DESCRIPTION
That part of the NW 1/4 NW/4 NE/4 of Section 16, Township 29 North of Range 13 West, Book 1328, page 856 and Book 1604, page 351 N.M.P.M., San Juan County, New Mexico.

Otherwise known as 401 N. Auburn Avenue

Pursuant to the provisions of Section 3-21-6, New Mexico statutes Annotated, 1978 Compilation, notice is hereby given that the petition will be heard in a public hearing by the Planning and Zoning Commission of the City of Farmington on Thursday, May 16, 2019 at 3:00 p.m. in the City Council Chambers at City Hall, 800 Municipal Drive, Farmington, New Mexico. If forwarded by the Commission, this item will be reviewed by the City Council on Tuesday, May 28, 2019 at 6:00 p.m. in the City Council Chambers. All persons shall have an opportunity to be heard why said application should be granted or denied. All persons of interest and citizens are invited to attend said hearing.

You are receiving this letter because you may own property within 100 feet (excluding public right-of-way) of the proposed change. You are invited to attend the hearing noted above or submit written comments prior to the meeting to the Community Development Department – Planning Division at 800 Municipal Drive, Farmington, New Mexico 87401. Please be advised that all submitted comments will become public record and that there is the possibility that any petition may be withdrawn before the hearing date.

If you have any questions or would like additional information regarding this notice or the petition, please contact Helen Landaverde at 505-599-1282 or hlandaverde@fmtn.org.

Sincerely,

Karen Walker
Administrative Assistant
Names and Tax-Roll Addresses of Owners Within One Hundred (100) Feet (excluding roadways and easements) of the Following Described Property Referenced as TRACT 1:

That part of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter (NW\(^2\)NW\(^2\)NE\(^1/4\)) of Section Sixteen (16), in Township Twenty-Nine (29) North of Range Thirteen (13) West, N.M.P.M., San Juan County, New Mexico, described as follows:

BEGINNING 50 feet North and 5 feet East of the Northeast corner of Block Two (2) of ROSS’ SECOND ADDITION, in the City of Farmington, San Juan County, New Mexico;

THENCE West 72.19 feet;

THENCE North 03°38’ East 86.17 feet;

THENCE East 66.73 feet;

THENCE South 86 feet to the point of beginning.

TRACT 1
Kathleen N. Love
C/O Lance Hawkins
1212 Camina Entrada
Farmington, NM 87401

That part of the NW\(^2\)NW\(^2\)NE\(^1/4\) of Section 16, Township 29 North of Range 13 West, N.M.P.M., San Juan County, New Mexico.

Book 1328, page 856
Book 1604, page 351

TRACT 2
S&Z LLC
10858 North 11\(^{th}\) Street
Phoenix, AZ 85020

That part of the NW\(^2\)NW\(^2\)NE\(^1/4\) of Section 16, Township 29 North of Range 13 West, N.M.P.M., San Juan County, New Mexico.

Book 1399, page 981

TRACT 3
Amicus Investments, LLC
407 North Auburn
Farmington, NM 87401

That part of the NW\(^2\)NE\(^1/4\) and the NE\(^4\)NW\(^1/4\) of Section 16, Township 29 North of Range 13 West, N.M.P.M., San Juan County, New Mexico.

Book 1389, page 161

TRACT 4
Stephen Snider and Ivy Snider
10 South Sugar Hill Drive
Arcadia, OK 73007

That part of Lot 20, Lot 21, and that part of Lot 22, all in Block 3, of the ROSS SUBDIVISION, in the City of Farmington, San Juan County, filed for record December 19, 1901.

Book 1550, page 810
TRACT 5 & 6
Rent NM, LLC
501 East Cedar Street
Farmington, NM 87401

That part of Lot 22 and Lot 23, in Block 3, of the ROSS SUBDIVISION, in the City of Farmington, San Juan County, New Mexico, filed for record December 19, 1901.

AND

That part of Lot 23 and Lot 24, in Block 3, of the ROSS SUBDIVISION, in the City of Farmington, San Juan County, New Mexico, filed for record December 19, 1901.

TRACT 7
Presbyterian Medical Services
P.O. Box 2267
Santa Fe, NM 87504

Lot 26, and that part of Lot 25, in Block 3, of the ROSS SUBDIVISION, in the City of Farmington, San Juan County, New Mexico, filed for record December 19, 1901.

TRACT 8
S H & W Partnership
6102 Quail Run
Farmington, NM 87402

Lots 27-32, in Block 3, of the ROSS SUBDIVISION, San Juan County, New Mexico, filed for record December 19, 1901.

TRACT 9
Stephen L. Jaquez and Antonia R. Jaquez
3712 North Sunset Avenue
Farmington, NM 87401

Lots 7-8, and that part of Lot 6, in Block 2, of the ROSS'S 2ND ADDITION, in the City of Farmington, San Juan County, New Mexico, filed for record April 26, 1905.

TRACT 10
Patricia A. Yarborough and Patricia V. Sceales
311 North Auburn Avenue
Farmington, NM 87401

That part of Lot 4, all of Lot 5, and that part of Lot 6, in Block 2, of the ROSS'S 2ND ADDITION, in the City of Farmington, San Juan County, New Mexico, filed for record April 26, 1905.

Book 1566, page 589
TRACT 11
Celso Eloy Trujillo
316 North Lorena
Farmington, NM 87401
Lot 9, and that part of Lot 10, in Block 2, of the
ROSS'S 2ND ADDITION, in the City of
Farmington, San Juan County, New Mexico, filed
for record April 26, 1905.
Book 863, page 49

TRACT 12
John L. Lyons and Cindy L. Lyons
5003 Tarry Terrace
Farmington, NM 87402
That part of Lot 10 and Lot 11, in Block 2, of the
ROSS'S 2ND ADDITION, in the City of
Farmington, San Juan County, New Mexico, filed
for record April 26, 1905.
Book 1402, page 925

TO: April 8, 2019, 4:30 p.m.

LIABILITY LIMITED TO THE AMOUNT PAID FOR THIS CERTIFICATE.

SAN JUAN COUNTY ABSTRACT & TITLE COMPANY
By: Shayle Terry, Abstracter
AQUATICS DIVISION PRICING PROPOSAL

STARTING FY 2020

BISTI BAY WATERPARK

• HOURS OF OPERATION AND ADMISSION
• TWO OPTIONS OF ADMISSION PRICING
• BUDGET FORECAST
• RENTALS
### OPTION 1

<table>
<thead>
<tr>
<th>Weekday Hours</th>
<th>Type of Program</th>
<th>Admission</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00am - 11:30am</td>
<td>Lap Swimming</td>
<td>$2.50 per person</td>
</tr>
<tr>
<td>11:30pm - 6:00pm</td>
<td>Public Swimming</td>
<td>$6.00 per person; Under 3 free</td>
</tr>
<tr>
<td>6:30pm - 8:30pm</td>
<td>Private Rental</td>
<td>Rental fee</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Weekend Hours</th>
<th>Type of Programming</th>
<th>Admission</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00am - 10:00am</td>
<td>Lap Swimming</td>
<td>$2.50 per person</td>
</tr>
<tr>
<td>10:00am - 6:00pm</td>
<td>Public Swimming</td>
<td>$6.00 per person; Under 3 free</td>
</tr>
<tr>
<td>6:30pm - 8:30pm</td>
<td>Private Rental</td>
<td>Rental fee</td>
</tr>
</tbody>
</table>

• Benefits
  • Long sessions allow for patrons to cycle through the facility.
  • Pricing is easy to implement and represents the accessibility of the facility to all ages.

• Challenges
  • New and unfamiliar pricing may lead to uneasiness at first.

### OPTION 2

<table>
<thead>
<tr>
<th>Weekday Hours</th>
<th>Type of Program</th>
<th>Admission</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00am - 11:30am</td>
<td>Lap Swimming</td>
<td>$2.50 per person</td>
</tr>
<tr>
<td>11:30pm - 6:00pm</td>
<td>Public Swimming</td>
<td>$7.00, 10yrs + $5.00, 3-10yrs Free, Under 3yrs</td>
</tr>
<tr>
<td>6:30pm - 8:30pm</td>
<td>Private Rental</td>
<td>Rental fee</td>
</tr>
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<th>Admission</th>
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<tbody>
<tr>
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<tr>
<td>10:00am - 6:00pm</td>
<td>Public Swimming</td>
<td>$7.00, 10yrs + $5.00, 3-10yrs Free, Under 3yrs</td>
</tr>
<tr>
<td>6:30pm - 8:30pm</td>
<td>Private Rental</td>
<td>Rental fee</td>
</tr>
</tbody>
</table>

• Benefits
  • Long sessions allow for patrons to cycle through the facility.
  • Pricing is more familiar with the public.

• Challenges
  • The Pricing does not reflect the accessibility of the facility.
COMPARISON OF ADMISSION OPTIONS

<table>
<thead>
<tr>
<th>Option 1</th>
<th>Option 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laps</td>
<td>$2.50 per person</td>
</tr>
<tr>
<td>Public Swim</td>
<td>$6.00 per person</td>
</tr>
<tr>
<td></td>
<td>Free Under 3</td>
</tr>
<tr>
<td></td>
<td>$2.50 per person</td>
</tr>
<tr>
<td></td>
<td>$7.00 10yrs +</td>
</tr>
<tr>
<td></td>
<td>$5.00 3 - 9yrs</td>
</tr>
<tr>
<td></td>
<td>Free Under 3</td>
</tr>
</tbody>
</table>

• Option 2 is based on the idea of an adult attending with a child.
  • $7.00 (adult) + $5.00 (child) = $12.00.
  • The ages where chosen for 2 reasons.
    • The pool depth does not exceed 4ft.
    • Based on rescue documentation at the Aquatic Center, 4 – 9 yrs old patrons are saved most likely in water 4 ft deep and less.
• Option 1 is the same cost as Option 2’s reasoning with the benefit of streamlining the transaction process.
  • The concerns of safety can be regulated using rules and PFDs.

AREA POOL ADMISSION

<table>
<thead>
<tr>
<th></th>
<th>Lap Swimming</th>
<th>Public Swimming</th>
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</thead>
<tbody>
<tr>
<td>Durango (Admission to Rec Center)</td>
<td>$6.50</td>
<td>4 - 17 yrs $5.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>18 + yrs $6.50</td>
</tr>
<tr>
<td>Cortez (Admission to Rec Center)</td>
<td>$5.50</td>
<td>4 and under free</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5 - 18 yrs $4.50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>19 + yrs $5.50</td>
</tr>
<tr>
<td>Bloomfield</td>
<td>$5.00</td>
<td>60 + yrs $4.50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Under 3 yrs free</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 - 12 yrs $3.50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>13 - 18 yrs $4.50</td>
</tr>
<tr>
<td></td>
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<td>19 + yrs $5.00</td>
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REVENUE FORECAST

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<tr>
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<td>FICA</td>
<td>$10,212</td>
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<tr>
<td>NATURAL GAS</td>
<td>$10,060</td>
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</tr>
<tr>
<td>E.W.S. UTILITIES</td>
<td>$40,000</td>
<td></td>
</tr>
<tr>
<td>ADVERTISING</td>
<td>$2,500</td>
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<tr>
<td>REGISTRATION FEES</td>
<td>$1,000</td>
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<tr>
<td>OFFICE SUPPLIES</td>
<td>$2,500</td>
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<tr>
<td>JANITORIAL SUPPLIES</td>
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<tr>
<td>RECREATIONAL SUPPLIES</td>
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<tr>
<td>MAINTENANCE SUPPLIES</td>
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<td>UNIFORMS</td>
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<tr>
<td>CHEMICALS</td>
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<tr>
<td>BANK FEES</td>
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<tr>
<td><strong>Total</strong></td>
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<table>
<thead>
<tr>
<th>Revenue</th>
<th>Hours</th>
<th>Capacity</th>
<th>Fee</th>
<th>Days</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lap Swimming</td>
<td>10:00 am - 11:30 am (M-F)</td>
<td>5</td>
<td>$2.50</td>
<td>100</td>
<td>$1,250</td>
</tr>
<tr>
<td></td>
<td>8:00 am - 10:00 am (S-Su)</td>
<td>100</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Swim</td>
<td>11:30 am - 6:00 pm (M-F)</td>
<td>400</td>
<td>$6</td>
<td>100</td>
<td>$2,400</td>
</tr>
<tr>
<td>Private Parties (Full Pool)</td>
<td>6:30 pm - 8:30 pm</td>
<td>250</td>
<td></td>
<td>10</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

Total: $253,250

Assumptions/Notes:
1. No Sessions
2. 100% Open and Operating
3. Average for Option 2 is 5a
4. Number of Private Party Days based on feasibility study
5. Revenue does not include pool or pavilion rentals

BISTI BAY
PASSES

<table>
<thead>
<tr>
<th>Type</th>
<th>Proposed Pricing</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Month Lap Pass</td>
<td>$55.00</td>
<td>Consistency amongst the pools</td>
</tr>
<tr>
<td>Individual Summer Pass</td>
<td>$100.00</td>
<td>Based on $5.00, 2/wk, for 10wk</td>
</tr>
<tr>
<td>Family Summer Pass</td>
<td>$200.00</td>
<td>Based on $10.00, 2/wk, for 10wk</td>
</tr>
</tbody>
</table>

- Annual Recreation passes are accepted at BBW
- BBW Passes are accepted at the other facilities

- 3.3 -
BISTI BAY
RENTALS

<table>
<thead>
<tr>
<th>Type</th>
<th>Proposed Price</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private Party 2hr (small)</td>
<td>$500.00, for 1 – 250 people</td>
<td>Double the staff requirements of the Aquatic Center</td>
</tr>
<tr>
<td>Private Party 2hr (large)</td>
<td>$750.00, 251 – 500 people</td>
<td>Up to 5 additional staff members needed</td>
</tr>
<tr>
<td>Party Room</td>
<td>$250.00, 30 swimmers and 2 hr room rental</td>
<td>$8.33/person for admission and room rental</td>
</tr>
<tr>
<td>Large Pavilion</td>
<td>$225.00, 25 swimmers and 3 hour space rental</td>
<td>$9.00/person for admission and space rental</td>
</tr>
<tr>
<td>Medium Pavilion</td>
<td>$180.00, 20 swimmers and 3 hour space rental</td>
<td>$9.00/person for admission and space rental</td>
</tr>
<tr>
<td>Small Pavilion</td>
<td>$135.00, 15 swimmers and 3 hour space rental</td>
<td>$9.00/person for admission and space rental</td>
</tr>
</tbody>
</table>

P.R.C.A. COMMISSION

• PRESENTED TO P.R.C.A. COMMISSION ON APRIL 18, 2019.
• COMMISSION UNANIMOUSLY APPROVED OPTION 1 FOR HOURS OF OPERATION, ADMISSION FEES, PARTY RENTALS, AND PASS STRUCTURE FOR BISTI BAY.
FARMINGTON AQUATIC CENTER AND LIONS

RESTRICTURING OF PRICES

RATIONALE

• PROVIDE CONSISTENCY AT ALL FACILITIES FOR SIMILAR OFFERINGS AND PROGRAMS.
• GIVE CUSTOMERS MORE FREEDOM TO USE THEIR PASSES AT OTHER FACILITIES.
• LIMIT CONFUSION WHILE EXPLAINING PASSES AND THEIR USES.
• UPDATE THE PRICING THAT HAS STOOD FOR 25 TO 40 YEARS WHILE OPERATION COSTS HAVE RISEN.
• PROVIDE CUSTOMERS MORE OPTIONS AND ADJUST PRICES FOR INCREASED STAFFING COSTS.
DETERMINATION OF PRICING

- **ANNUAL PRICING BASED ON TWICE A WEEK FOR 40 WEEKS**
- **QUARTERLY PASSES BASED ON TWICE A WEEK FOR 11 WEEKS**
- **SUMMER PASSES BASED ON TWICE A WEEK FOR 10 WEEKS**
- **FAMILY PASS PRICING BASED ON 1.5 TIMES THE ADULT PRICE**
- **PUNCH CARDS ARE BASED ON A 1 FREE ADMISSION FOR EVERY 9 VISITS**
- **OFFER PASSES FOR EXERCISE USE AND PASSES FOR ALL INCLUSIVE USE.**

---

**LIONS POOL**

<table>
<thead>
<tr>
<th>Admissions</th>
<th>Current Price</th>
<th>Proposed Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Admission</td>
<td>$1.50</td>
<td>$2.50</td>
</tr>
<tr>
<td>Aquacise</td>
<td>$2.00</td>
<td>$2.50</td>
</tr>
<tr>
<td>Showers</td>
<td>$2.00</td>
<td>$2.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Passes</th>
<th>Current Price, $/month</th>
<th>Proposed Price, $/month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Punch Card</td>
<td>$35.00 for 20 visits</td>
<td>$40 for 20 visits or $20 for 10 visits</td>
</tr>
<tr>
<td>3 Month</td>
<td>$35.00, $11.67/month</td>
<td>$55.00, $18.33/month</td>
</tr>
<tr>
<td>Annual Individual</td>
<td>$110.00, $9.17/month</td>
<td>$200.00, $16.67/month</td>
</tr>
<tr>
<td>Annual Family (4 family members)</td>
<td>$140.00, $11.67/month</td>
<td>$300.00, $25/month</td>
</tr>
<tr>
<td>5 + members $25 each</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

To offset the increase in price to senior citizens a discount may be an option for the 3 month and annual pass.
## FARMINGTON AQUATIC CENTER
### ADMISSION AND EXERCISE PASSES

**Admission**

<table>
<thead>
<tr>
<th>Current Breakdown</th>
<th>Current Price</th>
<th>Proposed Breakdown</th>
<th>*Proposed Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child 3yr - 12yr</td>
<td>$3.25</td>
<td>3yr - 9yr</td>
<td>$4.00</td>
</tr>
<tr>
<td>Teen 13yr - 19yr</td>
<td>$4.50</td>
<td>10yr +</td>
<td>$5.00</td>
</tr>
<tr>
<td>Adult 20yr +</td>
<td>$5.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Price when the slide is replaced. While slide in not operating the price will be a dollar off.

**Exercise Passes**

<table>
<thead>
<tr>
<th>Type</th>
<th>Current Price, $/month</th>
<th>Proposed Price, $/month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Punch Card</td>
<td>$45.00 for 20 visits</td>
<td>$40 for 20 visits or $20 for 10 visits</td>
</tr>
<tr>
<td>*3 Month</td>
<td>$90.00, $30.00/month</td>
<td>$55.00, $18.33/month</td>
</tr>
<tr>
<td>*Annual Individual</td>
<td>$200.00, $9.17/month</td>
<td>$200.00, $16.67/month</td>
</tr>
<tr>
<td>*Annual Family (4 family members)</td>
<td>$350.00, $29.17/month</td>
<td>$300.00, $25/month</td>
</tr>
<tr>
<td>5 + members $25 each</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*This type of pass includes recreational swimming, but is used by most patrons for exercise.

## FARMINGTON AQUATIC CENTER
### PASSES

**Recreation Passes**

<table>
<thead>
<tr>
<th>Type</th>
<th>Current Price, $/month</th>
<th>*Proposed Price, $/month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Punch Card</td>
<td>Not Available</td>
<td>$36 for 10 visits or $2 for 20 visits</td>
</tr>
<tr>
<td>3 Month</td>
<td>$90.00, $30.00/month</td>
<td>$88.00, $29.33/month</td>
</tr>
<tr>
<td>3 Month Family (4 family members)</td>
<td>$175, $58.67/month</td>
<td>$165.00, $55.00/month</td>
</tr>
<tr>
<td>5 + members $15 each</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Individual</td>
<td>$200.00, $16.67/month</td>
<td>$320.00, $26.67/month</td>
</tr>
<tr>
<td>Annual Family (4 family members)</td>
<td>$350.00, $21.17/month</td>
<td>$600.00, $50.00/month</td>
</tr>
<tr>
<td>5 + members $25 each</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Pricing based on slide replacement:

- Punch Cards are for the Aquatic Center Only.
- 3 Month passes can be upgraded to include Bisti Bay by paying the difference between the Summer Pass and the 3 Month pass.
- Annual Passes can be used at all facilities.
<table>
<thead>
<tr>
<th>Type</th>
<th>Current Price</th>
<th>Proposed Price</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private Party (small)</td>
<td>$200.00 for 30 swimmers + $4 for additional swimmers</td>
<td>$250.00 for 0 to 100 people</td>
<td>Easier to staff and more customer friendly for larger parties. (5)</td>
</tr>
<tr>
<td>Private Party (medium)</td>
<td>$200.00 for 30 swimmers + $4 for additional swimmers Ex. 101 swimmers would cost $200 (for 30) + $284 (for additional 71) totaling $484</td>
<td>$300.00 for 101 to 200 people</td>
<td>Price increase is based on additional staff needed. (9)</td>
</tr>
<tr>
<td>Private Party (large)</td>
<td>$200.00 for 30 swimmers + $4 for additional swimmers $200 + $684 (for additional 171) swimmers totaling $884</td>
<td>$350.00 for 301 to 400 people</td>
<td>Price increase is based on additional staff needed. (9)</td>
</tr>
<tr>
<td>Patio Party (small)</td>
<td>$100.00 for 20 people</td>
<td>$100.00 for 20 swimmers, 40 people in total</td>
<td>It is very difficult to enforce 20 patrons. It would clear up what is already practiced.</td>
</tr>
<tr>
<td>Patio Party (large)</td>
<td>$200.00 for 40 people</td>
<td>$200.00 for 40 swimmers, 100 people in total</td>
<td>Summer only due to the smaller area indoors.</td>
</tr>
</tbody>
</table>
Economic Development Department

Attn: Council
From: Warren Unsicker

Date: 5/23/19
Re: City Council Agenda Item

Item Title: Staff recommendation and possible approval of application for EPA Recreation Economy for Rural Communities Grant.

Comments: The EPA is providing the opportunity to provide planning assistance for the connection of Main Street corridors to Outdoor Recreation. Recreation Economy for Rural Communities is a new planning assistance program to help communities develop strategies and an action plan to revitalize their Main Streets through outdoor recreation. The grant will provide us with coordination with national experts to Assess the project scope, Convene a public forum to interact with the community to strategize priorities, and come up with an Implementation plan with action steps to realize the vision. The intent is to utilize this grant to help with catalyzing things like the Animas district industrial corridor, and the promenade connection between Main Street and the River, amongst other Outdoor Recreation priorities. We are seeking approval for applying for and allocating staff time to coordinate this grant for the benefits of the Downtown MRA as the grant seeks to know how elected officials will support the endeavor.
Recreation Economy for Rural Communities

Planning assistance sponsored by U.S. EPA, USDA-Forest Service, & Northern Border Regional Commission
https://www.epa.gov/smartgrowth/recreation-economy-rural-communities

Webinar
May 7, 2019
Stephanie Bertaina and Ed Fendley
EPA Office of Community Revitalization
RecEconomy@epa.gov
202.566.9555

Today We’d Like To:

• Give an overview of the Recreation Economy for Rural Communities planning assistance program

• Discuss the timeline and process for applying for the program

• Share a few examples from communities that have used similar assistance to leverage outdoor recreation opportunities and to revitalize their economies and downtowns
The Recreation Economy: Big and Growing

“There’s two kinds of small businesses here. Those that embraced the trail. And those that went out of business.”

Program Goals

- Help people conserve and use nearby forests (private state, or federal) to create economic opportunities

- Improve air quality and water quality; promote healthful recreation

- Bring investment and people to Main Street
Planning Assistance Approach

- Understand context, self assessment
- Refine the problem statement, goals
- Customize agenda and materials
- Coach community on stakeholder participation
- Engage federal stakeholder partners

Convene

- Conduct community tour
- Affirm collective vision
- Assess assets, challenges relative to advancing the community's goals
- Discuss relevant case studies and generate ideas and locally relevant strategies
- Refine goals and identify specific actions and next steps to move forward

Assess

Implement

- Document Action Plan
- Conduct follow up discussions to review and refine action steps
- Engage project steering committee and stakeholders to identify additional resources/funding
- Finalize the blueprint for implementation
Community Eligibility & Special Considerations

• Any community in the United States, U.S. territory, or tribal land is eligible

• Special consideration for communities that are:
  – Small towns (Our ideal small-town partners have a town center or main street, regardless of how small)
  – Economically disadvantaged communities, such as those in Opportunity Zones
  – Communities in the Northern Border region of Maine, Vermont, New Hampshire, and New York (see http://www.nbrc.gov/)

Who Can Apply?

• Any community representative can apply, including those from local governments, non-profit organizations, tribal governments

• Regional organizations should focus on a single place, such as a town or a neighborhood, and identify a local partner

• Colleges, universities, or extension agencies should envision a community-wide effort (rather than only on campus) and demonstrate ability to convene community stakeholders
Our ideal lead organizations in partner communities have enough capacity and resources to help plan the workshop, convene a diverse & representative group, and implement the resulting action plan.

Community Responsibilities

- Participate in:
  - Three facilitated planning calls
  - 2-day workshop, including an evening session
  - Three facilitated post-workshop calls
  - Two in-person steering committee meetings without facilitation

- Secure a meeting venue
  - Refreshments are optional and at the community’s expense

- Plan a community tour

- Invite community members to the workshop and perform follow-up outreach to ensure good community participation
Steering Committee

• Helps plan and prepare for the community workshop and helps implement the resulting action plan

• Ideally 4 to 6 people (or more)

• Should represent key stakeholders and reflect community demographics

• Each member commits to participating fully in all planning and post-workshop meetings and the entirety of the workshop itself

Potential Focus Areas

• Ensuring local residents, including young people, have connections and opportunities related to nearby outdoor assets to foster community pride, good stewardship, and local economic benefits.

• Developing or expanding trail networks to attract overnight visitors and new businesses and foster use by local residents.

• Developing in-town amenities, such as broadband service; housing; or shops, restaurants, or breweries, to serve residents and attract new visitors and residents with an interest in nearby outdoor assets.

• Marketing Main Street as a gateway to nearby natural lands to capture and amplify outdoor recreation dollars.

• Developing a community consensus on the management of outdoor assets to reduce potential conflicts and ensure sustainable use of resources.
Carrizozo, New Mexico

- Small town in sparsely populated, economically challenged region
- EPA-USDA technical assistance helped Carrizozo encourage visitors to the nearby Valley of Fires BLM Recreation Area to come to town
- Carrizozo is leveraging the town’s arts and cultural amenities, broadband service, and Main Street businesses

Population ~1,400 in southern West Virginia

Devastated by severe flooding summer 2016

Local Foods, Local Places community in 2017 and follow up assistance focused on recreation economy

How can Rainelle come back stronger from the flood? And how can local food and outdoor recreation reinvigorate the local economy and heal people who are suffering?
Resilient Rainelle

- Small town (pop. ~1,400) located in privately held forested area southwest of Monongahela National Forest
- Recovering from historic flooding in 2016
- EPA-FEMA 2018 assistance helping the community finalize a 24-mile recreational trail to bring people to Main Street Rainelle and connect to regional parks and trails
- Appalachian Regional Commission is funding trails investments, recognizing the natural assets in the region
Population ~3,000 in northwestern Pennsylvania

Local Foods, Local Places Community in 2015 (Forest County, PA)

At the gateway to the Allegheny National Forest

How to:

- Make Marienville a recreation trail hub for the region
- Brand Forest County as a place for local food, arts and culture, and recreation opportunities
- Build on the natural assets of the region
4 Seasons Trail & Recreation Hub
- EPA technical assistance support (Local Foods, Local Places) in 2015
- Appalachian Regional Commission implementation support (for the town's acquisition of the train station)
- Town purchased station + 5 acres
- Rail ROW will connect to North Country Trail
- Snowmobile and ATV trail connection into the National Forest under development
- Recreation has always been a large part of the local economy and with the addition of this trail building supervisors hope to give entrepreneurs opportunities to develop new businesses or expand existing ones already there.

Marienville, Pennsylvania

- Jenks Township received a $1.2 million DOT grant (Transportation Alternatives Program) to construct a six-mile segment of trail, ADA parking lots, and a pavilion.
- An Appalachian Regional Commission grant for $67,000 will be used to update the recreational hub that will provide ADA restrooms and information for recreational activities to include hiking, cycling, ATV, snowmobile, cross country skiing and equestrian use.
What's not producing jobs
or improving health in rural America

Empty 14.5 acre
industrial park -
Housing in brief

What is producing jobs
and boosting health in rural America
Timeline & Next Steps

- Applications due May 31, 2019

- Partner communities selected and all applicants notified by July 31

- Planning process and workshops take place in late 2019 and early 2020

- We hope and expect another round of community partnerships will be announced in 2020

- Stay tuned to: https://www.epa.gov/smartgrowth/recreation-economy-rural-communities
RESOLUTION NO. 2019-1714

A RESOLUTION ADOPTING AN OFFICIAL FINAL BUDGET FOR THE CITY OF
FARMINGTON, NEW MEXICO FOR THE FISCAL YEAR 2020 AND REQUESTING
STATE APPROVAL

WHEREAS, the Governing Body of the City of Farmington, a municipal
corporation and political subdivision formed and existing under the laws
of the State of New Mexico, has developed a Final Budget for Fiscal Year
2020; and

WHEREAS, said budget was developed on the basis of need, with
cooperation from all user departments and elected officials, and with
public input accepted at one separate open forum meeting; and

WHEREAS, the official meetings for the review of said documents
were duly published and held in compliance with the State Open Meetings
Act; and

WHEREAS, it is the majority opinion of the City Council of the City
of Farmington that the proposed Final Budget, containing an estimated
beginning cash balance of $125,699,304 with a total revenue projection of
$277,973,753, a total expenditure projection of $291,058,809 and an
ending cash balance of $112,614,248 the City's budgetary requirements as
preliminarily determined for Fiscal Year 2020; and

WHEREAS, it is necessary to submit this budget to the New Mexico
Department of Finance and Administration by July 31, 2019 for review and
approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Governing Body of
the City of Farmington, State of New Mexico, hereby adopts the FY2020
Final Budget herein above described and requests approval from the Local
Government Division of the Department of Finance and Administration.

PASSED, SIGNED, APPROVED, AND ADOPTED this 28th day of May, 2019.

Nate Duckett, Mayor

SEAL

ATTEST:

Andrea Jones, Deputy City Clerk
## City of Farmington

### Estimated Fund Beginning Fund Cash Balance

<table>
<thead>
<tr>
<th>Fund Title</th>
<th>Fund Number</th>
<th>Estimated Fund Beginning Fund Cash Balance</th>
<th>Budgeted Revenues</th>
<th>Budgeted Transfers</th>
<th>Budgeted Expenditures</th>
<th>Fund Title Number</th>
<th>Estimated Ending Fund Cash Balance</th>
<th>Local Reserves Unavailable for Budgeting</th>
<th>Adjusted Ending Cash Reserves</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>101</td>
<td>7,579,467</td>
<td>56,462,026</td>
<td>4,954,813</td>
<td>59,495,993</td>
<td>7,500,367</td>
<td>4,957,995</td>
<td>2,542,372</td>
<td></td>
</tr>
<tr>
<td>GRT-Streets</td>
<td>201</td>
<td>1,837,393</td>
<td>23,275,837</td>
<td>(877,357)</td>
<td>23,022,635</td>
<td>1,203,234</td>
<td>1,205,235</td>
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<tr>
<td>GRT-Parks</td>
<td>202</td>
<td>318,889</td>
<td>2,514,404</td>
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<td>2,694,896</td>
<td>138,397</td>
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<tr>
<td>GRT-Public Safety</td>
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<td>-</td>
<td>2,470,873</td>
<td>-</td>
<td>2,287,449</td>
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<tr>
<td>Diversion</td>
<td>204</td>
<td>49,116</td>
<td>4,555,746</td>
<td>(734,698)</td>
<td>4,320,421</td>
<td>1,435,743</td>
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<tr>
<td>Library Gifts and Grants</td>
<td>213</td>
<td>101,581</td>
<td>82,273</td>
<td>-</td>
<td>89,073</td>
<td>94,881</td>
<td>94,881</td>
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<td></td>
</tr>
<tr>
<td>PRCA Gifts and Grants</td>
<td>214</td>
<td>131,894</td>
<td>268,883</td>
<td>-</td>
<td>375,616</td>
<td>25,161</td>
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</tr>
<tr>
<td>Museum Gifts and Grants</td>
<td>217</td>
<td>11,336</td>
<td>201,500</td>
<td>-</td>
<td>204,390</td>
<td>8,406</td>
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<tr>
<td>Red Apple Transit Grant</td>
<td>221</td>
<td>27,548</td>
<td>722,246</td>
<td>447,468</td>
<td>1,168,394</td>
<td>28,868</td>
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<tr>
<td>General Governmental Grants</td>
<td>222</td>
<td>(102,784)</td>
<td>731,962</td>
<td>73,071</td>
<td>692,066</td>
<td>10,183</td>
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<tr>
<td>CDGB Grant</td>
<td>223</td>
<td>59,298</td>
<td>429,575</td>
<td>-</td>
<td>428,213</td>
<td>54,260</td>
<td>54,260</td>
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</tr>
<tr>
<td>Lodgers Tax</td>
<td>230</td>
<td>280,779</td>
<td>1,288,400</td>
<td>-</td>
<td>1,371,201</td>
<td>197,478</td>
<td>197,478</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Convention Center Fee</td>
<td>231</td>
<td>237,139</td>
<td>740,700</td>
<td>(711,488)</td>
<td>266,351</td>
<td>266,351</td>
<td>266,351</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>State Police Protection</td>
<td>240</td>
<td>-</td>
<td>113,600</td>
<td>-</td>
<td>113,600</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Region II Narcotics</td>
<td>246</td>
<td>-</td>
<td>410,186</td>
<td>30,000</td>
<td>460,606</td>
<td>(20,419)</td>
<td>(20,419)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>COPS Grant</td>
<td>248</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Law Enforcement Block Grant</td>
<td>249</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>State Fire</td>
<td>250</td>
<td>-</td>
<td>773,520</td>
<td>(137,955)</td>
<td>625,591</td>
<td>10,406</td>
<td>10,406</td>
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<td></td>
</tr>
<tr>
<td>Penalty Assessment</td>
<td>251</td>
<td>9,230</td>
<td>155,100</td>
<td>-</td>
<td>155,100</td>
<td>9,230</td>
<td>9,230</td>
<td>-</td>
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</tr>
<tr>
<td>Community Dev. Grant Projects</td>
<td>401</td>
<td>745,783</td>
<td>2,653,478</td>
<td>-</td>
<td>3,265,774</td>
<td>133,487</td>
<td>133,487</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Energy Efficiency Fund</td>
<td>402</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>261,450</td>
<td>(261,450)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>2017/2018 Series GRT Bond Capital Projects</td>
<td>403</td>
<td>5,350,551</td>
<td>100,000</td>
<td>-</td>
<td>5,450,551</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>General Gov’t Fund 408</td>
<td>408</td>
<td>477,260</td>
<td>8,000</td>
<td>-</td>
<td>-</td>
<td>485,260</td>
<td>485,260</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Airport Grants</td>
<td>409</td>
<td>61,457</td>
<td>3,425,375</td>
<td>49,168</td>
<td>3,550,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>MRA</td>
<td>411</td>
<td>258,707</td>
<td>55,210</td>
<td>56,571</td>
<td>263,924</td>
<td>106,564</td>
<td>106,564</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Parks Development Fees</td>
<td>412</td>
<td>175,511</td>
<td>9,800</td>
<td>-</td>
<td>181,511</td>
<td>1,800</td>
<td>1,800</td>
<td>-</td>
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</tr>
<tr>
<td>Convention Center Capital Project</td>
<td>415</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Sales Tax Bond Retirement</td>
<td>501</td>
<td>211,322</td>
<td>15,000</td>
<td>3,934,540</td>
<td>3,934,840</td>
<td>226,022</td>
<td>226,022</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Electric Enterprise</td>
<td>601</td>
<td>83,549,297</td>
<td>124,711,043</td>
<td>(4,994,088)</td>
<td>119,717,057</td>
<td>85,563,681</td>
<td>30,674,165</td>
<td>54,889,516</td>
<td></td>
</tr>
<tr>
<td>Water Enterprise</td>
<td>602</td>
<td>12,441,591</td>
<td>35,631,000</td>
<td>(1,235,450)</td>
<td>34,395,550</td>
<td>7,769,091</td>
<td>7,769,091</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Wastewater Enterprise</td>
<td>603</td>
<td>7,692,586</td>
<td>12,306,588</td>
<td>(640,174)</td>
<td>11,666,404</td>
<td>4,120,714</td>
<td>4,120,714</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Sanitation Enterprise</td>
<td>604</td>
<td>684,602</td>
<td>6,036,000</td>
<td>(319,421)</td>
<td>5,696,579</td>
<td>701,675</td>
<td>701,675</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Health Insurance</td>
<td>701</td>
<td>3,518,567</td>
<td>9,825,000</td>
<td>-</td>
<td>10,722,134</td>
<td>2,621,433</td>
<td>2,621,433</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**GRAND TOTAL**

|               | 125,699,304 | 277,973,753 | - | 291,058,809 | 112,614,248 | 35,632,160 | 76,982,089 |

- 5.1 -

*Entity Code: 16121*  
*Fiscal Year: 2020*  
*Local Government Division*  
*Department of Finance and Administration*  
*(Cents Rounded to Nearest Dollar)*
# City of Farmington

## Budget Evaluation - General Governmental Funds

**FY2019 Adjusted Budget vs FY2020 Final Budget**

<table>
<thead>
<tr>
<th>Revenue Description</th>
<th>FY2019 Adjusted Budget</th>
<th>FY2020 Final Budget</th>
<th>Variance</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Gross Receipt Tax</td>
<td>$43,265,405</td>
<td>$43,265,445</td>
<td>$40</td>
<td>0.00%</td>
</tr>
<tr>
<td>1. Gross Receipt Tax Compensating Tax</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>1. Gross Receipt Tax-Internet Sales</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2. Property Taxes</td>
<td>200,000</td>
<td>160,000</td>
<td>(40,000)</td>
<td>(20.00%)</td>
</tr>
<tr>
<td>3. Electric Franchise Fee</td>
<td>1,975,722</td>
<td>1,970,922</td>
<td>45,050</td>
<td>2.34%</td>
</tr>
<tr>
<td>3. Other Taxes and Franchise Fees</td>
<td>1,107,500</td>
<td>1,106,500</td>
<td>(1,000)</td>
<td>(0.09%)</td>
</tr>
<tr>
<td>4. License/Permits</td>
<td>600,250</td>
<td>621,250</td>
<td>21,000</td>
<td>3.50%</td>
</tr>
<tr>
<td>5. Intergov't Revenue(grants)</td>
<td>224,601</td>
<td>12,000</td>
<td>(212,601)</td>
<td>(94.66%)</td>
</tr>
<tr>
<td>6. Intragovernmental</td>
<td>269,908</td>
<td>788,127</td>
<td>518,219</td>
<td>192.00%</td>
</tr>
<tr>
<td>6. Intragovernmental-Electric Transfer</td>
<td>4,714,148</td>
<td>4,994,088</td>
<td>279,940</td>
<td>5.94%</td>
</tr>
<tr>
<td>6. Intragovernmental-W &amp; WW Franchise Fee</td>
<td>1,596,877</td>
<td>1,655,624</td>
<td>58,747</td>
<td>3.68%</td>
</tr>
<tr>
<td>7. Charges for Services</td>
<td>3,912,863</td>
<td>4,321,554</td>
<td>408,691</td>
<td>10.44%</td>
</tr>
<tr>
<td>8. Fines/Fees</td>
<td>879,090</td>
<td>522,700</td>
<td>(356,390)</td>
<td>(40.53%)</td>
</tr>
<tr>
<td>9. Misc Revenue</td>
<td>690,385</td>
<td>374,180</td>
<td>(316,205)</td>
<td>(45.80%)</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$61,258,905</strong></td>
<td><strong>$61,899,865</strong></td>
<td><strong>$640,960</strong></td>
<td><strong>1.05%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure*</th>
<th>FY2019 Adjusted Budget</th>
<th>FY2020 Final Budget</th>
<th>Variance</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Salaries and Benefits</td>
<td>$46,939,094</td>
<td>$47,966,690</td>
<td>$1,027,596</td>
<td>2.19%</td>
</tr>
<tr>
<td>b) Operating</td>
<td>19,010,927</td>
<td>18,851,283</td>
<td>(159,644)</td>
<td>(0.84%)</td>
</tr>
<tr>
<td>c) Capital</td>
<td>592,466</td>
<td>473,052</td>
<td>(119,416)</td>
<td>(20.16%)</td>
</tr>
<tr>
<td>d) Transfers</td>
<td>(6,223,938)</td>
<td>(7,195,379)</td>
<td>(971,441)</td>
<td>(15.61%)</td>
</tr>
<tr>
<td>e) Debt Service</td>
<td>1,883,256</td>
<td>1,883,319</td>
<td>63</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$62,201,807</strong></td>
<td><strong>$61,978,965</strong></td>
<td><strong>(222,842)</strong></td>
<td><strong>(0.36%)</strong></td>
</tr>
</tbody>
</table>

| Total Revenue-Total Expenditures | **$942,902** | **$79,100** | **$863,802** |

| Ending Projected Cash Balance | **$7,500,367** |

---

### Monthly Operating Expenditure

**Non-Capital**

- **# of Months Reserve**: 1.5
- **% of Budget**: 12.1%
- **DFA**: 8.3%
- **Cash Reserve**: 16.7%

### 408 General Governmental Capital Project Fund (Undesignated Balance)

- **$457,260**

### Receivable from the 204 Community Transformation and Economic Diversification Fund

- **$1,500,000**

### Ending Projected Available Cash Balance

- **$9,457,627**

---

*This budget includes Farmington Indian Center and E3 Children's Museum restored as directed by Council on May 21, 2019.*

- **5.2**
## Estimated Beginning Cash Balance

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>-</td>
</tr>
<tr>
<td>FY2020</td>
<td>(1,209,438)</td>
</tr>
<tr>
<td>FY2021</td>
<td>177,189</td>
</tr>
<tr>
<td>FY2022</td>
<td>2,595,030</td>
</tr>
<tr>
<td>FY2023</td>
<td>3,292,918</td>
</tr>
<tr>
<td>FY2024</td>
<td>4,470,453</td>
</tr>
</tbody>
</table>

### Recurring Expenditures

- Economic Development and ORI
  - FY2019: $262,181
  - FY2020: $452,792
  - FY2021: $461,848
  - FY2022: $471,008
  - FY2023: $480,506
  - FY2024: $490,117

- Marketing - Once a Day
  - FY2019: $37,888
  - FY2020: $75,775
  - FY2021: $ -
  - FY2022: $ -
  - FY2023: $ -
  - FY2024: $ -

- Park Ranger* (Transfer to the 101 Fund)
  - FY2019: $153,068
  - FY2020: $330,269
  - FY2021: $336,874
  - FY2022: $343,612
  - FY2023: $350,484
  - FY2024: $357,494

- ARU (Squad 56/57)* (Transfer to the 101 Fund)
  - FY2019: $195,030
  - FY2020: $198,931
  - FY2021: $202,909
  - FY2022: $206,967
  - FY2023: $211,107
  - FY2024: $ -

- GRT Admin Fee
  - FY2019: $50,293
  - FY2020: $136,253
  - FY2021: $136,252
  - FY2022: $136,252
  - FY2023: $136,252
  - FY2024: $ -

### Annual Debt Service

#### Loan Payments

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>-</td>
</tr>
<tr>
<td>FY2020</td>
<td>-</td>
</tr>
<tr>
<td>FY2021</td>
<td>-</td>
</tr>
<tr>
<td>FY2022</td>
<td>-</td>
</tr>
<tr>
<td>FY2023</td>
<td>-</td>
</tr>
<tr>
<td>FY2024</td>
<td>-</td>
</tr>
</tbody>
</table>

#### Repay 101 General Fund

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>1,800,000</td>
</tr>
<tr>
<td>FY2020</td>
<td>1,000,000</td>
</tr>
<tr>
<td>FY2021</td>
<td>1,000,000</td>
</tr>
<tr>
<td>FY2022</td>
<td>1,000,000</td>
</tr>
<tr>
<td>FY2023</td>
<td>1,000,000</td>
</tr>
<tr>
<td>FY2024</td>
<td>1,000,000</td>
</tr>
</tbody>
</table>

### Loan Funded Activities

#### Not Loan Proceeds

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>-</td>
</tr>
<tr>
<td>FY2020</td>
<td>-</td>
</tr>
<tr>
<td>FY2021</td>
<td>-</td>
</tr>
<tr>
<td>FY2022</td>
<td>-</td>
</tr>
<tr>
<td>FY2023</td>
<td>-</td>
</tr>
<tr>
<td>FY2024</td>
<td>-</td>
</tr>
</tbody>
</table>

#### FY2020 Phase 1 Loan Projects

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2020</td>
<td>10,000,000</td>
</tr>
</tbody>
</table>

### Net Loan Issuance

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>-</td>
</tr>
<tr>
<td>FY2020</td>
<td>-</td>
</tr>
<tr>
<td>FY2021</td>
<td>-</td>
</tr>
<tr>
<td>FY2022</td>
<td>-</td>
</tr>
<tr>
<td>FY2023</td>
<td>-</td>
</tr>
<tr>
<td>FY2024</td>
<td>-</td>
</tr>
</tbody>
</table>

### New Money

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>-</td>
</tr>
<tr>
<td>FY2020</td>
<td>2,152,189</td>
</tr>
<tr>
<td>FY2021</td>
<td>2,152,189</td>
</tr>
<tr>
<td>FY2022</td>
<td>2,595,030</td>
</tr>
<tr>
<td>FY2023</td>
<td>3,292,918</td>
</tr>
<tr>
<td>FY2024</td>
<td>4,470,453</td>
</tr>
</tbody>
</table>

### Cash Available for CTED Activities

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>-</td>
</tr>
<tr>
<td>FY2020</td>
<td>2,438,695</td>
</tr>
<tr>
<td>FY2021</td>
<td>2,152,189</td>
</tr>
<tr>
<td>FY2022</td>
<td>2,595,030</td>
</tr>
<tr>
<td>FY2023</td>
<td>3,292,918</td>
</tr>
<tr>
<td>FY2024</td>
<td>4,470,453</td>
</tr>
</tbody>
</table>

### Cash Funded Activities

#### FY2019 Activities

- Move the Roof: $95,000
- Safe Passages: $300,000
- Purchase Land-109 East Pinon: $660,000
- Demo Land-109 East Pinon: $109,000
- Wayfinding Signs: $160,000
- 205 E. Corcoran Drive: $58,108
- Shade Structures Message Centers: $416,532
- Park Ranger Vehicles: $165,888
- Bisti Bay at Brookside Water Park: $1,189,000
- Comprehensive Plan (FY2019-FY2020): $25,000
- Broadband Redundancy: $15,000
- Cottonwood Clinical Parking Lot: $60,000
- North Trail Construction and Development including Gateway Park Cor: $240,000
- Lake Farmington to BLM Trails: $50,000
- Aerial Adventures: $50,000
- Public Land Solutions Asset Plan: $3,248
- Extension of Aerial Adventures Feasibility and Marketability Study (Fee): $24,357
- Bike Lane Upgrade: $27,000

#### FY2020 Activities

- LIDA Incentives, Property Acquisition, targeted industry recruitment: $400,000
- MRA Investment: $100,000
- Complete Streets Placeholder: $1,200,000
- Rehabilitation, Expansion, and Replacement of Existing CTED Qualifying Infrastructure: $3,248

### Total Cash Funded Activities

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>1,644,133</td>
</tr>
<tr>
<td>FY2020</td>
<td>1,975,000</td>
</tr>
<tr>
<td>FY2021</td>
<td>-</td>
</tr>
<tr>
<td>FY2022</td>
<td>-</td>
</tr>
<tr>
<td>FY2023</td>
<td>-</td>
</tr>
<tr>
<td>FY2024</td>
<td>-</td>
</tr>
</tbody>
</table>

### Projected Cash Balance at 6/30

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019</td>
<td>(1,209,438)</td>
</tr>
<tr>
<td>FY2020</td>
<td>177,189</td>
</tr>
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<td>2,595,030</td>
</tr>
<tr>
<td>FY2022</td>
<td>3,292,918</td>
</tr>
<tr>
<td>FY2023</td>
<td>4,470,453</td>
</tr>
<tr>
<td>FY2024</td>
<td>5,627,230</td>
</tr>
</tbody>
</table>

---

- 5.3 -
RESOLUTION NO. 2019-1715


WHEREAS, the various commissions, boards, public bodies and the City Council of the City of Farmington have adopted days, times and places for regularly scheduled meetings of such public bodies, pursuant to the provisions of Resolution No. 2013-1466 and the Open Meetings Act (Sec. 10-15-1 et seq. NMSA 1978); and

WHEREAS, the City Council of the City of Farmington finds that such regular meeting days, times and places should be established, ratified, confirmed and permanently posted by the City Clerk of the City of Farmington as provided in Resolution No. 2013-1466.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FARMINGTON:

1. That the regular meeting days, times and places of the various commissions, boards, public bodies, and the City Council of the City of Farmington be, and the same hereby are ratified, confirmed and established as follows, to-wit:

<table>
<thead>
<tr>
<th>NAME:</th>
<th>REGULAR MEETING(S) HELD ON:</th>
<th>REGULAR MEETINGS HELD AT:</th>
<th>LOCATION WHERE A COPY OF AGENDA MAY BE INSPECTED PRIOR TO MTG:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Review Board</td>
<td>1st Thursday following the 1st Tuesday of each month, 6:00 p.m.</td>
<td>Council Chambers*</td>
<td>Community Development Dept., Municipal Annex, 805 Municipal Drive</td>
</tr>
<tr>
<td>Airport Advisory Commission</td>
<td>2nd Tuesday of each month, 4:00 p.m.</td>
<td>Executive Conference Room*</td>
<td>Airport Manager's Office, Four Corners Regional Airport, 1296 W. Navajo St.</td>
</tr>
<tr>
<td>Animal Services Advisory Commission</td>
<td>1st Tuesday of months of January, April, July, and Oct., 6:00 p.m.</td>
<td>Executive Conference Room*</td>
<td>Parks, Rec., &amp; Cultural Affairs Office, 901 Fairgrounds Road</td>
</tr>
<tr>
<td>Cable and Communications Commission</td>
<td>On Call**</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Improvements Advisory Commission</td>
<td>On Call**</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Citizen Police Advisory Committee</td>
<td>3rd Tuesday of months of January, March, May, July, Sept., and Nov., 6:00 p.m.</td>
<td>Executive Conference Room*</td>
<td>Administration Office*</td>
</tr>
<tr>
<td>City Council</td>
<td>2nd &amp; 4th Tuesday of each month, 6:00 p.m.</td>
<td>Council Chambers*</td>
<td>City Clerk's Office*</td>
</tr>
<tr>
<td>City Council Work Session</td>
<td>3rd Tuesday of each month, 9:00 a.m.</td>
<td>Executive Conference Room*</td>
<td>City Clerk's Office*</td>
</tr>
<tr>
<td>Community Relations Commission</td>
<td>1st Monday of each month, 4:00 p.m. unless this day is a City of Farmington Holiday, then the following Monday at 4:00 p.m.</td>
<td>Executive Conference Room*</td>
<td>Administration Office*</td>
</tr>
<tr>
<td>Committee</td>
<td>Time &amp; Date</td>
<td>Location</td>
<td>Contact Information</td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
<td>------------------------------------</td>
<td>----------------------------------------------------</td>
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</tr>
<tr>
<td>Electrical Code Advisory Committee</td>
<td>2nd Tuesday of months of February, May, August and November, 1:30 p.m.</td>
<td>Executive Conference Room*</td>
<td>Community Development Dept., Municipal Annex, 805 Municipal Drive</td>
</tr>
<tr>
<td>Farmington Parking Authority</td>
<td>On Call**</td>
<td></td>
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<tr>
<td>Fire Prevention Advisory Committee</td>
<td>On Call**</td>
<td></td>
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</tr>
<tr>
<td>Labor/Management Relations Board</td>
<td>1st Tuesday of months of February, May, August, and November, 3:00 p.m.</td>
<td>Executive Conference Room*</td>
<td>Administration Office*</td>
</tr>
<tr>
<td>Farmington Public Library Board</td>
<td>3rd Tuesday of months of February, April, June, August, October, and December, 4:00 p.m.</td>
<td>Farmington Public Library - Staff Conference Room, 2101 Farmington Avenue</td>
<td>Librarian's Office, 2101 Farmington Avenue</td>
</tr>
<tr>
<td>Lodger's Tax Advisory Board</td>
<td>On Call**</td>
<td></td>
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</tr>
<tr>
<td>Metropolitan Redevelopment Agency</td>
<td>3rd Tuesday of each month, 4:00 p.m.</td>
<td>HQ Building 119 W. Main St. Farmington</td>
<td>Community Development Dept., Municipal Annex, 805 Municipal Drive</td>
</tr>
<tr>
<td>Oil &amp; Gas and Geologic &amp; Engineering Hazards Advisory Commission</td>
<td>On Call**</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parks, Rec., and Cultural Affairs Commission</td>
<td>3rd Thursday of each month, 6:15 p.m.</td>
<td>Executive Conference Room*</td>
<td>Parks, Rec., &amp; Cultural Affairs Office, 901 Fairgrounds Road</td>
</tr>
<tr>
<td>Planning and Zoning Commission</td>
<td>Each Thursday following each 2nd and 4th Tuesday of each month, 3:00 p.m.</td>
<td>Council Chambers*</td>
<td>Community Development Dept., Municipal Annex, 805 Municipal Drive</td>
</tr>
<tr>
<td>Board of Public Utility Commissioners</td>
<td>2nd Wednesday of each month, 3:00 p.m.</td>
<td>Executive Conference Room*</td>
<td>Office of the Director of the Farmington Electric Utility System, MOC, 101 N. Browning Parkway</td>
</tr>
</tbody>
</table>

The City of Farmington will make every effort to provide reasonable accommodations for people with disabilities who wish to attend a public meeting. If you need to request that an accommodation be made, please notify the City Clerk's office (599-1106) at least twenty-four (24) hours before the meeting.

*Located in the Municipal Building, 800 Municipal Drive, Farmington, New Mexico, unless otherwise specified.

**Notice will be given as if for a special meeting pursuant to the provisions of Resolution No. 2013-1466.

2. The City Clerk is directed to permanently post a list of meetings aforesaid upon the bulletin board in the entrance to the Council Chambers in the Municipal Building, 800 Municipal Drive, Farmington, New Mexico and the City Attorney is directed to publish a list of meetings aforesaid in a newspaper of general circulation in San Juan County, New Mexico, which shall constitute notice of such regular meetings under Resolution No. 2013-1466 and the Open Meetings Act (Sec. 10-15-1 et seq. NMSA 1978).
3. That all notices, actions, postings and publications heretofore done or made to affect compliance with Resolution No. 2013-1466 be, and the same hereby are, ratified and confirmed.

PASSED, SIGNED, APPROVED AND ADOPTED this 28th day of May, 2019.

Nate Duckett, Mayor

SEAL

ATTEST:

Andrea Jones, Deputy City Clerk
MEMORANDUM

TO: Mayor, Council and City Manager
FROM: Dianne Smylie, City Clerk
DATE: May 21, 2019
RE: Local Election Act

As you are aware, House Bill 98, known as the Local Election Act, became law on July 1, 2018 and it repealed the Municipal Election Code in its entirety. At that time, I was not favorable to the idea of Opting-In to the Local Government Election Day because it would disrupt the normal election cycle, cost only minimally less and would interfere with the duties of the City Clerk.

However, House Bill 407 was enacted this legislative session which repealed the fees for participating in the Local Government Election Day. As a result, it is my recommendation that the Council adopt an ordinance opting-in to the Local Election Act with the next election being scheduled for November, 2021 (Districts 1 and 2). This will give all parties ample opportunity to digest the requirements of the Local Election Act.
AN ORDINANCE PURSUANT TO NMSA 1978, SECTION 1-22-3.1 TO OPT IN TO THE ELECTION OF THE MUNICIPAL OFFICERS OF THE CITY OF FARMINGTON IN THE REGULAR LOCAL ELECTION.

WHEREAS, on July 1, 2018 the Local Election Act went into effect as Chapter 1, Article 22, NMSA 1978 establishing the Regular Local Election, a consolidated election day for non-partisan local government bodies on the first Tuesday after the first Monday in November of each odd-numbered year; and

WHEREAS, the Local Election Act also established the Municipal Officer Election Day on the first Tuesday in March of even-numbered years; and

WHEREAS, the Local Election Act provides the option for each municipality to determine if its elective officers shall be elected on the Municipal Officer Election Day on the first Tuesday of March in even numbered years or at the Regular Local Election on the first Tuesday after the first Monday in November of odd numbered years; and

WHEREAS, the City of Farmington has considered the issues related to opting in to the Regular Local Election Act, including uniformity of procedure and convenience for the voters.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FARMINGTON, NEW MEXICO:

SECTION 1. MUNICIPAL OFFICERS TO BE ELECTED AT THE REGULAR LOCAL ELECTION

Pursuant to Subsection B of Section 1-22-3.1 NMSA 1978, the City of Farmington opts in to the election of its municipal officers in the November Regular Local Election.

SECTION 2. ADJUSTMENT OF TERMS TO CORRESPOND WITH NEW ELECTION DATE

To begin with the Regular Local Election held in November 2019, the terms of office for the current municipal office holders shall be adjusted, so that:

(A) municipal officers elected or appointed to a term ending in 2020 shall serve until December 31, 2021, the new term of the position shall be elected at the regular local election in November 2021, and the new term shall commence January 1, 2022; and

(B) municipal officers elected or appointed to a term ending in 2022 shall serve until December 31, 2023, the new term of the position shall be elected at the regular local election in November 2023, and the new term shall commence January 1, 2024.

SECTION 3. FILING WITH SECRETARY OF STATE

Following approval of this ordinance, the Municipal Clerk shall file a copy of the ordinance with the Secretary of State no later than June 30, 2019.

PASSED, SIGNED, APPROVED AND ADOPTED this 25th day of June, 2019.

Nate Duckett, Mayor

SEAL

ATTEST:

Dianne Smylie, City Clerk

- 7.1 -
TO: Mayor Duckett and City Council

FROM: Kristi Benson, CPPO, CPPB
Chief Procurement Officer

DATE: May 23, 2019

SUBJECT: RFQ/RFP: Farmington Comprehensive Plan 2040, #19-131050

USING DEPARTMENT: Administration

A Request for Qualifications (RFQ) opened on March 21, 2019. Six (6) offers were submitted. The evaluation committee concurred to short-list three (3) of the Offerors and invite them to submit a proposal (RFP).

A proposal opening was held on May 1, 2019, with all the three (3) short-listed firms responding. On May 13, 2019, Halff Associates, Inc. submitted a withdrawal letter formally removing themselves from further consideration. Presentations were given to Council from two (2) Offerors on May 21, 2019, Sites Southwest and Logan Simpson Design, Inc.

The Central Purchasing Department concurs with the recommendation from the evaluation committee to submit the two (2) offers to City Council for award consideration.

Kristi Benson, CPPO, CPPB (Presenter)
Council Meeting May 28, 2019 Close/Reopen

Copy to:
Teresa Emrich, Acting Administrative Services Director
File – 19-131050

Evaluation Committee:
Julie Baird, Administration
David Sypher, Public Works
Mary Holton, Community Development
John McNeill, MRA Board
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, May 14, 2019. 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

COUNCILORS

Nate Duckett

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

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

INVOCATION: The invocation was offered by Senior Pastor Armando Grijalva of GC Harvest.

Museum Director Bart Wilsey 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 April 23, 2019 and the minutes of the Regular Work Session of the City Council held April 16, 2019.

*BID: The Contracts Administrator recommended that the bid for purchase of high mineral density bond surface treatment (Public Works) be awarded to Andale Construction, Inc. as the sole bid of $315,074.14 is fair and reasonable and in the best interest of the City. Bids opened April 17, 2019.

*BID: The Contracts Administrator recommended the bid for purchase of chipseal surface treatment (Public Works) be awarded to FNF Construction, Inc. on its low bid after application of five percent in-state preference of $569,000. Bids opened May 7, 2019 with three bidders participating.

*ADOPTION OF AN OBLIGOR RESOLUTION regarding the government obligation contract dated as of July 1, 2019 between the City and Fleetwood Finance Leasing LLC for leasing services for an in-car and body camera system for the Police Department.

*LEASE AGREEMENT between the City and Kysar Office Complex, LLC for lease of Lots 6 through 9 of Block Two of the Arrington Addition for public parking purposes (term to April 30, 2022).

*WARRANTS PAYABLE for the time period of April 20, 2019 through May 11, 2019, for current and prior years, in the amount of $8,934,431.57.

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.
RECOGNITION OF SALVATION ARMY/OPERATION OF THE ROOF WINTER SHELTER

Mayor Duckett presented Captain Darla Malone and Jeff Winters with a plaque honoring the Salvation Army for 18 years of dedicated service to The Roof winter shelter.

RESOLUTION NO. 2019-1712/POLICE OFFICERS MEMORIAL DAY/POLICE WEEK

Mayor Duckett read in full Resolution No. 2019-1712 designating May 12 through 18, 2019 as Police Week. The title of the resolution being:

A RESOLUTION DECLARING MAY 15, 2019 AS POLICE OFFICERS MEMORIAL DAY AND MAY 12 THRU 18, 2019 AS POLICE WEEK.

After consideration of Resolution No. 2019-1712, a motion was made by Councilor Rodgers, seconded by Councilor Jakino that said resolution be passed and adopted as presented. The roll was called with the following result:

Those voting aye: Linda G. Rodgers, Sean E. Sharer, Jeanine Bingham-Kelly, Janis Jakino

Those voting nay: None

The presiding officer thereupon declared that four Councilors having voted in favor thereof, the said motion carried and Resolution No. 2019-1712 was duly passed and adopted.

RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION:

*CONSENT AGENDA: Acting Community Development Director David Sypher requested that the Planning and Zoning Commission recommendation marked with an asterisk (*) be placed on the Planning and Zoning Commission Consent Agenda and voted on without discussion by one motion. He asked that if the items proposed did not meet with approval of all Councilors or if a citizen so requested, the item would be removed from the Consent Agenda and heard in regular order.

*(1) Adoption of the recommendation from the Planning and Zoning Commission as contained within the Community Development Department Action Summary to approve Petition No. ZC 19-27 from Randy Rogers requesting a zone change from the SF-7, Single-Family Residential, District to the GC, General Commercial, District for 0.25 acres of a 1.11-acre lot located behind 6007 East Main Street, east of Pryor Court and north of Pryor Lane.

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

APPOINTMENTS TO THE PARKS, RECREATION & CULTURAL AFFAIRS COMMISSION

Mayor Duckett asked the Council's consideration of the appointment of Deborah Cutler (term to September 2021), George Golombowski (term to September 2020) and Richard Griffiths (term to September 2019) as members of the Parks, Recreation & Cultural Affairs Commission.

Thereupon, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to confirm the appointments of Deborah Cutler, George Golombowski and Richard Griffiths as members of the Parks, Recreation & Cultural Affairs Commission, as recommended by the Mayor, and upon voice vote the motion carried unanimously.

APPOINTMENT TO THE ADMINISTRATIVE REVIEW BOARD

Mayor Duckett asked the Council's consideration of the appointment of Brian Erickson as a member of the Administrative Review Board (term to October 2020).

Thereupon, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to confirm the appointment of Brian Erickson as a member
of the Administrative Review Board, as recommended by the Mayor, and upon
voice vote the motion carried unanimously.

COUNCIL BUSINESS

Proposed Ban on the Sale of Miniature Bottles of Alcohol

At the request of Mayor Duckett, it was the consensus of the
Council to direct the Legal Department to determine whether the City has
the authority to ban the sale of miniature bottles of alcohol.

Passing of Patrick Rodgers

Noting that she lost her husband to cancer on April 20, 2019,
Councilor Rodgers thanked the governing body, staff and the community as
a whole for their outpour of support during this difficult time.

PRESENTATION OF THE PROPOSED FISCAL YEAR 2020 BUDGET

Utilizing a PowerPoint presentation, City Manager Rob Mayes
presented, for the public’s knowledge, the proposed Fiscal Year 2020
budget. Noting that this presentation is similar to the one made before
the Council on May 7, 2019, Mr. Mayes reviewed the economic trade area
for the City of Farmington; explained the geographical boundaries of the
Metropolitan Area (MSA); and noted the industry targets being
focused on by the City. He also reviewed the 40-year gross receipts tax
("GRT") revenue history and pointed out that the Consumer Price Index
("CPI") has increased by 24 percent since 2009 but that the City’s GRT
revenue is 4 percent below that same year despite implementation of all
three authorized Hold Harmless gross receipts tax increments. Mr. Mayes
reviewed the aggregate GRT tax rates with regard to City, State and
County, noting that Farmington only receives 40 cents for each dollar of
GRT collected. Continuing with his presentation, Mr. Mayes reported that
the City also has relatively low property taxes and offers low electric
and water utility rates along with infrastructure that is well
maintained. He explained how the Hold Harmless GRT phase-out enforced by
the State legislature is negatively impacting current and future services
and pointed out that staff has been deferring maintenance on City
facilities due to budget constraints. He reviewed two options that are
being considered in this year’s budget to address these maintenance
concerns, noting that staff is recommending that the services being
offered by the Farmington Indian Center be relocated to the Bonnie Dallas
Senior Center and other Parks & Recreation facilities and that the E3
Children’s Museum be relocated to the Farmington Museum at Gateway Park.
He explained that consolidation of services will eliminate redundancy and
help the City achieve financial sustainability.

Mayor Duckett asked for comments from the Council.

Councilor Sharer agreed that budgetary constraints are a concern,
but stated that he does not support the relocation of the E3 Children’s
Museum to the Farmington Museum because he is unsure that there is
adequate space and is concerned about unsupervised children running
through the building. He agreed that a multi-generational facility is a
good idea but feels that more planning needs to be done.

There being no further comments from the Council, Mayor Duckett
asked for comments from the members of the audience.

Catalina Liles, 2606 Edgecliff Drive, stated that she believes that
the Farmington Museum is one of the community’s "gems" and also voiced
concern for unsupervised children. She contended that both programs will
suffer if the services are consolidated.

In response to inquiry from Teresa Shultz, Mayor Duckett announced
that there are no plans in the proposed Fiscal Year 2020 budget to close
Lions Pool or the Recreation Center. He stated that this is only a rumor
that got started on social media.

Kate Dvorak, 3475 Highland View Drive, announced that she did not
live here when the water park was being proposed, but stated that she
would have opposed it. However, she did express her support for the
Farmington Museum and the Library and contended that the Farmington
Museum is not a place for children unless a separate wing is constructed.
Meghan Shea, 2902 La Napa Street, reported that she moved here 13 years ago and has “fallen in love with the services” that are offered. She urged the Council to retain the E3 Children’s Museum at its current location.

Ken Kirschner, 2312 E. 12th Street, suggested that the City annex additional area in an effort to expand the tax base, similar to what was done in Manhattan to create what is now known as Greater New York.

Etta Arviso, 9 Road 5050, announced that she does volunteer work and annually organizes a benefit dinner at the Farmington Indian Center. She expressed her support for this facility and urged the Council not to consolidate its services.

Christine Wood, 3004 Crestridge Drive, stated that she is a middle school teacher and strongly believes that the various services being provided to the community’s youth will help curtail mental health issues. She expressed her strong support for keeping the E3 Children’s Museum at its current location.

Bobby Watchman, 5105 Largo Street, announced his support for the Farmington Indian Center, noting that the facility is often used by his friends and family.

Lilly Davis, 3513 Piedra Vista Drive, also expressed her support for keeping the E3 Children’s Museum at its current location.

There was no further response to the Mayor’s call for comments.

PROJECT SELECTION/LOCAL GOVERNMENT TRANSPORTATION PROJECT GRANT

Directing the Council’s attention to pages 7.0 through 7.3 of the agenda materials, City Manager Rob Mayes reported that the State’s Local Government Transportation Project (“LGTP”) Fund has a budget of $50 million for Fiscal Year 2020 which will be divided equally (approximately $8 million) between the six districts. He noted that applications must be submitted to the Metropolitan Planning Organization by May 27 and recommended that Piñon Hills Boulevard Extension Phase 1, Foothills Drive Enhancement Phase 3 and San Juan Boulevard Resurfacing be submitted for funding consideration. He pointed out that if a project is selected the City will be required to contribute five percent, but noted that 95 percent of the cost will be grant funded.

Following brief discussion, a motion was made by Councilor Sharer, seconded by Councilor Jakino to direct staff to proceed with submitting a grant application for funding from the Local Government Transportation Project for the three projects listed above and that the City Manager be authorized to affirm that the City will provide the required five percent match, and upon voice vote the motion carried unanimously.

CLOSED MEETING

A motion was made by Councilor Rodgers, seconded by Councilor Sharer to close the meeting to discuss request for proposals for financial advisor services, pursuant to Section 10-15-1H(6) NMSA 1978, and to receive advice from the City’s legal counsel regarding a matter of pending litigation (City of Bloomfield vs. City of Farmington), pursuant to Section 10-15-1H(7) NMSA 1978. The roll was called with the following result:

Those voting aye: Linda G. Rodgers
Sean E. Sharer
Jeannine Bingham-Kelly
Janis Jakino

Those voting nay: None

The presiding officer thereupon declared that four Councilors having voted in favor thereof, the said motion carried.

The Mayor convened the closed meeting at 8:16 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 Jakino to
open the meeting for further business, and upon voice vote the motion carried unanimously.

The open meeting was reconvened by the Mayor at 8:39 p.m. with all members of the Council being present.

REQUEST FOR PROPOSALS/FINANCIAL ADVISOR SERVICES

Chief Procurement Officer Kristi Benson reported that proposals for financial advisor services (Administrative Services) opened on April 2, 2019 with two offerors participating. She recommended that the proposal be awarded to RBC Capital Markets, LLC 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 proposal for financial advisor services to RBC Capital Markets, LLC, 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 Rodgers, seconded by Councilor Sharer to adjourn the meeting at 8:41 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 28th day of May, 2019.

Entered in the permanent record book this day of , 2019.

Nate Duckett, Mayor

ATTEST:

Andrea Jones, Deputy City Clerk
Special Work Session of the City Council, City of Farmington, New Mexico, held Tuesday, May 7, 2019 at 9:00 a.m. in the Executive Conference Room at City Hall, 800 Municipal Drive, Farmington, New Mexico, in full conformity with the rules, regulations and ordinances of the municipality.

At such meeting the following were present, constituting a quorum:

**MAYOR**
Nate Duckett

**COUNCILORS**
Linda G. Rodgers
Sean E. Sharer
Jeanine Bingham-Kelly
Janis Jakino

constituting all members of the 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

ORDINANCE NO. 2019-1317/AMENDING ORDINANCE NO. 2019-1315 PERTAINING TO STREET IMPROVEMENTS

City Attorney Jennifer Breakell presented an ordinance amending Ordinance No. 2019-1315 pertaining to the Series 2019 street improvements bond and stated that notice of intent to consider said ordinance has been published two weeks prior to final action upon the ordinance as required by Section 3-17-3 NMSA 1978 Compilation. She recommended the ordinance, if adopted, be given the number 2019-1317. The title of the ordinance being:


After consideration of Ordinance No. 2019-1317, a motion was made by Councilor Sharer, seconded by Councilor Rodgers that said ordinance be passed and adopted as presented. The roll was called with the following result:

Those voting aye: Linda G. Rodgers
Sean E. Sharer
Jeanine Bingham-Kelly
Janis Jakino

Those voting nay: None

The presiding officer thereupon declared that four Councilors having voted in favor thereof, the said motion carried and Ordinance No. 2019-1317 was duly passed and adopted.

AMENDED AND RESTATED AGENCY AGREEMENT/ENCHANT ENERGY LLC, ENCHANT ENERGY CORPORATION AND ACME EQUITIES LLC
City Attorney Jennifer Breakell explained that the proposed Amended and Restated Agency Agreement between the City, Enchant Energy LLC, Enchant Energy Corporation and Acme Equities LLC is essentially changing the name from ACME Equities LLC to its wholly owned entities Enchant Energy LLC and Enchant Energy Corporation.

Thereupon, a motion was made by Councilor Rodgers, seconded by Councilor Jakino to approve the Amended and Restated Agency Agreement, as presented, and upon voice vote the motion carried unanimously.

LETTER OF COMMITMENT AND CO-APPLICANT/U.S. DEPARTMENT OF ENERGY GRANT/CARBON SEQUESTRATION FEASIBILITY STUDY

City Attorney Jennifer Breakell reported that Enchant Energy is applying for a U.S. Department of Energy grant regarding a carbon sequestration feasibility study at San Juan Generating Station ("SJGS") and is requesting the City's participation as a co-applicant, noting that the City has site access to SJGS as an owner which is a requirement of the grant. She confirmed that there is no cost to the City for the study outside of her time spent on the grant preparation and Electric Utility Director Hank Adair stated that the grant would cover the study's full cost which is estimated at $5 million.

Following brief consideration, a motion was made by Councilor Jakino, seconded by Councilor Sharer to approve the letter of commitment and to authorize the City to become a co-applicant for a U.S. Department of Energy grant for a carbon sequestration feasibility study at San Juan Generating Station, as presented, and upon voice vote the motion carried unanimously.

FISCAL YEAR 2020 PRELIMINARY BUDGET

City Manager Rob Mayes commended Acting Administrative Services Director Teresa Emrich, Financial Analyst Olena Erickson, Controller Brooke Quintana and Staff Accountant Ross DeVargas for their tireless efforts during the current budget process and he emphasized that the preliminary budget being presented today is not "set in stone". He discussed the current state of the City’s financial atmosphere and he reported that the ConocoPhillips to Hilcorp transition, job losses at San Juan Mine, the reduction of local construction projects and the gross receipts tax ("GRT") Hold Harmless distribution reductions have all significantly impacted the City's GRT revenue. Mr. Mayes explained that the newly-enacted legislation regarding GRT on internet sales will provide the City with $500,000 in each of the next two fiscal years until the full percentage is allotted in Fiscal Year 2022 ("FY22") and he stated that staff is projecting GRT revenue for FY20 level with the budgeted revenue for FY19, noting that the projection is two percent higher than the current projected actual FY19 revenue. He announced that the proposed preliminary budget includes a two percent raise for all employees and strong investments in Public Safety (Police and Fire) and Information Technology ("IT") and pointed out that funding for Park Rangers and the ARU (Alternative Response Unit) is proposed to utilize monies from the Community Transformation and Economic Diversification ("CTED") Fund. He pointed out that deferred maintenance and aging facilities are areas of concern that are not addressed in this budget and he stated that staff is recommending that the Farmington Indian Center ("FIC") and the E3 Children’s Museum ("E3") buildings be closed, emphasizing that it is recommended that the programming and mission of those valuable services be relocated to existing facilities such as the Bonnie Dallas Senior Center and the Farmington Museum at Gateway Park. He explained that this type of service consolidation helps to eliminate redundancy and move the City toward financial sustainability and noted that this is likely the beginning of several tough decisions regarding the City’s financial sustainability and the services it provides to the community.

Mayor Duckett expressed his desire to maintain the mission and programming of the FIC and E3 if the facilities are closed, noting that the museum and library are natural places for additional children’s programming and he stated that he believes additional IT support is an important area of need.

Councilor Sharer agreed that relocating the programming of the FIC and E3 is the “right move” and he stated that he is not opposed to the two percent employee raise, noting that employees are asked to take on more responsibilities as positions are left unfilled.

Councilor Rodgers expressed her support of the two percent employee raise and she requested that staff provide the Council with an up-to-date listing of all of the deferred maintenance with estimated associated costs.
Utilizing a PowerPoint presentation, Mr. Mayes explained the budget process and pointed out that there was an initial $7 million gap between departmental legitimate needs and the realistic projected revenues, noting that the preliminary budget is balanced without utilizing cash reserves. He reviewed the GRT revenue history and pointed out that the Consumer Price Index ("CPI") has increased by 24 percent since 2009 but that the City's GRT revenue is four percent below that same year despite implementation of all of the authorized Hold Harmless increments. Mr. Mayes reviewed the aggregate GRT tax rates with regard to City, State and County and he reported that the City also has relatively low property taxes and offers low electric and water utility rates along with infrastructure that is well maintained. He reviewed the local option GRT unimposed increments and explained that the Hold Harmless GRT phase-out imposed by the State Legislature is negatively impacting current and future budgets. He provided an expenditure summary broken down by fund along with pie charts illustrating expenditures and revenue sources and he stated that the preliminary FY20 General Fund budget is 0.5 percent ($566,221) less than the FY19 adjusted budget.

**RECESS**

Mayor Duckett called a recess at 10:27 a.m.

The meeting was reconvened by the Mayor at 10:36 a.m. with all members of the Council being present.

In response to the Mayor's inquiry, Acting Administrative Services Director Teresa Emrich detailed the City's current debt service obligations.

Directing the Council's attention to the spreadsheet titled, "Governmental Funds GRT Expenditure Budget Evaluation (101, 201, 202, and 203 Funds)", Mr. Mayes explained how the spreadsheets are formatted and pointed out that the "Total Adjustments" column in red ink is the difference between departmental staff's requested expenditures versus the proposed FY20 budgeted amount. He briefly reviewed the expenditure summary by each fund and announced that this spreadsheet is a "recap" of the numerous detailed expenditure spreadsheets included in the budget books that have been provided to the Council. At Councilor Rodgers' request, Mr. Mayes reviewed the process of eliminating expenditure requests to achieve a balanced budget.

Continuing with the presentation, Ms. Emrich reviewed in detail the proposed budgets for each department and division. In regards to the reductions in the City Manager/Public Affairs/Intra-Government budget, Mr. Mayes reported that the budget includes a contribution reduction of $73,660 to Four Corners Economic Development which will result in a total contribution of $80,000. Responding to Councilor Rodgers' question, Mr. Mayes confirmed that the City is self-insured with the exception of stop-loss insurance. At the Council's request, Library Director Karen McPheeters discussed the impacts of the reduction to the Library's budget and she happily announced that the traveling exhibit *Thinking Money for Kids* will be displayed in February 2020.

**RECESS**

The Mayor called a recess for lunch at 12:15 p.m.

The meeting was reconvened by the Mayor at 12:49 p.m. with all members of the Council being present.

Ms. Emrich resumed her review of the proposed budgets for the remaining departments and divisions. Concluding the presentation, Mr. Mayes pointed out that more in-depth spreadsheets are located in the budget books for Council's review and he requested that the Council provide staff with any input for the Capital Improvement Plan ("CIP") since there will not be an additional presentation or dedicated budget session regarding it.

Responding to Councilor Jakino's question, Mr. Mayes stated that if the FIC and E3 services consolidation is approved staff will research the most efficient way to return the buildings to the private sector.

Following brief consideration, there was a consensus from the Council to proceed with the preliminary FY20 budget as presented and to notify the public of the potential consolidation of services of the Farmington Indian Center and E3 Children's Museum. Mr. Mayes noted that a public input session is scheduled for the May 14, 2019 regular City Council meeting, formal action on the preliminary budget is scheduled for the May 21, 2019
regular City Council Work Session and final action is scheduled for the May 28, 2019 regular City Council meeting.

STRATEGIC PLANNING/COMMUNITY TRANSFORMATION AND ECONOMIC DIVERSIFICATION FUND

Directing the Council’s attention to the distributed handout titled, “CTED Activity Listing,” City Manager Rob Mayes reported that this is a long “laundry list” of projects that will be presented to the Council at next week’s Special Work Session and stated that staff is not providing any recommendations regarding any major projects for the Community Transformation and Economic Diversification (“CTED”) Fund. He explained that all or a portion of the CTED Fund monies could be bonded to accomplish large projects and he stated that approximately $10 million would be available if half ($2.2 million) of the annual funds were bonded for a 5-year period dependent on interest rates. Referring to the handout titled, “12 Year Fund Projection,” Mr. Mayes reviewed staff’s proposed budget for the next 12 years and discussed how the worksheet can assist the Council in planning bond cycles and associated projects.

Mayor Duckett expressed concern that the ARU (Alternative Response Unit) has been budgeted as a recurring expense out of the CTED Fund. In response, Mr. Mayes stated that staff is proposing this funding source because the unit works in concert with the approved Park Ranger unit which utilizes the CTED Fund. Councilor Sharer suggested that the CTED Fund provide the funding for the ARU for FY20 and consideration could be given to transfer the recurring expense to the new Public Safety increment fund in future years.

Councilor Rodgers questioned whether deferred maintenance of existing facilities such as the library and Piñon Hills Golf Course could utilize CTED Fund monies and requested that staff provide a listing of capital needs of City facilities. Mayor Duckett announced that the CTED Fund is intended to improve the quality of life, drive economic development and transform the community which includes “refreshing” existing facilities and he pointed out that building new facilities is not always the most beneficial option.

Mayor Duckett pointed out that the Comprehensive Plan update is a proposed expenditure in FY19 and FY20 and stated that he believes the updated plan is important especially with the implementation of the CTED Fund. Mr. Mayes reported that the Council will select the vendor for the Comprehensive Plan update after presentations from the top offerors are given at a future Council meeting.

The Council gave consensus to retain the ARU and Comprehensive Plan update expenditures in the CTED Fund for FY20.

Staff provided a brief update and answered various questions regarding the possibility of installing artificial turf on the baseball field at Ricketts Park, the new auditorium addition to the Farmington Museum, the Complete Streets project, the shade structures at Lake Farmington and the timeline and obstacles surrounding the completion of Bisti Bay at Brookside Park.

There being no further business to come before the Council, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to adjourn the meeting at 2:17 p.m.

APPROVED this 28th day of May, 2019.

Nate Duckett, Mayor

Andrea Jones, Deputy City Clerk
Special Work Session of the City Council, City of Farmington, New Mexico, held Monday, May 13, 2019 at 9:00 a.m. in the Executive Conference Room at City Hall, 800 Municipal Drive, Farmington, New Mexico, in full conformity with the rules, regulations and ordinances of the municipality.

At such meeting the following were present, constituting a quorum:

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

constituting all members of the Governing Body.

Also present were:

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

STRATEGIC PLANNING/FISCAL YEAR 2020 BUDGET/COMMUNITY TRANSFORMATION & ECONOMIC DIVERSIFICATION FUND (CTED)

Providing opening remarks, Mayor Duckett reported that the purpose for today’s meeting is to provide direction to staff regarding the projects to be budgeted in the Community Transformation & Economic Diversification (“CTED”) Fund for Fiscal Year 2020. He suggested that for the next two years, monies from the CTED Fund be earmarked for improvements to existing facilities instead of bonding for new projects.

City Manager Rob Mayes directed the Council’s attention to a handout titled, “CTED Activity Listing” and he asked the Council to score each of the projects listed alphabetically based on their level of interest and return it to staff within the next week. He explained that this will help staff determine which projects are of the most interest. He also reviewed in detail the handout titled, “204 Economic Development and ORII Expenditures - FY2020 Project Budget,” and noted that $307,142 of revenue is currently unallocated. He also directed the Council’s attention to a handout titled, “14 Year Fund Projection” for CTED and pointed that this sheet offers scenarios for bonding half of the revenues available in the CTED Fund beginning in the year 2022.

Noting that 20 percent of the salary, taxes and benefits associated with the Public Affairs Administrator have been allocated to the CTED Fund, Mayor Duckett stated that he believes that communication is key to making the outdoor recreation industry initiative (“ORII”) successful and suggested that staff consider allowing amateur and/or professional drone and GoPro footage on the City’s social media outlets. Discussion followed concerning the efforts being made by the Convention & Visitors Bureau (“CVB”) to market the outdoor recreation activities and the permitting requirements of the Bureau of Land Management (“BLM”) regarding commercial and organized groups filming on federally-owned property.

At the request of Councilor Rodgers, Economic Development Director Warren Unsicker explained the efforts that are being made to attract new business to the area. Mr. Mayes reminded the Council that the City’s contribution to Four Corners Economic Development is proposed to be reduced from $155,000 to $80,000 this year in an effort to more directly focus on Farmington’s economic development while still contributing to the regional efforts.

Mr. Mayes reported that, at this time, staff intends to transition the meeting to the presentation portion and he asked ORII Director Cory Styron to address the Council.

Utilizing a PowerPoint presentation, Mr. Styron reminded the Council that the outdoor recreation industry employs 6.1 million
individuals and is the fourth largest economic sector when comparing annual consumer spending. He also noted that it is possible to do all 10 of the outdoor recreation sectors within 90 miles of Farmington, but pointed out that New Mexico is currently ranked sixth with regard to the outdoor recreation economy. Mr. Styron provided the Council with a copy of the Outdoor Recreation Industry Confluence Accords adopted by the States of Colorado, Montana, North Carolina, Oregon, Utah, Vermont, Washington and Wyoming and stated that he believes that it is important to keep the seven principles of conservation, stewardship, education, workforce training, economic development and public health and wellness at the forefront as the outdoor recreation industry progresses in our community. He displayed a video that was developed by the Arkansas Department of Parks and Tourism that showcases the mountain bike trails that have been developed in the area and their economic impact.

Mr. Styron introduced Doug McKim, Outdoor Recreation Specialist for the BLM. Addressing the Council, Mr. McKim reported that the BLM will be celebrating the opening of the Brown Spring campground and off-highway vehicle (OHV) training area this Saturday from 12:00 p.m. to 5:00 p.m. and he invited them to attend. He also noted that the BLM has 1) partnered with San Juan County for the recreational trails grant to enhance existing trails and provide better parking areas; 2) is installing a double-vault toilet, a shade structure and doing road improvements in the Bisti wilderness area; 3) is installing a double-vault toilet and has expanded the parking area at the Alien Run Mountain Bike trail; and 4) has received additional grant funding in Fiscal Year 2021 for additional improvements in the Glade area to include directional signage, parking and access.

Mayor Duckett expressed his appreciation for the amount of money that has been invested in the trails programs over the past five years and stated that he is pleased that the federal, state and local governments are working together for a common good. He suggested that the City include a link on its website for access to the interactive maps being offered by the San Juan County Geographical Information Systems Department.

RECESS

Mayor Duckett called a recess at 10:55 a.m.

The meeting was reconvened by the Mayor at 11:05 a.m. with all members of the Council being present.

Bicycle Connectivity

Public Works Director David Sypher introduced Traffic Engineer Isaac Blue Eyes and reported that staff has identified 32 dead-end bicycle pathways with regard to the north-south connection and access to the Animas River. As a result, he noted that staff was tasked with the responsibility of trying to resolve some of the issues and has identified 12 solutions that will cost less than $25,000.

Utilizing a PowerPoint presentation, Mr. Blue Eyes reported that staff has identified opportunities for new bikeways through the use of signs, shared lanes, restriping and a couple of road diets. He noted that the first part of the presentation will focus on improving bikeways to the Animas River with the second part focusing on City facilities and the Main Street Complete Streets project. With regard to connectivity to the Animas River, Mr. Blue Eyes recommended that Miller Avenue between Murray Drive and Broadway be restriped to include four-foot bicycle paths on each side (estimated cost of $2,700); that two flashing beacons be installed at the intersection of Main Street and Tucker Avenue to provide direct access to the All Veterans Memorial Park and the Animas River trails (estimated cost of $11,000); and that a bicycle/equestrian trail be constructed along the Echo Ditch from Southside River Road to Animas Park located on Browning Parkway on property owned by Piñon Hills Community Church (cost to be incurred by the church). He also reviewed a plan to create a bikeway along Broadway by removing the concrete medians from Cedar Street to Ivie Street and installing asphalt for restriping. However, he noted that the cost to complete this project is $361,300 so staff is not recommending completion at this time. Moving to the second part of his presentation, Mr. Blue Eyes recommended that North Sullivan Avenue between 20th Street and 30th Street be reduced to two lanes with six-foot bike paths being developed on each side (estimated cost of $3,100); that the four driving lanes on South Sullivan Avenue between
Main Street and San Juan Boulevard be reduced to two with six-foot bike paths on each side (estimated cost of $850); that 20th Street between Sullivan Avenue and Carlton Avenue be restriped to add two, four-foot bicycle lanes (estimated cost of $1,600); that a connection from 20th Street to Bisti Bay at Brookside Park water park be established by restriping Cooper Street, 15th Street, Boyd Avenue and 18th Street to create shared lanes (no cost since the markings and signs will be absorbed in the Streets Division budget); that Main Street from Auburn Avenue to Court Avenue be restriped to include two, eleven-foot travel lanes, two six-foot parking assist lanes and two, eight-foot parking lanes (this cost is also being absorbed in the Streets Division budget); and that the number of travel lanes on Main Street from Fairgrounds Road to San Juan Boulevard be reduced from seven to five with two, five-foot bike lanes on each side (estimated cost of $4,000). He also recommended that Main Street from Court Avenue to Fairgrounds Road be widened by five feet on both sides to allow for four travel lanes and two bike lanes, but noted that this option is not being recommended at this time due to the $1.4 million cost estimate.

Mr. Mayes highlighted the potential political ramifications that the Council should carefully consider before approving staff’s recommendations to reduce traffic lanes.

Following a detailed discussion concerning the political ramifications balanced by the safety improvements of reducing the number of travel lanes on Sullivan Avenue and Main Street, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to direct staff to immediately proceed with staff’s recommendations to increase bike connectivity utilizing $27,000 from the CTED Fund.

RECESS

Mayor Duckett called a recess for lunch at 11:44 a.m.

The meeting was reconvened by the Mayor at 12:19 p.m. with all members of the Council being present.

Acknowledging that there is not adequate time to discuss all of the projects listed in today’s presentation, Mayor Duckett suggested that the projects not discussed at today’s meeting be scheduled for consideration at future regularly-scheduled meetings of the City Council.

Aerial Adventures

Utilizing a PowerPoint presentation, Mr. Styron reviewed the proposed aerial adventure projects being proposed at Lake Farmington, noting that the estimated cost to construct the twin tower system on the north end is $1.5 million. He also pointed out that two operational models have been analyzed, one where the City operates the facility and a second where it is operated by a professional partner, noting that the cash flow projections and operational analysis is more favorable with the second option. He also pointed out that an over-the-water challenge adventure at Lake Farmington and an aerial adventure at Berg Park have also been proposed but are not being recommended at this time.

Following further discussion and consideration, it was the consensus of the Council to direct staff to proceed with a request for proposal to determine whether there is private interest in the construction and operation of the twin tower aerial adventure at Lake Farmington.

Cabins at Lake Farmington

Mr. Styron presented a proposal to offer cabins at Lake Farmington, noting that this will also be a public/private partnership whereby 10 to 20 cabins are installed, maintained and serviced by a private partner with the City providing electricity and rough site development. He also pointed out that the cabins would be subject to lodgers tax.

Following further discussion and consideration, it was the consensus of the Council to direct staff to proceed with a request for proposal to determine whether there is private interest in installing, maintaining and servicing cabins at Lake Farmington.

All Abilities Park
Mr. Mayes reported that there is a stakeholder group interested in partnering with the City for the purpose of developing an all abilities park at the former Tibbets Middle School located at the corner of Auburn Avenue and Butler Avenue, noting that the Farmington School District is seriously considering transferring the ownership of that property to the City. Mr. Styron explained that an all abilities park is designed to accommodate all levels of disability from autism to physical mobility and noted that statistics indicate that 16 percent of the population have some type of disability. He showed videos of all abilities parks located in Clark County, Missouri, Round Rock, Texas, and Rio Rancho, New Mexico and stated that these parks now serve as destination playgrounds for those communities. He also noted that the Carrie Tingley Hospital Foundation and Special Olympics have expressed interest in this project.

Mayor Duckett questioned whether the Farmington Museum would be a better location for this park since staff has been discussing the development of an "iconic park" at that location. In response to inquiry from Councilor Rodgers concerning the existing track at the Tibbets property, Mr. Mayes assured her that plans envision some type of track being maintained at the all abilities park once it is constructed.

Councilor Sharer expressed his support for the project at the Tibbets location.

Following further discussion, it was the consensus of the Council to direct staff to proceed with scheduling the stakeholder group to make a presentation to the Council which could result in a request of $75,000 for the conceptual design of an all abilities park. Furthermore, staff was directed to proceed with negotiating the property transfer from the Farmington School District to the City.

Pickleball Courts at Brookside Park

Noting that pickleball is an emerging sport, Mr. Styron recommended that one of the tennis courts at Brookside Park be resurfaced to create two pickleball courts.

Mayor Duckett questioned whether two courts is enough when there are three tennis courts at Brookside Park.

After further discussion, it was the consensus of the Council to direct staff to obtain a bid for converting all of the tennis courts at Brookside Park to pickleball courts.

Ricketts Park Artificial Turf

Parks, Recreation & Cultural Affairs Director Shana Reeves reported that a company provided the City with a quote of $1,503,321 to remove the natural turf and install artificial turf at Ricketts Park. She stated that the artificial turf will reduce annual maintenance costs by $50,564 per year; will need to be replaced every 8 to 10 years at an estimated cost of $900,000; will require the "wear spots" to be replaced every three years at a cost of $8,000; will require policy changes with regard to rental use, sunflower seeds, saliva and footwear; is versatile for softball, baseball and other stadium events but will require the purchase of additional netting at a cost of $40,000; and will require the purchase of event flooring for graduations at a cost of $350,000. She noted that other proposed improvements at Ricketts Park include retrofitting of the lights at a cost of $255,000 and amenity updates (such as bullpens and chain link fencing) at a cost of $48,500. She recommended that the multi-step bid process be pursued for the artificial turf, noting that this will ensure that the best product is selected for the facility.

Mayor Duckett announced that the condition of Ricketts Park has been concerning for the Connie Mack players for the past few years. In response, Ms. Reeves reported that she is confident that the field will be in good shape for this year’s season since staff has laser-graded the infield, replaced the dirt and added soil conditioner, purchased new equipment to drag the baselines and provided training to the employees.

Mayor Duckett noted that Farmington Municipal Schools has committed $300,000 to either offset the cost of the turf or to provide additional maintenance to the natural turf and stated that he is seeking direction from the Council on how to proceed with this project in Fiscal Year 2020. In response, Ms. Reeves assured him that staff will make wise decisions.
when maintaining the natural turf knowing that all of the stakeholders are urging the City to install artificial turf in the near future.

Following further discussion, it was the consensus of the Council to direct staff to proceed with the multi-step bid process for replacing the natural turf with artificial turf, as recommended by staff.

There being no further business to come before the Council, a motion was made by Councilor Rodgers, seconded by Councilor Sharer to adjourn the meeting at 1:32 p.m.

APPROVED this 28th day of May, 2019.

Nate Duckett, Mayor

SEAL

ATTEST:

Andrea Jones, Deputy City Clerk