

# Administrative Services Department

January, 2013

The January 2013 **Gross Receipts Tax** report is shown below. January reflects November business activity.

	<u>Month</u>	<u>YTD</u>
January FY13 GRT Received (Gross)	\$ 4,050,909	28,411,956
January FY13 Budget	\$ 4,350,493	29,513,641

### Budget to Actual

Month of January	<b>(6.9%)</b>	(Unfavorable)
Fiscal Year to Date	<b>(3.7%)</b>	(Unfavorable)

### **GRT - Major Sectors**

#### **Month-Over-Month Comparison**

#### **January - FY2013**

Single Month	Jan. FY13	Jan. FY12	\$ Change	% Change
Mining, Oil, Gas	\$ 154,189	\$ 230,585	\$ (76,000)	(33%)
Construction	268,849	232,018	\$ 37,000	16%
Manufacturing	143,934	239,706	\$ (96,000)	(40%)
Wholesale Trade	165,217	218,319	\$ (53,000)	(24%)
Retail	1,714,535	1,776,465	\$ (62,000)	(3%)
Prof, Scientific, Technical	209,277	194,491	\$ 15,000	8%
Healthcare & Assistance	319,437	302,636	\$ 17,000	6%
Accommodations / Food Svc.	283,472	297,481	\$ (14,000)	(5%)
Other Services	447,285	374,302	\$ 73,000	19%
Misc./ Unclassified	344,714	386,016	\$ (41,000)	(11%)
Total	\$ 4,050,909	\$ 4,252,019	\$ (201,000)	(4.7%)

### **GRT - Major Sectors**

#### **Year-Over-Year Comparison**

#### **July - Jan. FY 2013**

7 Month Period	FY13 YTD	FY12 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 1,098,649	\$ 1,777,887	\$ (680,000)	(38%)
Construction	1,840,375	1,459,314	\$ 381,000	26%
Manufacturing	1,234,268	1,817,694	\$ (583,000)	(32%)
Wholesale Trade	1,342,855	1,596,449	\$ (254,000)	(16%)
Retail	11,257,069	11,749,755	\$ (493,000)	(4%)
Prof, Scientific, Technical	1,477,978	1,393,043	\$ 85,000	6%
Healthcare & Assistance	2,358,774	2,243,887	\$ 115,000	5%
Accommodations / Food Svc.	2,149,006	2,107,542	\$ 41,000	2%
Other Services	3,155,324	2,875,774	\$ 280,000	10%
Misc./ Unclassified	2,497,657	2,489,760	\$ 8,000	0%
Total	28,411,956	29,511,104	(1,099,000)	(3.7%)

Misc. Sectors: Agriculture, Utilities, Transportation, Info./Cultural, Finance/Ins., Real Estate, Admin./Waste Mgt., Entertainment

\* In the month of January 2012 the City received in the industry sector category of "Other Services" a one-time GRT assessment for prior period business activities. The amount was estimated to be \$900,000 and the January 2012 actual amount has been reduced by \$900K for comparison purposes.

- 47 new Business Registrations were issued during the month of January; 7 were changes of ownership of existing businesses and 2 were changes from home occupation to registration (moved to a commercial location).
- 655 business registration renewals were processed.
- 16 solicitor licenses were issued to Farmington Flyer Coupon Magazine (Corbet & Marianne Hoover) and ARM Security/Vivint (Jeremy Cummings, Alexander Morrow, Joshua Wilson, Johnny M. Johnson, Joshua D. Phillips, Steven M. Sloan, Monica Minton, Matthew Minton, Scott Mendenhall, Jacob K. White, Kenneth M. Cox, Joshua Schellenberg, Richard Shoff and Kurtis Kvenvold). Solicitor licenses are good for three months. Always ask to see a copy of the license before you consider purchasing any item or service from a door-to-door salesman. If they can't present one, call my office at 599-1170 or non-emergency dispatch at 334-6622 if it is afterhours or on the weekend.
- 55 Requests to Inspect Public Records were processed.
- Conducted a public hearing before the City's liquor hearing officer for Coffee House Deli & Hot Spot Cyber.

### **AGENDA ITEM LIST**

**NOTE:** The items listed are tentatively scheduled and are subject to change.

#### 2/12/13 CC

\*Minutes – 1/15/13 WS & 1/22/13 CC

\*Bid -- Expansion to the Farmington Museum at Gateway Park (Potter)

\*Bid – power transformers (Waresback)

\*Bid – multi-term contract for scrap metal disposal (Dunn)

\*Approval of Anesi Purchase Agreement (Mayes/Campbell)

Recommendation from the Metropolitan Redevelopment Area Commission -- Authorization of Use of \$75,000 in MRA Funds for the Downtown Streetscape/Gateway Project (Holton/Isenberg)

Public Hearing – Citizen Participation Plan (Peterman)

??Street Name Change (Holton) (Shea Heights)

Council Business – discussion of Pay Plan; discussion of the Governing Body Rules of Procedure (Sandel)

City Manager business – appointment to SJRMC Corporation (Mayes)

#### 2/19/13 WS

Bid – power transformers (Waresback)

Presentation – Watershed groups (Montoia/Campbell) (will have PP presentation/submitted Kbox ticket)

#### 2/26/13 CC

Bid – MOC expansion west (Potter)

Recommendation on leasing fiber and bandwidth (Campbell)

Closed/Open – RFP – Alcoholic beverage concessionaire at the Civic Center (Rowland)

### **PENDING COUNCIL CONSENSUS ITEMS IN PROCESS**

- Research and explore phasing options for annexation of Crouch Mesa, beginning with Highway 64 corridor
- Continue work on annexation of southwest Farmington
- Develop scope of work and proposal for updating City of Farmington comprehensive plan
- Develop a list of the top 10 Oil & Gas Producers inside the City limits, top 10 construction projects for this year, top 10 for next year

- **Administration Activities:**

1. CD Staff continue to provide technical assistance to the MRA Commission on a “Complete Streets” design for Main Street, a developer incentive proposal, and development of other potential MRA funding proposals.

- **Building Inspections Activities:**

Permits were issued for the following projects:

1. Ice House, 2851 W Apache St.
2. Tenant improvement remodel at Retail Endeavors, 5150 E Main St.
3. Interior remodel for Safeway, 3450 E Main St.
4. Interior remodel for Kysar Insurance, 300 West Arrington St.
5. Interior remodel for Wal-Mart, 1400 West Main St.
6. Interior remodel for Turbo Care, 411 N Allen Ave.
7. Remodel for Century Link, 411 N Allen Ave.
8. Tenant improvement remodel for Inizio in the Animas Valley Mall.
9. Five building permits for new single family residences.

Plans are currently under review for the following projects:

1. New Dollar General Store, 1110 South Dustin Road
2. Revised plans for Four Corners Foundation’s A Path Home, 520 Hydro Plant Road.
3. Tenant improvement remodel for Best Buy Mobile in the Animas Valley Mall.
4. Exterior remodel for Go Wireless, 4917 E Main St.
5. Interior remodel for Boot Barn, 4601 E Main St.

The Division issued 5 Certificates of Occupancy for new single family residence and 3 Certificates of Occupancy for commercial buildings, and performed 518 inspections.

- **Planning Division Activities:**

1. Staff accepted, reviewed, processed, and/or presented the following petitions: 2 rezoning petitions; 1 SUP petition; 1 preliminary plan petition; and, 2 variance petitions. Additionally, staff reviewed and processed, and as applicable, inspected and/or issued: 10 summary plats; 1 zoning verification letter; 10 business license zoning verifications; 1 liquor certification letter; 2 address verification/assignment letters; 3 UDC violation complaints; 2 well site inspections; 1 UDC court case; reviewed 9 sets of building permit plans for UDC compliance; and, met with 78 counter visitors to answer inquiries and/or approve permit plans.

- **Community Development Block Grant (CDBG) Activities:**

1. Staff has been making preliminary plans for the key stages of the 2014-2018 Consolidated Plan, including drafting a proposed timeline and drafting the proposed Citizen Participation Plan. Once finalized, both draft documents will be presented to the public and to the City Council.
2. Staff continues working on implementing the 2012 Action Plan projects, and is planning activities associated with the 2013 Action Plan.

- **Metropolitan Planning Organization (MPO) Activities:**

1. On January 22, the Policy Committee approved 2 applications for federal safety funds: \$375,000 to reconstruct the signal at the San Juan Blvd/Scott intersection in Farmington; and, \$6,172,000 to build a traffic signal at US 550/NM 173 and improve sight distance and sharp curves on the first mile of NM 173 in Aztec.
2. Staff completed their review of the 2012 traffic count data and posted average daily traffic volumes and speed/class data to the MPO website.
3. Staff participated in a VISUM traffic model workshop/webinar with NMDOT on January 24.
4. An overview of the new Transportation Alternatives Program (TAP) was presented at both the Policy and Technical committee meetings. Staff provided comments to NMDOT Planning on the draft goals and performance measures to be used for the TAP competitive process.
5. The draft report of the FHWA MPO Review was provided to staff for review and comment. The final report is expected to be completed in February.

**Administration**

1. Ongoing review of Cost of Service/Rate Design Model
2. NMMEA 2<sup>nd</sup> quarter financial report submitted to NMDFA
3. Currently working on Electric utility FY2014/2015 budget
4. Quarterly Meeting with Enterprise Products
5. Department Annual Budget Preparation

**Compliance – NERC/WECC, Environmental, Safety:**

1. Submitted numerous reports as required by EPA and NERC.
2. Compliance Division Logo, Mission and Program developed
3. CIP Mock Audit with Intellibind - on site Feb 11-15

**Engineering:**

1. An estimate is being prepared to serve the new animal shelter. The service will originate near the MOC main gate where switchgear will be installed for the new service.
2. A fourth circuit out of the rebuilt Mesa Sub is being designed to accommodate additional load and improve reliability by splitting the circuit going north from the part of the circuit going east into Farmington.

**Transmission and Distribution:****Construction:**

1. Completed new 3-phase underground feed to Ricketts Park
2. Completed 3000' line extension for 2 new Energen wells in Largo Canyon.

**Relay:**

1. Upgrading Navajo Generation protection and controls systems
2. Continuing fiber-optic build out to new Tibbett's Middle School

**Meter Shop:**

1. Installed 10 new 480 volt services for gas wells
2. Completed training review for Installers on voltage checks and tampering

**Generation:**

1. Navajo scheduled outage and controls upgrade begun and in-progress
2. Generation proposed FY 2014 budget submitted
3. San Juan BART compliance plan meetings on-going
4. Animas total estimated gas sale – 23,100 mmbtu; Bluffview gas sale - zero
5. Animas total estimated gas buy – 1,800 mmbtu; Bluffview total estimated gas buy – 1,800 mmbtu

**Control Center:**

1. Dwight Arthur switching substation data base check out complete in EMS/SCADA
2. Cyber Vulnerability Assessment completed.

**Operating Statistics:**

Animas Plant MWh: 11,733	Bluffview Plant MWh: 40,564	Navajo Plant MWh: 919
San Juan Plant MWh: 23,077	WAPA MWh: 10,613	Purchase Power MWh: 12,871
Peak Demand MWh: 158	(Percent decrease: -7.6%)	
Monthly System Energy MWh: 100,638	(Percent decrease: -6.97%)	

**System Outages:**

1. Lee Acres 4503 circuit locked out for about 2 hours due to three phase line and poles down. About 780 customers were affected but also lost about 3.9 mw of commercial at the same time.
2. Bergin 842 circuit locked out for about 45 minutes due to car hitting pole breaking it and dropping lines to the ground. About 1300 customers affected.

**Customer Care:**

1. Mail outsourcing - test files are being created and will be sent to us by Feb. 18th. We will respond by Feb. 22nd and if all tests go well, they will install and go live March 5th.
2. Awaiting estimate from Avaya to move the PBX system from Police to Customer Service.
3. Continuing work on Civic Plus/Citizen Tracker. New web site to go live March 1st.

<i>CALL TYPE</i>	<i>NUMBER OF RESPONSES</i>
Structure Fires	3
Vehicle Fires	3
Brush/Grass Fires	1
Rubbish/Dumpster Fires	2
Other Fires	0
Rescue/Emergency Medical	427
False Alarms	50
Mutual Aid Given	3
Hazardous Materials Response	8
General Hazard Response	13
Other Responses	123
<b>TOTAL</b>	<b>633</b>

### TRAINING

- Driver Operator: Aerial Operations. Training on ladder truck, fire ground operations.
- EMS Training: Respiratory emergencies conducted for all shifts by San Juan Regional Paramedic Kelli Sandoval.
- Shift Tech Training: All shift personnel received new burn permit training by Fire Marshall Popa.
- Technical Rescue: Equipment maintenance conducted by A shift personnel.
- Hazardous Materials: Equipment maintenance conducted by B shift personnel.
- Wildland Team: Equipment maintenance conducted by C shift personnel.
- 4 firefighters completed the 40-hour IFSAC Fire Officer 2 class at SJC.
- Training for emergency vehicle repair technician, Seagraves mechanic orientation with Albuquerque Fire Department.
- Training for emergency vehicle repair technician, E-One pump repair training in Florida.

### MISCELLANEOUS

- Numerous public events and station tours.
- Polar Plunge Special Olympics-EMS Stand-by
- Fire Department members participated with SWAT on monthly training.
- Wildland team coordinator participated in community preparatory meetings.

(Yearly Totals Are Calendar Year)

Vehicle Maintenance Division:

- Vehicle Job Orders Completed 611
- Service Calls Completed 42

Building & Maintenance Division:

- Active Job Orders 206
- Completed Job Orders (Month) 174
- Completed Job Orders (YTD) 174

Red Apple Transit Division:

- Ridership (Month) 12,161
- Ridership (YTD) 12,161

Maintenance Projects:

- Sustained freezing temperatures caused significant damage to the fishing pier supports at Farmington Lake. Crews cut loose and salvaged the pier platform.
- Construction has started on restroom facilities at Westland Park.
- City electricians have been coordinating the installation of air conditioner condensers at the Farmington Aquatic Center.

Status of Construction Projects:

- Civic Center Remodel – Construction is proceeding on schedule. Steel has been erected for the new partitions and the large roll up door has been removed. Electrical work is proceeding including preparation to move a transformer in mid-February.
- Animal Shelter – The groundbreaking has been scheduled for February 13, 2013 at 3:00 pm on site. A number of onsite utility conflicts have been addressed and Jaynes is set to move on site on February 4<sup>th</sup>.
- Farmington Museum Expansion – The bid for construction was published on Jan. 6, 2013. A Pre Bid meeting was held Jan. 23<sup>rd</sup>. The bid opening date has been revised to February 20, 2013 due to the volume of questions at the pre bid meeting and concurrent bidding schedule with the MOC Electrical West Expansion.
- Fire Station #1 – An environmental inspector has tested Fire Station #1 for asbestos and other hazardous materials in preparation for demolition information needed for construction bid documents. We are awaiting the results. A review of Design Development is scheduled for February 1<sup>st</sup>. The design team is on schedule to present final design to City Council in April and seek approval to begin the bid process.

**Four Corners Regional Airport**

(Percentage Change YTD)

Enplanements:	1,412	Up 0.66%
Deplanements:	1,325	Up 0.65%
Air Traffic Operations:	2,818	Down 14.4%
Fuel Flowage (gallons):	32,645	Down 1.1%
Car Rental Revenue (Dec):	\$10,000	Up 9.04%
Restaurant:	\$1,500 (min)	Down 24.9%

**PERSONNEL DIVISION**

Job Openings (January):

Regular/FT - 12

Temporary/PT - 3

Inter-Division-Regular/Ft - 6

Inter-Department Regular/FT - 1

**Total: 22 positions**

Terminated Employees (January): 6 Full-time \*\*\*5 (Temporary/Seasonal)

New Employees Hired (January): 6 Full-time \*\*\*3 PT/Seasonal

**PAYROLL*****PP# 01***

Direct Deposits	835
Regular Checks	124
Total Checks printed	959**
Gross Pay	\$1,656,790.28
Net Pay	\$1,085,864.01
Regular Employees	712
Temporary Employees	247

***PP# 02***

Direct Deposits	847
Regular Checks	116
Total Checks printed	963**
Gross Pay	\$1,641,782.12
Net Pay	\$1,079,014.59
Regular Employees	706
Temporary Employees	240

*\*\* Note: This includes supplemental and garnishment/child support checks***HR General**

- Continue to implement New Compensation plan per Council directive. Implementation complete. Third appeal to Hay Group provided to City Manager.
- Finalized TPA with CCMIC. February 1 effective date.

*The IT Department welcomes Debi Dalton aboard as our new Help Desk Analyst!*

### Enterprise Systems Division

#### General Activities

- Continued work on EZ-Pickins data mining, produced cost allocation reports for Finance, Produced PD Magic vehicle damage data for Traffic. Wells Fargo auto pay setup.

#### C2G UT on-line payment counts for January, 2013 - a growth of 354 C2G customers in 1 month

- 17,328 - customers have started enrollment, 15,418 - customers have completed enrollment
- For the month of 01/13 - 2,835 C2G Utility customers made payments in the amount of \$472,135.82

#### C2G Business License on-line Renewal counts as of January, 2013

- 183 Businesses have renewed their licenses via the web for a total of \$6,435.00

#### Selectron IVR Utility payments for January, 2013

- 2,607 IVR Utility customers made payments in the amount of \$331,530.27

#### System i usage statistics for January, 2013

- Active users – 647, Total Interactive Sessions - 45,467, Average response time - 0.02 seconds

### Computer Operations Division

#### Continuing projects

- 10 new PC installs, 1 Laptops, Fiber Projects (60%), TSA Remodel, Lions Pool – POS/Rectrac setup

#### Completed projects

- 2 PC Failures, 1 Trojan infections, 4 new PC installs, 1 Laptops, 1 PC Rotation, Nature Center POS setup, Animal Shelter POS setup, Fire Station Alerting System

#### Police Dept. IT

- 630 trouble calls (20 call outs), 177 Video requests (120 internal, 57 external), 4 server PMs, 7 PC PMs, 22 Laptop updates, Setup 3 new PCs.
- Continuing server consolidation project (97%), Briefing, Staff Conference, and Report writing room upgrades (92%), PD network rewiring project (60), completed annual accreditation computer system audit.

### Library Management Systems

- Working to replace the four wifi phones at the service desks, replaced failed Bluesocket server, replaced belt assembly on Public Printer, worked on issues with the Selfcheck machines not emailing out properly
- Server room air conditioning system is down again, looking into replacement with larger system

### Geographic Information Systems

#### Finished Projects

- Numerous map requests, Updated E911 Addressing Jurisdiction boundaries, completed Mesa Verde Crosswalk update, updated parcel and subdivision datasets, drawing revisions, site drawings, and construction plans

#### Current Projects

- Easements for whole City, COF Real Property Map, updating/correcting zoning dataset, Road ROW and easements for entire City, new address data model design, work order mapping, substation drawings, building feeder maps in Futura Subdivision parcels

### Help Desk

#### Departmental Ticket Statistics

- Tickets created: **289**
- Tickets closed: **273**
- Average satisfaction rating of **4.9** (out of 5) based on **86** responses.

#### Other Activity

- Our new Help Desk Analyst, Debi Dalton, started work on 1/28/2013. We'll be glad for the help!
- Worked with Enterprise Division on the formatting of W2 forms.

- Assisted with multiple public records requests.

Library

January, 2013

**Farmington Public Library Monthly Report for January 2013**

<b>Total number of operating hours, January 1 through January 31:</b>	<b>296</b>
<b>People served January 1 through January 31:</b>	<b>33,315</b>
<i>Daily average:</i>	<i>1,234</i>
<i>Materials checked out January 1 through January 31:</i>	
<i>(includes downloadable media)</i>	<i>40,158</i>
<i>Daily average:</i>	<i>1,487</i>
<i>Computer users January 1 through January 31:</i>	<i>7,221</i>
<i>Daily average:</i>	<i>267</i>
<i>Farmington Public Library Programs January 1 through January 31:</i>	
Total number of programs:	80
Total number of attendees:	1,545

**Shiprock Branch Library Monthly Report for January 2013**

<b>Total number of operating hours, January 1 through January 31:</b>	<b>198</b>
<b>People served January 1 through January 31:</b>	<b>3,101</b>
<i>Daily average:</i>	<i>163</i>
<i>Materials checked out January 1 through January 31:</i>	<i>728</i>
<i>Daily average:</i>	<i>38</i>
<i>Computer users January 1 through January 31:</i>	<i>1,305</i>
<i>Daily average:</i>	<i>69</i>
<i>Shiprock Branch Library Programs January 1 through January 31:</i>	
Total number of programs:	1
Total number of attendees:	10

**Power Library Monthly Report for January 2013**

<b>Total number of operating hours, January 1 through January 31:</b>	<b>32</b>
<b>People served January 1 through January 31:</b>	<b>630</b>
<b>Materials checked out January 1 through January 31:</b>	<b>34</b>
<b>Computer users January 1 through January 31:</b>	<b>297</b>
<b>Power Library Programs January 1 through January 31:</b>	
Total number of programs:	28
Total number of attendees:	629

**Patron Comments:**

“The staff has always been amazing. I brag about our library, it is the best library I’ve found and in FARMINGTON none the less! So this is officially a thank you to the staff and everyone involved with making it such a wonderful place.” – Rachael

“I took an Ipad class at the Farmington Library at the beginning of January and wanted to say my thanks to...the library for learning more about my Ipad. You and the other instructor were amazing at assisting us all with our specific needs.” – Denise

## Police Department

January, 2013

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### Statistics

There were **5,689** calls for service, and **676** Offense Reports taken in the month of January. The department made **456** adult arrests (**64** were DWI), and issued **77** Municipal Citations. There were **359** warrants issued through the department, and **137** of them were either served or cancelled. Of the **359** arrest warrants, **222** remain active.

### Traffic

**126** Accidents were processed and of these, none were fatal, **18** had injuries reported, **27** reported only property damage, and **10** were hit & run reports. **1,340** traffic citations were issued along with **956** warning citations. **28** of the **126** accidents were alcohol related.

### Events

The SWAT Team was activated on three different occasions in the month of January. The first was to assist the San Juan Sheriff's Office with an armed subject who had children with him inside of his home. SWAT members negotiated with the man and he eventually surrendered without further incident. The next call was to assist the Gallup Police with an intoxicated barricaded subject who threatened his girlfriend with a shotgun and had discharged a round. Farmington SWAT members were able to negotiate with the suspect, and he eventually surrendered without further incident. The third call out was a high risk search warrant on a subject with a lengthy violent criminal history including robbery and weapons charges. The subject also claimed to have shot a Colorado Police Officer. The suspect was taken into custody and numerous weapons, drugs, and other illegal items were seized.

On January 2, 2013, at approximately 9:54 pm, officers were dispatched to a residence on Melba Lane on a shots fired call. Upon arrival officers learned that a male and two female subjects forced their way into a residence at gunpoint. Threats were made to the family and property was taken prior to them exiting the residence. As the three subjects fled to a waiting vehicle, several shots were fired. Detectives responded and the suspect, 40 year old Alton Lee King was arrested and charged with Aggravated Burglary (2nd degree), Conspiracy to commit Aggravated Burglary (3rd degree), Armed Robbery (2nd degree), Conspiracy to commit armed robbery (3rd degree), Abuse of a Child (3rd degree), Aggravated Assault with Deadly Weapon (4th degree), Shooting from a motor vehicle (4th degree), Possession of a firearm by a felon (4th degree), Negligent use of a deadly weapon (4th degree), and Battery.

On 01/09/13, officers were dispatched to 905 N. Allen on a burglary in progress. The suspects were identified as 4 females who forced entry and stole a large TV and stereo. They fled in a vehicle and were soon pursued by police. The suspects abandoned the vehicle and fled on foot. A perimeter was set up and 2 of the involved females were located and charged with Burglary. A third female was identified and charges are pending.

**Aquatic Center** – During January, the Aquatic Center hosted the Piedra Vista and Farmington High School Four Corners Invitational with 200 participants. There was an American Red Cross Lifeguarding Course, which had six participants successfully pass the course. Approximately 60 patrons took advantage of the \$1.00 off Aquacise classes in January promotion at the Aquatic Center and Lions Pool.

**Animal Shelter** – In the month of January 2013, the Animal Shelter took in 631 animals: 110 city dogs, 226 county dogs, 82 city cats, 83 county cats, 12 miscellaneous from the city and 6 from the county. Through rescue groups we have placed 151 animals: 126 dogs, 24 cats, 1 Rabbit.

**Civic Center** – The Civic Center is seeing big changes! The exhibit hall construction is well underway and will be completed by the end of March. Various meetings and parties were held during the month of January. The Farmington Civic Center Foundation for Performing Arts presented the hit production Drumline Live on January 26<sup>th</sup>. Upcoming productions include Spamalot on February 26<sup>th</sup>, which is presented by the Foundation, and Rhythm of the Dance, presented by the Civic Center, on March 1<sup>st</sup>.

**Crouch Mesa Community Center** – Crouch Mesa Community Center has successfully been open for three months. Our average daily usage is 65 kids. We will be offering a monthly Keep It Clean class on the third Tuesday of every month from 3:30-4:30pm. The facility hours are 3-6pm Monday through Friday and 10-6pm on Saturday. CMCC is located at 4500 Wildflower Mesa Drive in Farmington.

**Farmington Indian Center** – The Indian Center hosted a winter Navajo Shoe Game (Keshjee'), with two hundred twenty-five people in attendance. The Indian Center served a total of 2,872 customers, 2179 were restaurant customers. Miss Indian Farmington applications for the June pageant are now available.

**Golf Courses** – During January, both Civitan and Piñon Hills Golf Courses remained closed due to the winter weather and snow cover. Staff at Piñon Hills continued winter maintenance on equipment and repainting golf course signage and accessories. Also, many requests for 2013 golf tournaments began coming in and staff has been working on developing the summer event calendar.

**Museum Systems** – The Farmington Museum hosted a pre-bid meeting for companies that will be submitting bids for constructing the expansion. The E3 Children's Museum & Science Center opened a new exhibit titled: "Wild About Plants" from the Boston Children's Museum. The Riverside Nature Center is working on plans to create an entrance to the Xeriscape Garden with a small pavilion, interpretive signage, and donor recognition.

**Parks Operations** – The crews started the month by removing all the Christmas decorations; we recycled Christmas trees for the public to use. Crews continue to replace worn out timbers with concrete curbs in some of the parks and cleared out underbrush at Civitan Lake. We took delivery of the new scoreboard for Rickets and are in the process of installing it. Our new outdoor portable stage arrived and will be used this year for special events. Trees around City Hall are being pruned to keep them healthy and safe for the public to be around. Trenching at Westland Park was done so that water and electric could be run for the new restrooms and trenching and backfill was completed at the Recreation Center for the relocation of a gas line. The crews aided the Civic Center in setting up and taking down the Drumline Live show.

**Park Planning** – Landscape working drawings and cost estimates were prepared for the city property at 20th and Municipal St. The exercise cluster for Berg West Park was coordinated with donor and manufacturer. Preliminary landscape plan and cost estimate were prepared for Fire Station #1. Concept plan and estimate were prepared for the proposed trail connection between Animas Park and Gateway Museum. Landscape working drawings are underway for the new animal shelter.

**Recreation Center** – The Recreation Center staff began scheduling, planning, and preparing for upcoming programs and events for the new year. During January, the Recreation Center hosted a Saturday Night Fun! for kids with 14 registered participants. As usual during the winter months, the Recreation Center saw an increase in Racquetball, Wallyball, and Basketball play. The Coed and Women's Volleyball Leagues resumed their season games after having a two-week holiday break.

**Senior Center** – We brought in the New Year with a bang with the Bar-D Wranglers playing to a packed house of 204. Grant & Randy also enjoyed the large group that danced the night away following the show. In addition, it was our pleasure to honor and celebrate our many volunteers who were present for the Appreciation Dinner.

**Sycamore Park Community Center** – Sycamore Park Community Center held the annual Cake Walk hosting 69 people for a fun evening. February is gearing up to be busy with our Free Interview Seminar on Saturday, February 2<sup>nd</sup> from 9-noon, Cupcake Wars and Craft Fair on Saturday, February 9<sup>th</sup> from 10-3pm, and the annual Daddy Daughter Ball on Saturday, February 23<sup>rd</sup> from 6-8pm.

- Farmington Reach – Navajo Municipal Pipeline Project: Bureau of Reclamation approved project final report; Public Works and Legal staff working with BOR in preparing Transfer of Title and Operations, Maintenance and Replacement Agreements as required by Congress.
- Piñon Hills Boulevard East -- Bohannon-Huston engineering/design work at 90% completion – meeting scheduled February 14<sup>th</sup> for review with NMDOT; FONSI approved by FHWA and NMDOT. NMDOT STIP -- FY2015 for intersection and construction of roadway to Hubbard has been added to the STIP (\$3 million); documents submitted to NMDOT for review.
- Secondary access to Piedra Vista High School – Consolidated Constructors, final asphalt lift will be placed spring 2013; road will remain closed to all traffic until project is completed; fencing of right-of way is on-going; Traffic signal upgrade at English Road and PHB intersection – scheduled spring 2013. Preparing reimbursement request to school district.
- 4W Pump Station for Tibbetts Middle School: Farmington Municipal Schools / Triad Construction –contractor completed punch list; awaiting project close out and donated asset transfer from the school district to the City.
- FEMA Storm Cleanup – structural work in Porter, Hood, and Glade arroyos and at La Plata River Crossing / Piñon Hills Blvd. in process.
- Miscellaneous projects: *Main/Apache traffic signal* – received reimbursement; *La Plata Highway waterline project*: received BLM permit, awaiting NMDOT permit (submitted additional data requested by NMDOT for Archaeological and Cultural Survey); *Tibbetts Middle School sewer project* – bid opening held on Jan 30<sup>th</sup> – 8 bidders; bid award Feb 5<sup>th</sup>, project completion May 31<sup>st</sup>; *Municipal Drive, 1C Tank to 20<sup>th</sup> Street* – water line replacement – in design, construction spring 2013.
- NMDOT FY12 COOP Project – Airport/Municipal resurfacing, project complete, submitted reimbursement request to NMDOT.
- NMDOT FY13 MAP Project – Apache Street Resurfacing, Auburn to Butler – concrete work ongoing as weather permits, resurfacing to scheduled
- COF Master Drainage Plan: report received from HDR, presentation of report will be scheduled.
- SAFE ROUTES TO SCHOOL: *Non-infrastructure*: Developing promotional campaign, “No Phone Zone,” for Mesa Verde Elementary, funding request submitted to NMDOT for one year extension; *Phase 1 Infrastructure* includes sidewalk improvements for Apache, McKinley and NE Elementary schools, design completed by City, Lee Engineering certifications forwarded to NMDOT for review and approval; *Phase 2 Infrastructure* includes sidewalk improvements for Animas and McCormick Elementary schools, submitted funding request to NMDOT.
- East Main Adaptive Traffic Signal Control System: submitting documents to NMDOT for contract award of \$500,000 (federal funds - \$400,000 / City match - \$100,000).
- Traffic crews continue routine signal maintenance, sign straightening and signal communications upgrades. Sign Replacement – project ongoing. Crosswalk markings – materials received, installation scheduled, weather permitting. Working with Country Club Elementary regarding traffic issues. MOC Entrance Study – draft report under review. Browning Parkway speed reader boards received; installation to be scheduled. Signal rebuild at Main and Cliffside in process. Working with the Downtown Design Committee on street lighting issues. E. Main Fiber optic cable installation project in process, cabinet installation scheduled weather permitting.
- Streets: Heavy Equipment and truck crews are blading dirt streets and hauling materials as needed. Asphalt crews continue repairing potholes and patching street cuts with recycled asphalt. Sweepers continue routine in residential areas and on arterial streets while the Roadside crews are picking up trash and spraying herbicide on concrete medians around guard rails, gravel medians and right-of-ways. Concrete crews are working on structural concrete in Hood Arroyo and continue repairing sidewalk and curb, weather permitting.