

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

	<u>Month</u>	<u>YTD</u>
November FY14 GRT Received (Gross)	\$ 4,127,866	\$20,811,089
November FY14 Budget	\$ 3,733,616	\$19,462,688

Budget to Actual

Month of November	10.6%
Fiscal Year to Date	6.9%

GRT - Major Sectors

Month-Over-Month Comparison

November - FY2014

Single Month	Nov. FY14	Nov. FY13	\$ Change	% Change
Mining, Oil, Gas	\$ 223,457	\$ 134,400	\$ 89,000	66%
Construction	219,145	291,959	\$ (73,000)	(25%)
Manufacturing	201,929	184,820	\$ 17,000	9%
Wholesale Trade	189,326	181,310	\$ 8,000	4%
Retail	1,602,805	1,541,014	\$ 62,000	4%
Prof, Scientific, Technical	216,525	197,805	\$ 19,000	9%
Healthcare & Assistance	317,609	330,668	\$ (13,000)	(4%)
Accommodations / Food Svc.	310,028	294,297	\$ 16,000	5%
Other Services	478,269	443,096	\$ 35,000	8%
Misc./ Unclassified	368,773	338,770	\$ 30,000	9%
Total	\$ 4,127,866	\$ 3,938,140	\$ 190,000	5%

GRT - Major Sectors

Year-Over-Year Comparison

November FY 2014

5 Month Period	FY14 YTD	FY13 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 1,036,798	\$ 783,312	\$ 253,000	32%
Construction	1,134,870	1,339,014	\$ (204,000)	(15%)
Manufacturing	890,824	878,467	\$ 12,000	1%
Wholesale Trade	962,571	956,178	\$ 6,000	1%
Retail	8,157,126	7,971,978	\$ 185,000	2%
Prof, Scientific, Technical	1,086,846	1,099,816	\$ (13,000)	(1%)
Healthcare & Assistance	1,702,929	1,689,465	\$ 13,000	1%
Accommodations / Food Svc.	1,601,835	1,561,532	\$ 40,000	3%
Other Services	2,287,286	2,270,426	\$ 17,000	1%
Misc./ Unclassified	1,950,005	1,799,781	\$ 150,000	8%
Total	20,811,089	20,349,970	461,000	2%

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

- ✚ 26 new business registrations (including two Christmas tree lots and one auction) were issued during the month of November, 2013.
- ✚ 3,595 business registration renewal letters were mailed on November 27. This is a decrease of 45 from 2012 and a decrease of 78 from 2011. The breakdown is as follows:

Contractors:	554
Exempt (non-profits):	59
Home occupations:	617
Regular registrations:	2277
Security Guard companies:	10
Licenses:	78
- ✚ 48 requests to inspect public records were processed.
- ✚ Clerk and Deputy City Clerk attended Election School in Albuquerque November 6 through 8 (sponsored by the New Mexico Municipal League).

AGENDA ITEM LIST

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

12/10/13 CC – Darnell out

*Minutes – 11/5/13 WS, 11/12/13 CC and 11/19/13 WS

*Paratransit vans for Red Apple Transit (Rowland)

*Recommendation from Liquor Hearing Officer/Giant #7220 (D. Smylie)

P & Z x 3 (all consent)

Unfinished Business: Petition Nos. ZC 13-09 & SUP 13-09 Masada House (Holton)

Public Hearing/Resolution re: 2012 CAPER (Peterman)

Proposed Ordinance (final action) Kozimor/Little Creek annexation (Burnham)

Proposed Ordinance (final action) Park Rangers-Animal Control Officers (Burnham)

12/17/13 WS

?Presentation-Four Winds funding challenges (Jolene Schneider, Executive Director)

Atlantic Aviation lease agreement (Campbell)

Closed/Open – RFP for GPS Field Inventory for FEUS (Benson)

1/7/14 WS

Closed/Open – RFP for outage management & interactive voice response systems (Benson)

1/14/14 CC

1/21/14 WS

Election Notice (D. Smylie)

Cancellation of the March 4 Work Session due to Election (D. Smylie)

Administration Activities:

1. Staff continues working on two annexation proposals.
2. Departmental staff attended training at the 2013 New Mexico State Data Users Conference.

Building Inspection Activities:

Permits were issued for the following projects:

1. Supercharging station for Tesla Motors, Inc., 4200 Sierra Vista Drive.
2. Communication tower upgrade for American Tower Corporation, 1400 Hutton Avenue.
3. Fuel canopy for Bubble City Car Wash, 3125 Bloomfield Highway.
4. Shop addition for XL Concrete, 3300 Isles Avenue.
5. Interior remodel for Smoothie King, 3554 East Main Street.
6. Storage tanks for Brady Trucking, Inc., 4000 Lomas Street.
7. Interior remodel for Musi Majluf Farmers Insurance, 4801 North Butler Ave, Suite 7102.
8. Two (2) building permits for new single family residences.

Plans are currently under review for the following projects:

1. New McDonald's at 1608 West Main Street.
2. New car wash at 5530 East Main Street, Rado's Ultimate Car Wash.
3. Four-story hotel, Home 2 Suites by Hilton at 777 South Browning Parkway.
4. Addition and remodel for Frazier Laundry at 1800 East Murray Drive.
5. Revised plans on the new building for Nearly Famous and Totally Glamorous at 2700 Hutton Road.
6. Buffalo Wild Wings at 2200 East Main Street.
7. Interior remodel for Souder Miller & Associates at 401 West Broadway.

The Division issued a total of 71 building permits with a valuation of \$2,789,116, completed 23 final inspections of new single family residences, and performed a total of 607 inspections.

Planning Division Activities:

1. Staff accepted, reviewed, processed, and/or presented the following: 3 rezone petitions; 4 SUP petitions; 1 annexation petition; 1 preliminary plan; 5 ARB variance petitions; 1 administrative adjustment; 12 summary plats; 1 abandonment plat; 1 annexation plat; 4 zoning verification letters; 1 liquor certification; 13 business license zoning verifications; 5 address verification/assignments; 4 electrical affidavits; 26 UDC violation complaint inspections; 15 UDC violation complaint re-inspections; 11 zoning code violation letters; 3 well site inspections; 1 well site modification permit; 5 public records requests; reviewed 71 sets of building permit plans for UDC compliance; and, met with 50 counter visitors to answer inquiries and/or approve permit plans.
2. Staff continues to provide assistance to the MRA Commission on various projects and proposals, including the Downtown Gateway Signage Design Project.

Community Development Block Grant (CDBG) Activities:

1. Staff is developing the community needs assessment report, and continues to administer the fair housing perceptions survey, in preparation of developing the 2014-2018 Consolidated Plan.
2. Staff continues developing the 2013 Consolidated Annual Performance and Evaluation Report (CAPER), to be reviewed and considered for adoption by Council in December.

Metropolitan Planning Organization (MPO) Activities:

1. Staff attended NMDOT's Statewide Road Functional Classification System Update meeting.
2. The NMDOT Rail Bureau gave a presentation and received comments on the draft State Rail Plan during the Policy Committee meeting and a separate public meeting on November 14.
3. Staff developed a schedule and timeline of activities relating to updating the Metropolitan Transportation Plan. Staff gave overview presentations of what is planned to both MPO committees.
4. The Complete Streets Advisory Group met on November 20 and finalized titles and descriptions for land use context areas and road types. These will be used for developing Complete Streets guidelines in the next step of the process.

Administration:

1. Initial discussions have begun for the development of a 5 year strategic plan for the electric utility with implementation scheduled for the beginning of FY15.

Business Operations:

1. NMMEAA board meetings – annual distribution to City was \$1,311,699.14 in gas savings; discussed possible restructuring of the prepayment arrangement.
2. Donna Drinen is retiring in December and Cloey Harrison has been promoted to the Engineering Support Supervisor position.

Customer Care:

1. Reviewed rate changes in system for accuracy.
2. Continued work on creating an Electric Utility newsletter.
3. Analyzing bank fees for credit card payments to minimize cost to utility; also meeting with bank regarding bill processing issues.
4. Collections-173 evaluated, 87 of these collected on -86 accounts currently being worked.
5. 127 LIHEAP payments received.

Compliance – NERC/WECC, Environmental, Safety:

1. Operations and Planning Audit Nov 4-15, 3013: Concluded with no findings
2. Annual Compliance Certification for the Bluffview plant Title V Permit
3. Animas and Bluffview National Pollutant Discharge Elimination System (NPDES) project (Kiewit) work (plans for NPDES permitted discharge to the rivers) completed.

Engineering:

1. Construction for widening State Highway 64 west of Bloomfield has begun.
2. Visual Inspection Contract has been awarded to MRB Technical Services based in Grants, NM for inspection of selected transmission system lines. Work is scheduled to be complete by December 20.
3. Field work is complete for a distribution line river crossing south of Highway 371 near the confluence of the Animas and San Juan Rivers.

Transmission and Distribution:**Construction/Maintenance:**

1. New 3-phase underground to Path Home has been completed
2. 5500 feet of single phase line in the Largo Canyon area has been completed for Energen.
3. Middle Mesa line conversion is 45% complete. San Juan 2401 line rebuild is 50% complete
4. Maintenance crews replacing damage cross arms, insulators and anchors on Pine River circuit 4701.
5. Contract crews completed 69kv pole change out in Bloomfield area
6. Contract tree crews completed trimming work on all three phase and single phase distribution lines at Middle Mesa.

Relay/Meter:

1. Continuing rebuild work at Fruitland Substation.
2. Assisting in EMS/SCADA system replacement.
3. Starting on-site verifications of active accounts with no usage.
4. Continuing meter verifications on Lakeview substation circuits.

Generation:

1. APP and BV cooling tower capital projects completed.
2. On-going BV anti-icing system commissioning and GE re-design in progress. Retained independent engineering services (Black & Veatch) and installed temporary electric heating system.
3. Issued approval for Canyon Hydro to move to fabrication stage of new Navajo runner manufacture/ installation contract.
4. On-going SJGS Global Settlement Group conference calls attended.

Fuel Sales & Purchases:

1. Bluffview total estimated gas sale – 305,600 mmbtu.

Control Center:

1. Beginning replacement of EMS/SCADA master station.
2. Completion of WECC/NERC audits and have implemented improvements.

System Outages:

1. Bloomfield circuit 2302 had three separate outages during the month. First outage was due to customer heavy equipment with extended boom snagged line, Second outage line patrolled no obvious indication of fault, and Third outage was due to damaged phase conductor which failed during replacement of bad pole anchor. Total circuit outage time; 2 hours & 45 minutes, total customers were 1505.

Operating Statistics:

Animas Plant MWh: 14,937 Bluffview Plant MWh: 0 Navajo Plant MWh: 0 San Juan Plant MWh: 18,632
WAPA MWh: 9,057 Purchase MWh: 43,145 Average Purchase Price: \$ 40.40 /MW Purchased Power cost: \$ 1,743,222

1. Peak Demand MWh: 144 incr(decr): (7.69)% Monthly System Energy MWh: 87,161 incr(decr): (8.05)%

<i>CALL TYPE</i>	<i>NUMBER OF RESPONSES</i>
Structure Fires	5
Vehicle Fires	1
Brush/Grass Fires	0
Rubbish/Dumpster Fires	2
Other Fires	0
Rescue/Emergency Medical	458
False Alarms	30
Mutual Aid Given	1
Hazardous Materials Response	8
General Hazard Response	12
Other Responses	179
TOTAL	696

TRAINING

- EMS Shift Training: High altitude pulmonary and cerebral edema by Air Care Paramedic Steve Malarchick
- EMS Shift training: Pharmacology review by Engineer Brandon Heard
- Command and control On-going training: Blue Card Certification.
- Radio familiarization and update, by Captain Tyler Neff
- Joint San Juan County Fire and Farmington Fire Auto X (auto extrication) class conducted.
- Engineer training: Standpipe and sprinkler connections.
- Fire Service Instructor 1 class held at San Juan College
- Fire Service Officer 1 class held at San Juan College
- Full compliance with City mandatory training: Global Harmonization
- New hire education four-week orientation and training session.
- Technical Rescue Team quarterly training, confined space
- Technical Rescue: Equipment maintenance conducted by B-Shift personnel
- Hazardous Materials: Equipment maintenance conducted by C-Shift personnel
- Wildland Team: Equipment maintenance conducted by A-Shift personnel

MISCELLANEOUS

- Numerous public events, station tours, and fire safety talks.
- EMT Stand-by for Piedra Vista High School football games.
- San Juan College EMT students performed ride along's as a class requirement.
- On-going fire company business inspection program.
- High school senior project mentoring meetings with enrolled high school students.
- Fire Department members participated with S.W.A.T. monthly training activities.
- Members of the Fire Department, in coordination with the Police Department and the Office of Emergency Management, performed hazard assessment and trainings for the Farmington Schools.
- United Way meetings conducted with on duty crews.
- Ladder testing completed; both ground and truck mounted.
- SCBA and N95 mask fit testing completed.

(Yearly Totals Are Calendar Year)

Vehicle Maintenance Division:

- | | |
|--------------------------------|-----|
| • Vehicle Job Orders Completed | 650 |
| • Service Calls Completed | 13 |

Building & Maintenance Division:

- | | |
|--------------------------------|-------|
| • Active Job Orders | 206 |
| • Completed Job Orders (Month) | 70 |
| • Completed Job Orders (YTD) | 1,238 |

Red Apple Transit Division:

- | | |
|---------------------|---------|
| • Ridership (Month) | 10,762 |
| • Ridership (YTD) | 128,562 |

Maintenance Projects:

- Showers have been retiled at Childhaven
- New roof has been completed on the communications building at Bisti
- Fire protection deficiencies at the Downtown Center have been addressed
- Minor spay and neuter clinic remodel was completed after arrival at new location
- Cameras at the All Vets Park have been repaired

Status of Construction Projects:

- Animal Shelter: The building is complete and animal services and operations are preparing to move into the facility. Jaynes is finalizing O&M manuals and warranty information.
- Museum Expansion: Mick Rich is on schedule for completion. Final required finishes are being reviewed and additional snow melt elements are being addressed for the roof. Still awaiting some pricing for additional work associated with the tie-in to the existing structure and existing condition on the site. Look for completion in January.
- Fire Station #1: The schedule of values from the four RFP offerors were received and reviewed. The offers have been formally rejected. The architects are working to identify possible strategies and changes to bring the project closer to the original projections. Options will be brought to City Council in January.

Four Corners Regional Airport**November, 2013**

(Percentage Change YTD)

Enplanements:	1178	Down 18.41 %
Deplanements:	1106	Down 15.17 %
Air Traffic Operations:	2862	Down 2.3%
Fuel Flowage (gallons):	38,850	Down 17.0%
Car Rental Revenue (Oct):	\$10,863.85	Down 7.0%
Restaurant:	\$5,966.43	Down 16.8%

PERSONNEL DIVISION

Job Openings:

- Regular/Full-Time – 14
- Temp/Seasonal – 6
- Inter-City Regular/Full-Time – 1
- Inter-Division Regular/Full-Time – 1
- Inter-Department Regular/Full-Time – 1
- **Total = 23 open positions**

Terminated Employees - 6 Full-time; 21 Temporary/Seasonal

New Employees Hired - 12 Full-time; 5 Part-Time/Seasonal

PAYROLL**Pay Period # 23**

Direct Deposits	895
Regular Checks	97
Total Checks printed	992***
Gross Pay	\$1737516.45
Net Pay	\$1122153.43
Regular Employees	720
Temporary Employees	279

Pay Period # 24

Direct Deposits	872
Regular Checks	93
Total Checks printed	965**
Gross Pay	\$1752986.26
Net Pay	\$1134069.82
Regular Employees	721
Temporary Employees	252

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

*** Note: This includes supplemental checks for clothing allowance for Police and Fire.

HR GENERAL

- Developing Training outline specific to HR positions (Step: Continue needs assessment/training sources)
- Intranet update: Form for City of Farmington employees to track community volunteer efforts.
- Provided on-site diversity and harassment training.

Continuing projects:

- Folder Structure (Energy server)
- KBOX Agent Push (Cleanup errors)
- Configuring New PC's for various Departments
- 2 new computer installs, 1 Laptops
- Water Rights Database
- Volunteer Database (PRCA)
- Fiber Projects (65%)
- Extreme Network Training
- Fiber to Gateway Museum
- Fiber to Indian Center
- New Animal Shelter Computers
- Order more Computers
- Upgrade Firmware on Extreme Switches
- Upgrade Sites to 440 Extreme Switch
- Communication Manager Upgrade
- Museum Expansion
- Move Museum Phone/Network equipment
- New Wireless Devices (5)
- Water Treatment II Gate Connectivity
- New Computers Fire (8)

Completed projects:

- Setup New Users
- Completed helpdesk calls for various departments.
- 2 workstation Hardware Failures, 0 server crash, 1 monitors
- 3 New Printer Setups, 0 plotter
- 0 Virus infections – 0 Malware
- Network Core Upgrade Move to 20GB backbone
- Lions Pool – POS/Rectrac (Card Swipe)
- Microsoft Exchange Distribution Group problems
- Deployed 7 iPad Minis for Firehouse Inspections
- Deployed Macbook Pro for Blue Card Training
- Fixed Phone issues at Senior Center
- Installed GoPro in Battalion Chiefs Trucks
- Fire Gmail Conversion
- 0 new computer installs, 4 Laptops
- 2 Computer Rotation Setups
- Several phone issues and office moves

Farmington Public Library

Total number of operating hours:	241
People served:	28,940
<i>Daily average:</i>	<i>1,072</i>
Materials checked out: <i>(includes downloadable media)</i>	36,284
<i>Daily average:</i>	<i>1,344</i>
Computer users:	5,552
<i>Daily average:</i>	<i>206</i>
Public Wifi logins:	2,215
<i>Daily average:</i>	<i>82</i>
Farmington Public Library Programs:	
Total number of programs:	66
Total number of attendees:	2,615

Shiprock Branch and Power Library

	Shiprock	Power Library
Total number of operating hours:	76	32.5
People served:	1,590	581
<i>Daily average:</i>	<i>84</i>	
Materials checked out:	316	20
<i>Daily average:</i>	<i>17</i>	
Computer users:	550	252
<i>Daily average:</i>	<i>29</i>	
Shiprock Branch Library Programs:		
Total number of programs:	31	25
Total number of attendees:	51	581

Volunteer Report

Number of Volunteers for Fiscal YTD	85
Number of Volunteer Hours for Fiscal YTD	503
Total Number of Volunteers for FY 2014	99
Total Number of Volunteer hours for FY 2014	1749.25
Average Hours per Volunteer for FY 2014	17.67

Patron Comments:

"I am very pleased with my experience registering my nexus. Looking forward to reading iBooks all winter. Thanks Betty. You are very thorough and patient." - Norma

"I enjoy the library very much. I took my son to story time before he started pre-k. Now I take my daughter. I love the summer reading program and the music specials. We may be moving in the future, but if I could I would take the library and our apartment wherever I go. The library has a wonderful up to date building. Only comment I have is to add more great books." - Alicia

	(Month last year)	(Month this year)		
<u>Aquatic Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Lifeguard Certification	no class	no class	4	12
Swimming Lessons	66	59	440	415
Public Swimming Single Payment	916	865	13,888	13,847
Public Swimming Pass Users*	447	249	2,884	1,213
Aquacise (Lions)	417	334	2,393	2,224
Arthritis (Lions)	118	131	624	759

Note: *In June of 2012, we promoted half price pass sale which increased the number of pass holders per family. Lions Pool was closed for 3 weeks during FY13 to re-plaster to pool surface. One employee has taken the Water Safety Instructor Training Course in order to teach swimming lessons; we will offer classes in January. We had two grants last year that allowed us to give free swimming lessons to low income families, this increased our lesson registration.

<u>Bonnie Dallas</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Congregate Meals Served	3,619	3,918	18,319	18,355
MOW Deliveries*	2,316	2,358	10,714	12,164
Silver Fitness Center	498	576	2475	3069

Note: The Silver Fitness Center enrolled 16 new members, and the lunch program added 59 new members. The Senior Center hosted the Annual Thanksgiving Dinner for 695 folks and that is a lot of Turkey. Medicare Part D Clinic on Mondays has been very busy and will wrap up by Dec. 7th. The Christmas Craft Fair sold every space at the Bonnie Dallas and The Recreation Center. We had a very good participant and buyer turnout.

<u>Civic Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
DVSA Conference	150	280	N/A	N/A
Salvation Army Thanksgiving Dinner	100	855	N/A	N/A
Holiday Arts & Crafts Fair	1200	725	N/A	N/A
Room Rentals - Paid Events	42	62	296	272
Free Events/Meetings	30	42	245	239

<u>Crouch Mesa Community Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Daily Use	259	349	541	1,496

Note: Numbers are up at this facility due to better marketing at the schools. CMCC is located at 4500 Wildflower Mesa Drive and operating hours are 3-6pm Monday through Friday and 10-6pm on Saturday. Students enjoy the facility's daily mystery activity, small computer lab and library, as well as a ping pong & foosball table. "Keep it Clean" classes are offered the third Tuesday of every month from 3:30-4:30pm.

<u>Farmington Clean and Beautiful</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Keep It Clean at CMCC	7	16	7	16
America Recycles Day	18	91	18	91

Note: 2013 America Recycles Day was held at the new Tibbett's Middle School. The students participated in a recycled art and fashion show. A total of 11 students crafted and presented fashions from recycled items with 9 additional students modeling the fashions. 61 students completed recycled art projects. First, Second, and Third place prizes were presented to each division donated through a grant from New Mexico Clean & Beautiful. FY14 ARD participation numbers were higher due to the event being held at a school during school hours.

<u>Indian Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Indian Center Total Customers	2392	2262	13,561	15,887
Restaurant Customers	1788	1918	8,341	9,978

Note: No special events were held in the month of November. On-going restaurant services and sales continue and customers continue to increase and enjoy wonderful food and great customer service. Thank you Four Corners! The Indian Center is preparing for its annual Christmas Arts & Crafts Sale, stop by December 14th between 9 am and 3 pm.

Marketing

Special projects: Mindmixer website maintenance (over 4800 invites were sent), with focus on materials for 2014 Gateway to Imagination National Juried Art Show, Mindmixer advertising, and PRCA Big Book of Fun catalog.

Note: Ongoing distribution of Media Releases, ads, Patronmails, and related materials for department events.

Parks, Recreation & Cultural Affairs Department (Cont'd)

November, 2013

<u>Museum</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Museum General Attendance	26,689	9,160	77,809	65,862
Volunteer Hours	417	270		
Museum Store Revenue	\$2,821	\$2,909		

Note: The Farmington Museum opened a new exhibit “Settlement to City” on Nov 4th. The exhibit has created substantial interest through the Museum’s Facebook page with almost 100 new likes happening in the month. The Museum also put on a fashion exhibit in conjunction with the On Great Day of Shopping event on Nov 9th. The new wing construction is nearing completion with the electrical tied in, stone veneer applied, and tape and texture being done on the walls. Attendance was down this month as two events (Get Pinked Gala and Ren Faire) were not held at or hosted by the Museum.

Parks Operations

Construction: Landscaping at the Farmington Regional Animal Shelter (FRAS) is 80% complete. Crews assisted in moving the Spay and Neuter Clinic from the old Animal Shelter to the new location.

Special Events: Crews assisted setup and tear down of 2 special events: “Christmas Craft Fair” at the Recreation Center; and “Turkey Trot and Gobble Wobble” at Plaza Park downtown.

Training: All Park’s Operation’s employees completed the training on Global Harmonized Communication.

Winter Prep: All city parks, landscaping and restrooms have been winterized. Christmas decorations have been put on trees and light poles Downtown and set up at the Civic Center.

<u>Pinon Hills Golf Course</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Golf Rounds	2,037	1,811	17,886	15,713
Pro Shop Commission	\$804	\$1,232	\$9,916	\$9,785
Food & Beverage Commission	\$1,302	\$1,155	\$24,421	\$21,659
Golf Revenue	\$33,137	\$33,941	\$453,184	\$409,513
Total Facility Revenue	\$35,243	\$36,328	\$487,521	\$440,957

Note: Although total golf rounds were down slightly, revenue was up from last year due to increased green fee play. There will be no more golf tournaments until March 2014. All maintenance seasonals were released at the beginning of November for the winter.

Parks Planning

Farmington Regional Animal Shelter: Plant materials were picked up from Trees of Corrales Nursery and flagged on site for current and spring planting.

FY 14 Capital Improvements Wish List: Proposed construction projects for FY 14 were submitted to the Department Director for consideration. Plans and cost studies were also prepared as support for the proposed projects.

Accreditation Report: In pursuit of accreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA), continued revision of “Facility and Land Use Management” and “Planning” sections of the National Accreditation Standards.

Grant Application: Transportation Alternative Program (TAP) forms are being completed in order to begin the Cooperative Agreement Process and to determine if cultural and environmental reviews are required for the Southside River Road Trail.

<u>Recreation Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Racquetball Courts	464	541	2,361	2,239
Gym:				
• Open	203	379	2,122	2,145
• Programs	1216	1364	3,855	4,376
Customer Contacts (counter)	320	398	2,843	3,082
Special Events/Athletics				
• Coed Volleyball League			22 Teams	16 Teams
• Womens’s Volleyball League			24 Teams	23 Teams
• Turkey Trot & Gobble Wobble (Participants)			271	295
• Christmas Craft Fair Shoppers			420	591
• Chirstmas Craft Fair Vendors			55	56

Note: In addition to the special events listed, the Recreation Center also hosted another Family Night Bingo with 63 participants and a Saturday Night Fun, with 6 participants.

<u>Sycamore Park Community Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Adult Activities	72	111	543	761
Kids’ Activities	312	490	2,693	4,524
Facility Rentals	69	86	408	440
Visiting Patrons	5,877	7,237	39,203	45,649
Thanksgiving Potluck	169	103		

Note: We hosted our annual Thanksgiving Potluck in conjunction with our 5th Birthday Party; there was a decline in participation because we moved the event from Friday evening to Saturday afternoon. Usage numbers are up in relation to increase in rentals.

Records and Evidence

Evidence technicians processed 472 pieces of evidence/property.

Total number of items in evidence is currently at 15,780.

(This is the first time we have ever had total evidence in storage less than 16,000 items)

139 accidents processed:

0 fatal, 36 with injury, 65 property damage, 15 hit & run, 2 city vehicle,

20 on or involving private property; 6 of the 139 accidents were alcohol-related

436 Adult arrests (57 were DWI arrests)

790 Traffic Citations, 357 Warnings

85 Municipal Citations

498 Offense Reports merged from Field Reporting to Records Management

176 Warrants issued, 67 served or cancelled, 109 active

Patrol

On November 9, 2013, Officers responded to a reported residential fire in the 1400 block of South Butler Avenue. Multiple officers arrived on scene prior to fire, blocked off intersections and assisted with moving residents to safety. Thick heavy black smoke was found billowing from the home. The fire caused major damage to the basement living area and we learned it had been ignited by two young girls playing with a lighter. They were ages four and three. There were no reports of injury other than one subject who reported smoke inhalation.

Detectives

At approximately 8:42 on November 11th, Farmington Police were dispatched to an apartment complex on Parque De Oeste in reference to an individual who was not breathing. The reporting party did not provide any other information before disconnecting from dispatch. Officers responded to the scene and attempted to make contact at the residence but were unsuccessful. Neighbors advised officers that they heard fighting between the male and female residents of the apartment where the call had originated. They also advised that the fighting sounded physical and continued throughout the night.

Upon obtaining such information, officers made entrance into the apartment at which time they saw a female lying on the floor. An individual who was later identified as 33-year-old Lionel Francis, Sr., was standing inside the apartment with the couple's four-month-old son and Francis' seven-year-old stepdaughter. The female, 32-year-old Shai Burbank, was pronounced dead at the scene. Francis was transported to the Farmington Police Department where he was questioned by detectives. Detectives are requesting charges for second degree murder, battery on a household member with multiple convictions, and tampering with evidence.

SWAT and Bomb Squad

The SWAT Team activated to assist the San Juan County Sheriff's Department with an armed subject in Waterflow. A subject who was hitchhiking shot a pistol at a truck whose driver had stopped to offer assistance. The SWAT Team BEARCAT and a number of SWAT Team members responded. We were able to make contact with the suspect and our negotiator was able to talk the suspect into surrendering without further incident.

The Bomb Squad responded to Durango CO on a report of a possible bomb left outside of a restaurant. The device had electronics and wiring which was attached. The Bomb Squad investigated and determined that it was a hoax device. Authorities are investigating the source of the device. The Squad also responded to Cortez CO to a reported device reported by a BLM Ranger. The device was attached to a tree on a popular bike and hiking trail. The device was made to appear like a stick of dynamite with a primer cord fuse. The Bomb Squad investigated and found that the device to be a homemade hoax device that was actually a flare and fuse. Authorities in CO are investigating.

- Farmington Reach – Navajo Municipal Pipeline Project: 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 – ongoing; Phase 1 construction plans in process; NMDOT -- FY2015 for intersection and construction of roadway to Hubbard (STIP -- \$3 million); awaiting NMDOT approval to acquire right-of-way takes on the north side of Piñon Hills Blvd / Main intersection; submitted reimbursement request.
- Storm Cleanup: *FEMA 2010* all work complete; finalizing summary reports; *September 2013* – street division crews continue sweeping, blading, and cleaning street crossings while Consolidated Constructors is working on cleaning Hubbard Pond and Hood Arroyo between Main and Hubbard.
- Miscellaneous projects: *La Plata Highway waterline project*: received BLM permit, awaiting NMDOT permit (submitted additional data requested by NMDOT for Archaeological and Cultural Survey); *Municipal Drive, 1C Tank to 20th Street* – completed.
- Off-site Sewer & Lift Station Improvements – Sun Western Contractors, completed, processing final close out documents.
- NMDOT FY13 MAP Project – Apache Street Resurfacing, Auburn to Butler; preparing NMDOT reimbursement request.
- COF Master Drainage Plan: Presentation by HDR to City Council on November 5th.
- SAFE ROUTES TO SCHOOL: *Phase 1 Infrastructure* includes sidewalk improvements for Apache, McKinley and NE Elementary schools, design completed, awaiting NMDOT approval for bid process; *Phase 2 Infrastructure* includes sidewalk improvements for Animas and McCormick Elementary schools; Lee Engineering completed design; awaiting NMDOT approval for bid process. Anticipated bidding for projects spring 2014 with construction summer 2014.
- East Main Adaptive Traffic Signal Control System: URS revised report submitted to NMDOT for review and approval. URS has submitted additional information requested by FHWA.
- Traffic crews continue routine signal maintenance, sign straightening and signal communications upgrades. Sign Replacement project -- ongoing. Crosswalk markings, Detector Loop installations and stop bar installations – weather dependent. Curb-face painting and fall paint run completed. SJRMC, Maple Street overlay completed, crosswalk bars marked, patterned thermoplastic markings installed – project complete. Piñon Hills/Dustin traffic signal – design complete, underground conduit installed, materials on order. Continue working with vendor on proper integration between existing traffic software and new Police Department software, Lexis/Nexis Ecrash.
- Streets: Heavy Equipment and truck crews are rebuilding and blading dirt streets after the rainstorms and hauling materials as needed. Crews are currently working in Hood Arroyo and will move to Glade Wash next. Asphalt crews are patching street cuts with recycled asphalt and continue repairing potholes with pothole machine or bag mix. Sweepers are cleaning up after the storm, sweeping residential areas and arterial streets. Roadside crews are cutting weeds, spraying herbicides on concrete medians, around guard rails, gravel medians and right-of-ways. Concrete crews continue repairing sidewalk and curb and repairing washed out areas.

Compliance Division Activities:

- Attended the ASSE (American Society of Safety Engineers) Chapter meeting
- Attended the LEPC (Local Emergency Planning Committee) Meeting
- Attended a variety of city department safety meetings and responded/conducted training in response to requests.
- Training (sessions): GHS (36), Incident Reporting (11), PPE/Hazard Recognition (3).
- Conducted Spot inspections
- Participated in the Shiprock High School Career Fair

November Training Sessions Attendance:

TRAINING COURSE	ATTENDANCE
Global Harmonization (Hazard Communication)	472
Incident Reporting	295
Hazard Recognition and Personal Protective Equipment	53
Total	820

September Incidents:

- 20 Incidents reports received with 4 of them OSHA recordable:
 - FEUS - 2
 - Gen Services - 1
 - Fire – 1
- YTD OSHA Recordable incidents: 60