

The January 2014 **Gross Receipts Tax** report is shown below. January reflects November business activity.

	<u>Month</u>	<u>YTD</u>
January FY14 GRT Received (Gross)	\$ 4,206,616	\$29,173,679
January FY14 Budget	\$ 3,840,528	\$27,105,981

Budget to Actual

Month of January	9.5%
Fiscal Year To Date	7.6%

GRT - Major Sectors

Month-Over-Month Comparison

January - FY2014

Single Month	Jan. FY14	Jan. FY13	\$ Change	% Change
Mining, Oil, Gas	\$ 224,649	\$ 154,189	\$ 70,000	46%
Construction	216,471	268,849	\$ (52,000)	(19%)
Manufacturing	157,762	143,934	\$ 14,000	10%
Wholesale Trade	197,593	165,217	\$ 32,000	20%
Retail	1,693,354	1,714,535	\$ (21,000)	(1%)
Prof, Scientific, Technical	192,232	209,277	\$ (17,000)	(8%)
Healthcare & Assistance	316,619	319,437	\$ (3,000)	(1%)
Accommodations / Food Svc.	307,661	283,472	\$ 24,000	9%
Other Services	511,660	447,285	\$ 64,000	14%
Misc./ Unclassified	388,615	344,714	\$ 44,000	13%
Total	\$ 4,206,616	\$ 4,050,909	\$ 155,000	3.8%

GRT - Major Sectors

Year-Over-Year Comparison

July - January FY 2014

7 Month Period	FY14 YTD	FY13 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 1,509,593	\$ 1,098,649	\$ 411,000	37%
Construction	1,530,654	1,840,375	\$ (310,000)	(17%)
Manufacturing	1,247,968	1,234,268	\$ 14,000	1%
Wholesale Trade	1,363,117	1,342,855	\$ 20,000	2%
Retail	11,466,186	11,257,069	\$ 209,000	2%
Prof, Scientific, Technical	1,504,241	1,477,978	\$ 26,000	2%
Healthcare & Assistance	2,346,696	2,358,774	\$ (12,000)	(1%)
Accommodations / Food Svc.	2,225,599	2,149,006	\$ 77,000	4%
Other Services	3,275,523	3,155,324	\$ 120,000	4%
Misc./ Unclassified	2,704,103	2,497,657	\$ 206,000	8%
Total	29,173,679	28,411,956	762,000	2.7%

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

- ✦ 47 new business registrations were issued during the month of January, 2014.
- ✦ 471 business registration renewals were processed.
- ✦ 80 requests to inspect public records were processed.
- ✦ Clerk spoke to members of Rio Del Sol Kiwanis Club on January 23, 2014.
- ✦ Absentee voting for the March 4, 2014 Regular Municipal Election began on January 28, 2014. Call the City Clerk's office at 599-1106 to request an application.
- ✦ Early voting in the Clerk's office begins on Wednesday, February 12 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Early voting will not be available on Monday, February 17 due to all City offices being closed in observance of Presidents Day.
- ✦ Sample ballots are available on the City's webpage under the Government and then Elections tab. Click on the links labeled At-Large, District 3 and District 4 under the "Positions Open" header.

AGENDA ITEM LIST

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

2/18/14 WS

Report - joint intervention pilot project for repeat offenders (Mike Renaud & Vince Mitchell)
MPO's Metropolitan Transportation Plan update kickoff (Delmagori)
SW Annexation (refer to P&Z) (Holton)
Closed – City Attorney and City Manager evaluations (Mayor)

2/25/14 CC

Appointment to ARB (Mayor)

3/4/14 WS – Canceled

3/10/14 – 6:00 p.m. Swearing-In Ceremony & Organizational Meeting

3/11/14 CC

3/18/14 WS

Presentation of Purchasing Award (E. Smylie)
?Annexation – US64 area East (areas 1 & 2 studies) (Holton)

3/25/14 CC

4/1/14 WS

4/8/14 CC

4/15/14 WS

Budget Hearing #1 – Introduce FY15 budget & discuss CIP (Mayes)

4/22/14 CC

5/6/14 WS

Budget Hearing #2 – Discuss amendments to FY15 Budget (Mayes)

Administration Activities:

1. Staff continues working on two annexation proposals.

Building Inspections Activities:

Permits were issued for the following projects:

1. Tenant improvement remodel at 1930 San Juan Blvd for Tortilla Factory.
2. Tenant improvement remodel at 2700 Farmington Avenue, Suite C2, for WBR Properties.
3. Tenant improvement remodel at 3010 East 20th Street, Suite C, for Clothing Revival.
4. Tenant improvement remodel at 3030 East Main Street, Suite F, for Ace Hardware.
5. Demolition at 2700 East Main Street, former Western Tire building, in preparation for the new Buffalo Wild Wings.
6. New building at 2700 Hutton Avenue for Nearly Famous and Totally Glamorous.
7. Canopy for Farmington Heating & Metal at 703 West Broadway.
8. Above ground fuel storage tank for Brady Trucking at 4000 Lomas Street.
9. Interior demolition work at 1835 East Main Street, future remodel for Desert Heights Community Church.
10. Tenant improvement remodel at 900 San Juan Blvd, Suite C, for Shay and Shay Investments.
11. Six (6) 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. Revised plans for Presbyterian Medical Services at 1001-E West Broadway.
3. Texas Roadhouse tenant improvement remodel in Animas Valley Mall.
4. Partial plans for the office building at 2700 Rabbitbrush Drive for Gary Risley.
5. Revisions and addendums to the plans on the remodel for Bubble City at 3125 Bloomfield Highway.

The Division issued a total of 79 building permits with a valuation of \$2,905,252, completed 7 final inspections on nonresidential construction, 5 final inspections of new single family residences, and performed a total of 656 inspections.

Planning Division Activities:

1. Staff accepted, reviewed, processed, and/or presented the following: 4 rezone petitions; 3 SUP petitions; 1 waiver request; 1 preliminary plan; 5 ARB variance petitions; 17 summary plats; 2 abandonment plats; 3 zoning verification letters; 3 auto certifications; 2 liquor certifications; 19 business license zoning verifications; 5 address verification/assignments; 1 San Juan County address assignment; 4 electrical affidavits; 15 UDC violation complaint inspections; 6 UDC violation complaint re-inspections; 2 well site inspections; 3 zoning code violation letters; 3 public records requests; reviewed 79 sets of building permit plans for UDC compliance; and, met with 100 counter visitors to answer inquiries and/or approve permit plans.
2. With staff's assistance, the MRA Commission hosted an open house for the public to provide input on the Downtown Gateway Signage designs on January 23.

Community Development Block Grant (CDBG) Activities:

1. Staff continues to develop the community needs assessment report, and continued to administer the fair housing perceptions survey, in preparation of developing the 2014-2018 CDBG Consolidated Plan.

Metropolitan Planning Organization (MPO) Activities:

1. The Policy Committee approved Amendment #4 to the Transportation Improvement Program, approved a budget amendment to the Unified Planning Work Program, and approved an amendment to the Joint Powers Agreement.
2. The Complete Streets Advisory Group made a recommendation of preliminary approval of land use context areas and road typologies for the Complete Streets process. The group will now begin development of Complete Streets guidelines.
3. Staff gave overview presentations on updating the MPO's Metropolitan Transportation Plan to 2 Farmington Chamber committees, Bloomfield City Council, and Aztec City Commission, and at a student event at San Juan College. Additional presentations are planned in February.

Administration

1. CREDA Meeting.

Business Operations

1. Presented utility report for November 2013 to PUC.
2. Ongoing analysis of FEUS revenues/expenses for FY2015 budget.

Customer Care

1. Presented newsletter research to the PUC for input.
2. Analyzed APPA Customer Service Survey & compared with FEUS statistics, will present comparison to PUC in February..

Compliance – NERC/WECC, Environmental, Safety:

1. NMED Air Quality Bureau compliance conducted a routine facility air quality inspection at Animas Plant the third week of January 20, 2014. No adverse findings.
2. Industrial Pre-treatment Permit (Wastewater/blow down water to POTW plant) routine inspection was conducted on December 12, 2013 by CH2M Hill local personnel. No compliance issues were noted.
3. Notice from WECC for Annual Self-Certification for 2013.

Engineering:

1. Fruitland Substation upgrade is complete.
2. San Juan Feeder 2401 re-conductor to 336, rebuild, and feeder tie to Pine River 4703 is complete.
3. Inspector positions have been filled, pending a start date.

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

1. Completed new UG feed to Filter Supply and Bubble City.
2. 4 Chevron wells connected and energized in Middle Mesa and Hart Canyon
1. Started Vista Substation distribution feeder exits.
2. Substation communication circuits cutover and testing for SCADA/EMS replacement.
3. Final commissioning and testing on Fruitland Substation rebuild.
4. Completed change out of Lee Acres Substation power transformer, finishing final testing.

Relay/Meter:

1. Completed T1 radio path upgrade from Bisti Substation to WAPA Shiprock Substation
2. Started installation of substation security systems; video, motion and infrared at Mesa Substation.
3. Performed annual PM on digital microwave radio system.
4. Started tampering and damaged meter checks on long term inactive accounts.

Generation:

1. FY 2015 budget development in progress.
2. Continued operation of temporary air heaters at BV. On-going coordination with GE regarding modifications to the air inlet heating system. Retrofit and construction of new air inlet heating system in progress with on-site project management by GE.
3. On –going SJGS BART Settlement conference calls and mediated settlement meetings attended in Albuquerque.
4. Navajo Hydro U2 placed on-line at minimum flow on 1/24/14.
5. APP CGT water wash performed on 1/21/14.

Fuel Sales & Purchases:

1. Animas total estimated gas sale – 10,250 mmbtu: Bluffview total estimated gas sale – Zero mmbtu.

Control Center:

1. Installation of new SCADA databases for Lee Acres and Fruitland Substations.
2. Completing follow up and minor problem resolutions on new EMS/SCADA installation.

System Outages:

1. La Plata circuit 1801 locked out, extended outage due to reclosing equipment failure. 20 customers affected for 1.5 hours.

Operating Statistics:

Animas Plant MWh: 13,572 Bluffview Plant MWh:41,991 Navajo Plant MWh:1,298 San Juan Plant MWh:22,255
WAPA MWh: 10,546 Purchase MWh: 10,817 Average Purchase Price: \$ 43.67 /MW

Purchased Power cost: \$467,733

Peak Demand MWh: 159 incr(decr): (.63)%

Monthly System Energy MWh: 100,405 incr(decr): (.06)%

<i>CALL TYPE</i>	<i>NUMBER OF RESPONSES</i>
Structure Fires	3
Vehicle Fires	2
Brush/Grass Fires	2
Rubbish/Dumpster Fires	2
Other Fires	1
Rescue/Emergency Medical	451
False Alarms	29
Mutual Aid Given	2
Hazardous Materials Response	17
General Hazard Response	10
Other Responses	213
<i>TOTAL</i>	<i>732</i>

TRAINING

- EMS Shift Training: Back boarding considerations and policy review.
- EMS Shift Training: Pediatric patient considerations (make-up).
- Officer: Mobile data terminals (MDTs) and FireHouse reporting software update.
- Engineer: Fire flow calculations review.
- Officer Development: FFD members attended a 3-day course on incident command skills development (Blue Card CTC Lab).
- 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.

MISCELLANEOUS

- Numerous public events, station tours, and fire safety talks. Polar Plunge for the Special Olympics.
- Personal protective equipment inspections as per NFPA requirements.
- Initial administrative PowerDMS (Data Management System) training.
- Testing and Implementation of the Lieutenant program.
- Gmail transition completed.
- Performed radio evaluation from multiple manufactures, worked with Office of Emergency Management (OEM) and County Fire.
- FFD members attended EMT class and an Incident Command System (ICS-300) at San Juan College.
- On-going fire company business inspection program.
- FFD members participated with S.W.A.T. monthly training activities.
- FFD members, in coordination with the Police Department and the OEM, performed hazard assessment and trainings for the Farmington Schools.
- Wildland team representative along with Administration attended local and state meetings to discuss the upcoming needs.
- Participation in the update of the Emergency Operations Plan.
- Participation in the Comprehensive Homeless Assistance Providers (CHAP) meeting.

(Yearly Totals Are Calendar Year)

Vehicle Maintenance Division:

- | | |
|--------------------------------|-----|
| • Vehicle Job Orders Completed | 583 |
| • Service Calls Completed | 31 |

Building & Maintenance Division:

- | | |
|--------------------------------|-----|
| • Active Job Orders | 207 |
| • Completed Job Orders (Month) | 154 |
| • Completed Job Orders (YTD) | 154 |

Red Apple Transit Division:

- | | |
|---------------------|--------|
| • Ridership (Month) | 11,096 |
| • Ridership (YTD) | 11,096 |

Maintenance Projects:

- Two electrical substations prepared for camera system
- Crematory at the Animal Shelter completed
- Gravel lot at Fire Station #4 completed
- New lights were installed in Vehicle Maintenance facility
- New humidifiers tanks were installed at the Farmington Museum and system reset
- New bus shelters were installed and completed in Aztec

Administration:

- Addendums to building leases completed to address appropriate language for use of city facilities for clearly stated Value of Services in payment of rent

Status of Construction Projects:

- Animal Shelter: Installation of the Crematory is complete. Start up and training will take place in February. Some warranty items being addressed. Building Maintenance staff is getting familiar with the mechanical system requirements and routine maintenance needs.
- Museum Expansion: The project is nearly complete. Punch lists have been created and are being addressed by the contractor. A ribbon cutting is scheduled for February 26th.
- Fire Station #1: The architects have revised Opinion of Probable Construction Cost figures for the simplified finishes and other changes to the project. Additional estimates are being gathered for demolition of the building outside of the construction contract.

Four Corners Regional Airport**January, 2014**

(Percentage Change YTD)

Enplanements:	908	Down 35.69 %
Deplanements:	833	Down 37.13 %
Air Traffic Operations:	2505	Down 11.1%
Fuel Flowage (gallons):	40,976	Down 15.6%
Car Rental Revenue (Dec):	\$10,135.44	Down 5.8%
Restaurant:	\$1500	Flat

PERSONNEL DIVISION

Job Openings:

Regular/Full-Time - 19
 Temporary/Seasonal - 6
 Inter-City Regular/Full-Time - 2
Total - 27 open positions

Terminated Employees: 9 Full-time, 13 Temporary/Seasonal

New Employees Hired: 6 Full-time, 5 Part-Time/Seasonal

PAYROLL***PP# 25***

Direct Deposits	873
Regular Checks	96
Total Checks printed	969***
Gross Pay	\$1722417.72
Net Pay	\$1111998.51
Regular Employees	723
Temporary Employees	231

PP# 26

Direct Deposits	860
Regular Checks	91
Total Checks printed	951**
Gross Pay	\$1788096.14
Net Pay	\$1160785.56
Regular Employees	726
Temporary Employees	233

** 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 (selection of training sources continued)
- Finalize Employee self-service software, prepare training to implement.
- Provided on-site diversity and harassment training.
- E-mail pay stub option available.

Application Services (Helpdesk/Training) Division**Departmental Help Desk Ticket Counts**

- Tickets created: **308**
- Tickets closed: **298**
- Average satisfaction rating of **4.97** (out of 5) based on **75** responses received.

Other Activities

- Mike continued the restructuring of NaviLine security groups to align with SunGard recommendations.
- Mike performed cleanup of accounts for terminated employees.
- Resolved an issue with printing of 1099s when timing was critical.
- Performed routine maintenance of and updates to the City Intranet site.
- In collaboration with Lisa Armer, updated an internal modification to SunGard software to facilitate the sending of direct deposit stubs by email.
- Participated in budget discussions and gathered budget information for FY 2015.

GIS Services Division**Map Projects**

- Sports Complex ground water elevation contour map
- New Map Index (8 Copies)
- AI Zoning Analysis Map
- Printed Voting District Maps
- 8 Copies for Polling Places
- 20 Copies for Clerk's Office

Added New Annexation (west of town) Area

- Revised the following layers based on new City Boundary City Zone, Police Districts, Fire Districts, Voting Districts, Road Centerline
- Added New Annexation (west of town) Area
- Worked on Design Concepts GIS Changes for Park Master Plan Study
- Other Data
- 78 New/Updated Addresses in Address Point Data
- 9 New Streets in Center Line Data

Infrastructure Services (Enterprise Services) Division**Daily Enterprise Operations and Tasks**

- Daily dispersion of helpdesk calls and requests for computer issue resolution.
- Performed daily tasks of enterprise system operation, maintenance, and recovery.

Application Development and Projects

- Snapshot backup of all systems and data.
- Data Center upgrade and implementation.

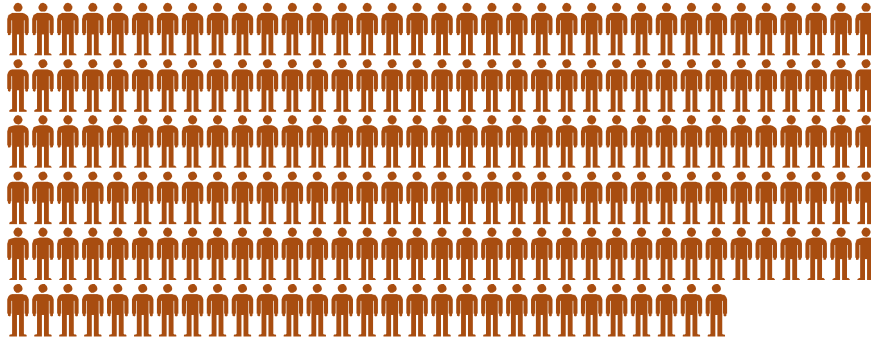
Technical Services (Computer Operations) Division**Continuing Projects**

- Folder Structure (Energy server)
- KBOX Agent Push (Cleanup errors)
- Configuring New PC's for various Departments
- 12 new computer installs, 5 Laptops
- 2 New Printers
- Water Rights Database
- Volunteer Database (PRCA)
- Fiber Projects (65%)
- Extreme Network Training
- Fiber to Gateway Museum
- Fiber to Indian Center
- Order more Computers
- Training
- Upgrade Firmware on Extreme Switches
- Upgrade Sites to 440 Extreme Switch
- Communication Manager Upgrade
- Museum Expansion
- MOC Expansion – New switches ½
- MOC Expansion 15 new phones
- Move Museum Phone/Network equipment
- New Wireless Devices (5) PD-Safety City
- Polycom Device for Safety City
- Water Treatment II Gate Connectivity (85%)
- New Computers Fire (7/8)

Completed Projects\Tasks

- Setup New Users
- Completed helpdesk calls for various departments.
- Many quotes for new computers
- 1 workstation Hardware Failures, 0 server crash, 1 monitors
- Setup phones and computers for 2 New Department Heads
- 2 Computer Rotation setups
- 3 New Printer Setups, 0 plotter
- 0 Virus infections – 3 Malware
- 3 New PC installs
- 3 New Laptops (Animal Shelter, System Control, Relay)
- Configured switch for Gateway Museum
- Moved Pinon Hills phone system off t1
- Disconnected two T1 (Fire three, Pinon Hills)
- Moved Back locations to backup server (cofbksvr01)
- Gmail Conversion and issues
- Setup apple equipment for FFD
- IPAD and Apple TV setup
- MDT Training
- Several phone issues and office moves

LIBRARY VISITORS = 150 people



Farmington Public Library - **30,721** (Daily Average 1,024)

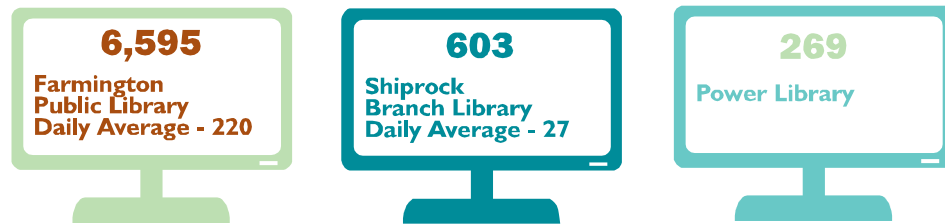


Shiprock Branch Library - **1,644** (Daily Average 75)



Power Library - **830**

COMPUTER USERS






"As ever, the service is top notch. I had my wallet lost/stolen/or strayed. The replacement card was immediate and efficient. I was also assisted when I was still hunting for it. Security reviewed their tapes... I just checked out a fantastic book on Maurice Sendak. Woohoo for having it! What I am attempting to say is, service is great and covers many avenues. I am always thrilled to see the numbers posted regarding usage. As a former teacher, it is gratifying to see so many parents bringing their children, and teens working. Literacy begins at the Farmington Library!" - Joanne

OPEN HOURS

Farmington Public Library	271
Shiprock Branch Library	88
Power Library	36

CHECKOUTS

	Daily Average 1,155
Farmington Public Library	34,657
	Daily Average 18
Shiprock Branch Library	389
	Daily Average 118
Downloadable Media	3,541

WiFi USERS
2,852
Daily Average 95
Wifi is only available at Farmington Public Library

"Our visit was wonderful!! One of our three daughters has Autism, and the children's librarians who were on duty Monday night were wonderful with her. They also helped my other daughters find books that they were interested in and taught us how to put a book on hold." - Elizabeth

VOLUNTEERS

THIS MONTH	
Volunteers	20
Volunteer Hours	27
THIS MONTH LAST YEAR	
Volunteers	17
Volunteer Hours	88

LIBRARY PROGRAMS

Farmington Public Library	
Programs	80
Attendance	1,108
Shiprock Branch Library	
Programs	13
Attendance	52
Power Library	
Programs	37
Attendance	837

	(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	4	no class	10	12
Swimming Lessons	55	81	495	496
Public Swimming Single Payment	1,531	1,279	16,400	15,954
Public Swimming Pass Users*	517	172	3,732	1501
Aquacise (Lions)	393	304	3,155	2,802
Arthritis (Lions)	124	122	782	971

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 pool surface. We received \$4,000 in grant funds from "Make a Splash" which has allowed us to give 66 children 2 free swimming lesson sessions.

<u>Bonnie Dallas</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Congregate Meals Served	3,597	4,520	25,014	26,007
MOW Deliveries*	2,518	2,585	15,375	17,192
Silver Fitness Center	684	836	3,509	4,381

Note: The Silver Fitness Center enrolled 29 new members, and the lunch program added 78 new members. The Senior Center hosted the Annual Volunteer Appreciation Dinner on Jan. 31. The Senior Center Volunteers gave 7,612 hours of service which equates to a savings of \$168,539.43 according to independent research sectors that quantify the dollar amount per hour that Volunteers bring to the table.

<u>Civic Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Farmington Police Annual Awards	300	125	N/A	N/A
SJC Sheriff's Awards	200	115	N/A	N/A
Man of La Mancha	N/A	350	N/A	N/A
Navajo Shoe Game	N/A	160	N/A	N/A
Room Rentals - Paid Events	49	52	418	402
Free Events/Meetings	56	44	336	314

<u>Crouch Mesa Community Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Daily Use	400	470	1,232	2,437

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 Regional Animal Shelter</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
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<u>Intake Dog / Cat</u>				
Owner Surrender		139/72		
O/S Return		2/0		
Stray		143/74		
Seized		8 / 0		
Service In		0 / 0		
TOTAL	338/166	292/147		

<u>Outcomes Dog / Cat</u>				
Adopt	66/23	79/44		
Transfer		145/35		
Return to Owner (RTO)		36/4		
Euthanized	35/44	26/77		
Died		0/1		
TOTAL		286/161		

<u>Indian Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Indian Center Total Customers	2,873	3,037	15,978	21,739
Restaurant Customers	1,954	2,134	12,222	13,791

Note: The Indian Center hosted a winter Navajo Shoe Game (Keshjee'). Two hundred seventy-five people attended the event. In addition to restaurant operations, 43 individuals/organizations utilized the center's meeting space. Miss Indian Farmington applications for the June pageant are now available.

Marketing

Special projects:

- Invitations and programming completed for the January 10th Ribbon Cutting at the Regional Animal Shelter.
- Assembling, designing, and laying out division catalog items, and other details for the PRCA April - July Gateways Program Guide.
- Pushing for completion and return of the Master Plan surveys sent to 4000 community members, and online availability. -Assisting in the planning and materials for Farmington Museum Ribbon Cutting on February 26
- Assisting in the planning and materials for Animal Welfare Celebration for April 5.
- Coordinating efforts to attend the Home Show at McGee Park for March 6-8 with Community Development team.

Note: Attended Brand+Aid Marketing and Branding Conference in Dallas, Texas mid-January.

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

January, 2014

<u>Museum</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Museum General Attendance	1,643	1,569	93,411	73,765
Volunteer Hours	222	258		
Museum Store Revenue	\$10,944	\$11,214		

Note: The Farmington Museum has begun preparations to open the new wing of the Museum. February 26th at 3pm is the appointed time for the ribbon-cutting and open house. E3 Children’s Museum & Science Center hosted a Family Math Night on January 24th. January also saw the Farmington Museum Foundation and Friends of the Nature Center hosting their annual meetings. The Farmington Museum Foundation bestowed Bob and Mary Culpepper with a lifetime membership award for their generous philanthropy.

Parks Operations

Seasonal Maintenance: Crews began removing the Christmas decorations and putting them in storage for next year.

Tree trimmers were busy trimming trees on Main Street and chipping up recycled Christmas Trees; the mulch was then made available to the public for their landscaping needs. Crews were at Bluff Shadow Lake grinding up tree trimmings from last year. Spraying of pre-emergent began in the bare park areas to keep weeds from germinating in the spring.

Special Events: Crews helped with 3 special events; the Civic Center show, “Man of La Mancha,” The “Polar Bear Plunge” at the Recreation Center, and the Ribbon Cutting Ceremonies at the newly constructed Farmington Regional Animal Shelter.

Conference Training: Two employees traveled to Albuquerque for the “Think Trees New Mexico” conference. One employee traveled to West Virginia to attend the Park & Recreation Management School. It is the desire of the PRCA Department to keep abreast of current trends and procedures in order to better serve our community.

Job Openings: Job openings were posted for Parks Superintendent and Parks Maintenance Worker IV/Small Engine Mechanic.

Graffiti Reports: 64 out of 67 work orders were removed or painted over; 3 work orders are awaiting owner permission.

<u>Pinon Hills</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Golf Rounds	0	1,936	18,644	18,621
Pro Shop Commission	\$255	\$866	\$10,571	\$11,282
Food & Beverage Commission	\$0	\$880	\$24,768	\$23,996
Golf Revenue	\$3,560	\$35,017	\$478,578	\$466,469
Total Facility Revenue	\$3,815	\$36,763	\$513,917	\$501,747

Note: A very warm weather month led to a busy month at Pinon Hills Golf Course. Compared to last year - when the course was closed the entire month - this January, the course was open all 31 days of the month. A good month helped us recover a bit and move a little closer to last year’s numbers.

Parks Planning

Glade Park: Two concept plans were prepared for Glade Park on Municipal Drive, primarily to determine the location of a street side fence and parking lot which will be installed in the near future.

Accreditation Report: Continued revisions on Chapters 2 and 7 of the Accreditation report.

Transportation Alternative Program (TAP): Continued coordination with NMDOT staff for grant requirements on the Southside River Road Trail Grant; Contacted cultural and environmental consultants to request proposals for their services.

Wildfire Protection: Meetings continued with the Farmington Fire Department and County Agents on Wildfire Eradication in targeted park lands, i.e. Anesi Park and Westland Park. Collectively, over 100 acres of non-native trees, i.e. Russian Olives, will be removed from these various parks.

Americorps Volunteer Project: An Americorps group placed 350 lineal feet of chipper mulch on the nature trail in Berg Park.

<u>Recreation Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Racquetball Courts	702	895	4,064	4,133
Gym:				
• Open	662	709	3,201	3,448
• Programs	808	847	5,405	5,917
Customer Contacts (counter)	132	298	3,242	3,736
Special Events/Athletics				
• Family Bingo & Pizza Night		9		

Note: Although attendance at the Family Bingo & Pizza Nights has really fluctuated from the teens to nearly 70, marketing for the January date was minimal and hand bills were not available soon enough to mail and post, therefore, possibly reflecting in the low attendance.

<u>Sycamore Park Community Center</u>	<u>MLY</u>	<u>MTY</u>	<u>YTD FY13</u>	<u>YTD FY14</u>
Adult Activities	121	292	734	1,143
Kids’ Activities	404	613	3,319	5,599
Facility Rentals	88	80	537	622
Visiting Patrons	5,446	7,111	49,637	59,404 Cakewalk
	69	89		

Note: The increase in visiting patrons is attributed to more daily visits and increased activity participation.

Statistics

There were **5,593** calls for service, and **674** Offense Reports taken in the month of January.

Events

On 01/10/14, officers were dispatched to Animas Park, 101 Browning Parkway on a reported body in the river. Fire/Rescue units were called and a deceased male subject was subsequently recovered. There were no obvious signs of trauma and it is believed to be an accidental drowning.

On 01/14/14, the Giant convenience store at 20th and Butler was robbed (unarmed). Officers saturated the area and located the juvenile suspect at some nearby apartments. The suspect was arrested without incident.

On 01/17/14, officers responded to 3401 Washington regarding an assault. On arrival officers learned a neighbor of this residence walked to the house and was confronted by a male subject who pointed a shotgun at him. The neighbor retreated and called police. It was discovered the neighbor interrupted a burglary. The suspect fled prior to police arrival and was not located. The investigation was turned over to detectives and is ongoing.

On 01/26/14, four police officers successfully completed field training and were released to full duty.

On 01/30/14, Region II Agents had developed information that three Mexican Citizens were staying at the Motel 6 in Farmington and had large quantities of methamphetamine and heroin. 3 suspects were subsequently arrested and a large amount of heroin and methamphetamine were seized.

- Foothills Enhancement Project – Holmes Drive to Lakewood; public meeting held January 9, 2014; follow up meeting scheduled March 6th, 7 pm at Country Club Elementary, 5300 Foothills Drive.
- 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); seeking NMDOT approval to acquire right-of-way takes on the north side of Piñon Hills Blvd / Main intersection; appraisal on hold; preparing design reimbursement request; public meeting to be held on March 20th, 7 pm at Gateway Museum on E. Main Street.
- Storm Cleanup: *FEMA 2010* all work complete; preparing final 20 summary reports out of 120 projects;
- Storm Cleanup: *September 2013* – Street division crews continue sweeping, blading, and cleaning street crossings. Consolidated Constructors completed Hubbard Pond debris removal, while crews continue debris removal in Hood Arroyo between Crestwood and Pinecroft; and, installing new storm drain on East Main Street between Hannon and the open channel north of Great Harvest Bread Company. FEMA is in town assessing sites in February.
- Miscellaneous projects: *La Plata Highway waterline project*: received BLM permit, awaiting NMDOT permit -- additional data requested by NMDOT; *McColm sewer line replacement project* -- 25% complete.
- NMDOT FY13 MAP Project – Apache Street Resurfacing, Auburn to Butler; complete, awaiting NMDOT reimbursement.
- COF Master Drainage Plan: HDR Engineering – kick off meeting for Alternatives Evaluation Workshop was held in January; next meeting to be held in February.
- 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; seeking NMDOT approval for bid process. Anticipated bidding for projects spring 2014 with construction summer 2014.
- East Main Adaptive Traffic Signal Control System: all engineering work is complete; request for PIF (Public Interest Finding), sole source, purchase submitted to FHWA for approval.
- 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; anticipated completion Oct. 2014.
- 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. Piñon Hills/Dustin traffic signal is under construction – to be complete April 1, 2014, weather dependent. Staff continues working with vendor on proper integration between existing traffic software and new Police Department software, Lexis/Nexis Ecrash. Evaluations are underway for additional left turns on Main at English and Beckland.
- Streets: Heavy Equipment and truck crews continue rebuilding and blading dirt streets after the rainstorms and hauling materials as needed. Crews are currently working in Glade Wash. Asphalt crews are patching street cuts with recycled asphalt and continue repairing potholes with pothole machine or bag mix. Sweepers are sweeping residential areas and arterial streets. Roadside crews are cutting weeds, picking up trash, 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, weather dependent. Snow and ice removal is also underway.

Compliance Division Activities:**Safety**

- Attended a variety of city department safety meetings and responded/conducted training in response to requests.
- Training sessions: First Aid/CPR, GHS, Incident Reporting, PPE / Hazard Recognition.
- Conducted Spot inspections, Incident Investigation, JHAs, and reviewed incident reports.
- Assisted with Travelers Insurance onsite visits.
- Attended American Society of Safety Engineers Seminar Conference.
- Conducted End of Year Review and complied the OSHA 300A Report.

January Incidents:

14 Incidents reports received with 5 of them OSHA recordable:

PRCA - 3

Public Works - 1

PD - 1

YTD OSHA Recordable incidents: 5