

The January 2015 **Gross Receipts Tax** report is shown below. January reflects November business activity.

	<u>Month</u>	<u>YTD</u>
January FY16 GRT Received (Gross)	\$ 3,901,273	\$ 29,521,116
January FY16 Budget	\$ 4,020,091	\$ 25,421,906

	<u>Budget to Actual</u>	<u>\$ Over / (Under) Budget</u>
Month of January	(3.0%)	(\$ 118,818)
Fiscal Year To Date	.3%	\$ 99,210

**GRT - Major Sectors  
Month-Over-Month Comparison  
January - FY2016**

Single Month	Jan. FY16	Jan. FY15	\$ Change	% Change
Mining, Oil, Gas	\$ 232,935	\$ 233,618	\$ (1,000)	(0%)
Construction	183,182	272,714	(90,000)	(33%)
Manufacturing	178,287	252,579	(74,000)	(29%)
Wholesale Trade	119,307	214,370	(95,000)	(44%)
Retail	1,311,523	1,693,779	(382,000)	(23%)
Prof, Scientific, Technical	141,051	206,334	(65,000)	(32%)
Healthcare & Assistance	300,196	274,956	25,000	9%
Accommodations / Food Svc.	288,276	308,229	(20,000)	(6%)
Other Services	451,864	393,059	59,000	15%
Misc./ Unclassified	694,653	401,619	293,000	73%
Total	\$ 3,901,273	\$ 4,251,256	\$ (350,000)	(8.2%)

**GRT - Major Sectors  
Year-Over-Year Comparison  
July - January FY2016**

7 Month Period	FY16 YTD	FY15 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 1,385,634	\$ 1,868,795	\$ (483,000)	(26%)
Construction	1,997,624	1,767,968	230,000	13%
Manufacturing	1,324,598	1,428,711	(104,000)	(7%)
Wholesale Trade	1,230,570	1,637,290	(407,000)	(25%)
Retail	11,239,085	11,363,441	(124,000)	(1%)
Prof, Scientific, Technical	1,216,881	1,429,219	(212,000)	(15%)
Healthcare & Assistance	2,489,379	2,240,204	249,000	11%
Accommodations / Food Svc.	2,421,035	2,334,306	87,000	4%
Other Services	3,205,912	3,599,399	(393,000)	(11%)
Misc./ Unclassified	3,010,399	2,885,200	125,000	4%
Total	\$ 29,521,117	\$ 30,554,532	(1,033,000)	(3.4%)

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

**Election Information:** The 2016 Regular Municipal Election will be held on Tuesday, March 1, 2016. Councilors from Districts 1 and 2 will be elected. Farmington Museum, City Hall and Sycamore Park Community Center have been designated as voting convenience centers and will be open on Election Day from 7:00 a.m. to 7:00 p.m. Early voting in the City Clerk's office begins February 10, 2016.

**Requests for Information:** 46 requests to inspect public records were processed.

**Business Registration:** 42 new business registrations were processed during the month of January, 2016 and 541 business registration renewals were processed.

**Solicitors:** Licenses were issued to Bizzy Dee'z (Delayne and Isiah Chavez), Taylormade Enterprises (Hosteen Valencia, Ian Wright, Jaret Holt, Wilson Shanafelt and Adam Thompson) and Rhino Roofing (Keary Gibbons). Solicitor licenses are valid for three months. If the salesman does not have a license, call my office at 599-1170 or non-emergency dispatch at 334-6622 if it is after hours.

## AGENDA ITEM LIST

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

### 2/16/16 WS

Annual audit/comprehensive annual financial report (Moss Adams, LLP)  
FEUS Rules & Regs-Info only (Nipper)  
Bid for battery rack and charger (Benson)  
Semi-Annual Financial Report-FY 2016 (Mason)  
Appointment to CPAC (Mayor)  
Closed Meeting – acquisition of water rights (Farmer's Mutual Ditch) (Montoia)  
Closed Meeting- Limited Personnel Matters (performance evaluations for manager, attorney & clerk)

### 2/23/16 CC

\*Minutes – 2/9/16 CC  
\*Modification No. 3 for Region II HIDTA (Bobbie)  
FEUS Rules & Regs- Action (Nipper)  
Ordinance amending Chapter 20 – discussion (Mayes)  
Unfinished Business: PFP 15-01 [tabled at 1/26/16 and 2/9/16 CC] (Neil)

### 3/7/16 Organizational Meeting - Advertise

### 3/8/16 CC

Removal of traffic signals (Court/Main; Locke/Main; Allen/Main) (Sypher)  
City Manager Bus: Update and direction to staff re: solar project (Fred Wellington)  
Ordinance amending Chapter 20 – final action (Mayes)

### 3/15/16 WS

Adoption of FY 15/16 Budget Adjustment #3 (Emrich/Mason)

### 3/22/16 CC

Community Relations Commission Annual Report (Campbell)

### 4/12/16 CC

### 4/19/16 WS

Budget Hearing #2 – CIP (Mayes)

**Building Inspections Activities:**

Permits were issued for the following projects:

1. Interior remodel for Roca Investments, 108 East Main Street.
2. Interior remodel for Instel Steel West, 1000 Malta Avenue.
3. Interior remodel for San Juan Professionals, 622 West Maple Street.
4. Interior remodel for Toy Store, 5160 College Boulevard, Suite 107.
5. Interior remodel for Target, 4900 East Main Street.
6. Three (3) building permits for new single family residences.

Plans are currently under review for the following projects:

1. Interior remodel for Hog Wild, 2101 Bloomfield Highway.
2. New Carl's Jr., 2300 East Main Street.
3. New fuel tank for United Rentals, 171 Browning Parkway.
4. Tenant Improvement (Distillery) for Three Rivers, 101 East Main Street.
5. New Chick-Fil-A, 4910 East Main Street.
6. Tenant improvement for Hibbett Sport, Animas Valley Mall, 4601 East Main Street.
7. Tenant improvement for Three Rivers, 109 East Main Street.
8. New building for Budget Blinds, 941 Schofield Lane.

The Division issued a total of 61 building permits with a valuation of \$1,299,688, performed 6 final inspections of new single family residences, and performed a total of 269 inspections. The Division also processed 8 public record requests.

**Planning Division Activities:**

1. Staff accepted, reviewed, processed, and/or presented the following: 1 rezone petition; 2 SUP petitions; 1 variance petition; 1 right-of-way abandonment petition; 1 administrative adjustment; 2 preliminary plan/final plat petitions; 1 final plat petition; 5 summary plats; 12 business license zoning verifications; 12 address verification/assignments; 4 UDC violation complaint inspections; 14 UDC violation complaint re-inspections; 2 zoning code violation letters; 1 pending court case; reviewed 61 sets of building permit plans for UDC compliance; and, met with 52 counter visitors to answer inquiries and/or approve permit plans.
2. Staff continues to coordinate the Main Street Complete Streets Project with the MRA Commission. The Commission recommended on Jan 21 that funds from the MRA Fund be used to complete construction drawings for the project. The Council is scheduled to consider the recommendation on Feb 9.

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

1. Staff continues to complete the 2015 Annual Action Plan tasks. The public service sub-recipients are starting their second quarter of the grant. The environmental review for the Public Works sidewalk ADA improvements is in progress.
2. The City Council approved a minor amendment to the 2012 Action Plan on Jan 12 to extend the financial literacy/credit repair classes for an additional year.
3. Staff continues to work with HUD to update all project activities in IDIS.
4. Staff attended ESRI ArcGIS training.

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

1. The MPO Technical Committee met on Jan 13 to make recommendations to proposed amendments to the Unified Planning Work Program (UPWP) and the Public Participation Plan (PPP). Both amendments were approved by the MPO Policy Committee on January 28.
2. Staff issued a second draft to the Complete Street Design Guidelines. The MPO Technical Committee plans to meet in late February to review the draft.
3. NMDOT audited the MPO during the week of Jan 25.
4. Staff attended the Transportation Research Board (TRB) National Conference in Washington, DC. The conference provides insight into what's trending in transportation planning across the U.S.

**Administration**

1. Community Solar project
2. CREDA Board Meeting
3. Integrated Resource Planning (IRP)
4. SJGS restructuring

**Business Operations**

- FEUS Rules and Regulations presented to Public Utility Commissioners and unanimously approved for recommendation to City Council, with input having been received from the San Juan County Home Builders Assoc.
- Prepared Electric Utility Mine Reclamation Trust 2015 annual funding status report.
- Prepared 2<sup>nd</sup> Quarter financial report for NMDFA.
- New Service work orders - 25 released to Line Department for construction; new projects include a new Mobile Home Park on Rd 6451, a new building for Totah Behavior Center, and relocate existing line for US 64 project at Rd 5295.
- FY2017-18 electric utility budget on going.

**Customer Service**

- Community solar project questionnaire available to customers (website, Facebook, email, and paper copies in Customer Service)
- Fire hydrant base charges corrected for billing error.
- Completed meter and rate information for General Services' conservation study.
- Several water meter issues reviewed.
- Worked with bill printing vendor to correct placement of tax on Kirtland bills.
- In January (December terminations reported in Feb.), 121 collection accounts worked totaling \$19,232, of these 63 accounts remitted \$6,791, leaving 79 uncollected for \$12,441 which will be sent to The Advantage Group for additional collection efforts (less 4 accounts belonging to deceased individuals). In February there are 121 accounts for \$18,696 to be researched. In January we had 182 LIHEAP verifications, 190 payments; and currently 19 payments are due.
- The January collection report from The Advantage Group will be available on Feb 11, and will be in the February monthly report.

**WECC, Environmental:**

1. Linda Jacobson-Quinn, FEUS Compliance Manager – Elected Chair of the Western Interconnection Compliance Committee for 2016.
2. Compliance Mock Audit Completed: Reviewed 25 Standards; over 150 requirements. Multiple SME Interviews.
3. Hired Derrick Adams for T&D Safety Inspector Position.
4. Submitted Bluffview Title V Air permit reports.
5. Participated in “Disaster Management for Electric Utilities” sponsored by FEMA.
6. Started exploring alternative oil/absorbent/oily wastewater vendor for generation plants.

**Engineering:**

1. Aztec Sub – Labor Only Construction Contract was awarded to Integrated Power Company, construction commenced on January 18, 2016
  2. Drawings completed for “20<sup>th</sup> Street Complete Streets – Phase 1”
  3. Finalizing GPS inventory; gathering residual points, correcting errors and adding new points created during project.
- Estimates: 21                      Work Orders Written by EE: 26                      Transformer Checks: 17                      Meter/Quad Spots: 3  
Work Orders Released by EE: 25

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

1. Continuing construction on Circuit 2702 rebuild on Hwy 516, 90% complete.
2. Turley Phase III reconductor on circuits 44-01 & 44-02 is 75% complete.
3. New three phase overhead service for Bank of the Southwest in Farmington complete.
4. Multiple transformer upgrades installed in the system for added load.
5. Pole to Pole maintenance completed on the UW line from West Loop Sub to R1551.

Construction WOs Completed: 26                      Maintenance WOs Completed: 59  
Tree Trimming WOs Completed: 70                      Customer Trouble calls: 43  
Street Light locations maintained: 89

**Relay/Meter:**

1. Completed baseline testing for new Fiber Optic cable to Chaco Plant.
2. Assisted ICE Techs with metering issues at Navajo Gen 1.
3. Continuing NERC compliance testing at Bluffview Substation.
4. Investigating 40 "high use" complaints, all were correct, attributed to colder than normal month.
5. Met with Desert Rose RV park in Bloomfield on installation of new meters and upgrading the parks demand metering.

New Service Installations: 5      Meters Tested: 282                      Power Quality Checks: 29                      Tampering: 1  
Periodic maintenance: 163      Disconnect tags mailed: 5009      Field disconnect notices: 1818      Regular Re-connects: 59  
After Hours Re-connects: 194

**Generation:**

1. Completed mock audit for NERC compliance standards.
2. Maintenance attended Air Compressor Training.
3. Continuing with Navajo Unit 1 maintenance overhaul.
4. Continuing work on Integrated Resource Plan.
5. Started work on Animas Hydro restoration.

**Fuel Sales & Purchases:**

1. Animas total estimated gas sale – 140,950 mmbtu: Bluffview total estimated gas sale – 7,200 mmbtu.
2. Animas estimated gas buy back – zero mmbtu: Bluffview estimated zero gas buy back- 1,700 mmbtu.

**Control Center:**

1. Ryan Watson - Trainer and Tim Mazel – Senior System Operator attended PEAK RC training.
2. Assisted with PACE Global IRP.
3. Completed WECC data request for Engineering Division.
4. Working on server replacement and upgrade to Scada system imaging, and automating virus protection on software updates.
5. Working on file server dedicated to Information Protection under CIP v5 requirement.

**System Outages:**

1. 1-12-2016 @ 11:42 – Turley circuit 4401 locked out, 114 customers affected for 1hour. Cause still under investigation.
2. 1-24-2016 @ 19:18 – Bloomfield circuit locked out, 2118 customers affected for 45 minutes. Caused by failed cutouts on a 3 pot transformer bank.

**Operating Statistics:**

Animas Plant MWh: 121  
Bluffview Plant MWh: 39,165  
Navajo Plant MWh: 6,757  
San Juan Plant MWh: 20,714  
WAPA MWh: 6,893  
Purchased MWh: 21,937  
Average Purchase Price: \$ 38.79/MW  
Purchased Power cost: \$850,907  
Peak Demand MWh: 152    increase (decrease): (3.29%)  
Monthly System Energy MWh: 96,227    increase (decrease): (2.01%)

<i>CALL TYPE</i>	<i>NUMBER OF RESPONSES</i>
Structure Fires	9
Vehicle Fires	1
Brush/Grass Fires	1
Rubbish/Dumpster Fires	4
Other Fires	0
Rescue/Emergency Medical	468
False Alarms	21
Mutual Aid Given	0
Hazardous Materials Response	7
General Hazard Response	13
Other Responses	180
<b>TOTAL</b>	<b>704</b>

### TRAINING

- EMS Training: Annual CPR refresher by Engineer Rix.
- Company Training: Peer support team overview and introduction by Engineer Hickerson.
- Company Training: Large area search training, conducted at the acquired structure (111 N. Allen).
- Target Solutions: EMS Abdominal trauma basic.
- Target Solutions: Dealing with issues of alcohol and substance abuse.
- Target Solutions: Anger, violence, and conflict in the workplace.
- Target Solutions: Alcohol-free workplace.
- Technical Rescue Team: Structural collapse by Cpt. Daniels.
- Fire Investigation Group: Group training on photography by Fire Marshal Vega.
- Aircraft Rescue Firefighting (ARFF) Group: FAA required training.
- New P-Card training conducted by Rosalyn Potter.
- Scheduled Maintenance:
  - o Technical Rescue Team Maintenance: B-Shift
  - o Hazmat Team Maintenance: C-Shift
  - o Wildland Team Maintenance: A-Shift

### MISCELLANEOUS

- Numerous public events, station tours, and fire safety talks; including a public open house at the new Fire Station #1.
- Annual required Ladder Testing was conducted by an outside vendor.
- FFD Team members participated with FPD's S.W.A.T. monthly training activities.
- Presented an award to San Juan Country Club employees, for the actions taken by staff to assist fellow employees trapped in an elevator that was filling up with smoke.
- Participation in Gold King Mine incident reimbursement meeting.
- FFD members participated in discussion with the Civic Center on the creation of a sight specific emergency action plan.
- Participated in planning meetings with FPD for Farmington School's safety drills.
- Participation in discussions/meetings relating to the new Sobering Center.
- Participation in the Communication Center's Board Meeting.
- Conducted an assessment center for a Captain 1 year hiring list.
- Conducted interviews for a new part time Fire Inspector.
- FFD representatives met with the New Mexico State Fire Marshal's office, in order to prepare for the up-coming ISO inspection.
- Participated in the 2016 LEPC full scale drill kick off lunch.
- Participated in the scheduled CHAP meeting.
- Participated in the Technical Advisory Committee (TAC) meeting.

(Yearly Totals Are Calendar Year)

**Vehicle Maintenance Division:**

- Vehicle Job Orders Completed 569
- Service Calls Completed 8
- PM Services Completed 76
- Two ASE Certifications acquired give VM a total of 48

**Building & Maintenance Division:**

- Active Job Orders 222
- Completed Job Orders (Month) 135
- Completed Job Orders (YTD) 135

**Maintenance Projects:**

- Replaced old compressor in Annex Building
- Continued work on the control building at the Aztec Substation
- Continued cleanup at MOC
- Completed turnout room at Station 4
- Continued work on Administrative Services remodel
- Replace 4” cracked sewer line above ceiling in the lobby of the Downtown Center
- Completed women’s showers at the Farmington Indian Center

**Status of Construction Projects:**

- Joint Intervention Program Building: The foundation and masonry are complete. Two of the five modular units that make up the total building are on site and ready for placement. The remaining units were delayed by high winds.
- Sobering Center Building: Building is complete. Policies and procedures are being developed with PMS, FPD, FFD, COF, SJCounty and SJRMC.
- Energy Efficiency Upgrades: The Investment Grade Audit is over 50% complete. Review teams with ECI have been to Farmington twice inspecting HVAC systems, controls, lighting, irrigation water use and street lighting. Additional visits are scheduled for February 8 &9.
- City Hall Renovations: The architect continues to coordinate designs with ECI for City Hall. The project will be completed in several phases with hallway security and parking improvements being among the first phases.
- Police Department locker rooms are still in design phase.

**Four Corners Regional Airport**

(Percentage Change YTD)

	<i>Current Year – Jan. 2016</i>		<i>Previous Year - Jan. 2015</i>
Enplanements:	144	-51.52%	297
Deplanements:	138	-54.15%	301
Air Traffic Operations:	2,256	8.15%	2,086
Fuel Flowage (gallons):	15,806	-33.67%	23,828
Car Rental Revenue:	\$ 5,000.00	-50.00%	\$10,000.00

**PERSONNEL DIVISION**Job Postings:

- Regular/Full-Time - 9
- Temporary/Seasonal - 11
- Inter-Department - 2
- Inter-Division - 5
- Inter-City - 0

New Hires:

- Temporary/Seasonal - 11
- Regular/Full-Time - 4

Terminated:

- Temporary/Seasonal - 9
- Regular/Full-Time - 6

**PAYROLL*****PP# 1***

Printed Direct Deposits	305
Regular Checks	59
Emailed Direct Deposits	611
Total Checks printed	975**

Gross Pay	\$1834972.52
Net Pay	\$1127296.08
Regular Employees	745
Temporary Employees	235

***PP# 2***

Printed Direct Deposits	313
Regular Checks	58
Emailed Direct Deposits	624
Total Checks printed	995**

Gross Pay	\$1781289.69
Net Pay	\$1135938.42
Regular Employees	745
Temporary Employees	227
<b>(PD Clothing allowance PP#2)</b>	

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

**HR GENERAL**

- Work on ID Badge Administrative Regulation
- Continued recruitment for Personnel Supervisor position
- Worked on implementation of job evaluation management software.
- Prepare open enrollment for ACA eligible employees

Application Services Division**High-Level Projects and Activities**

- Responded to a broad range of help desk requests
- Made progress on the NaviLine Edge interface installation; awaiting additional materials
- Assisted with the printing of W2s, 1099s, and liquor license renewals
- Made progress on the implementation of work orders for Traffic (ongoing)
- Researched the implications of an operating system upgrade on the iSeries (ongoing)
- Coordinated with FIS/SunGard on the import of parcel data to Land Management (ongoing)
- Added IBM IPDS support to the new billing printer for printing of bar codes
- Met with PRCA staff to discuss their OptiView scanning needs; purchased and installed the scanner and began creation of document categories
- Upgraded the KBOX appliance to latest software version
- Assisted utility customers with Click2Gov online payment questions
- Performed routine tasks related to system availability and data protection

**Departmental Help Desk Ticket Counts:**

313 tickets created

286 tickets closed

Average satisfaction rating of 5 (out of 5) based on 10 responses received

GIS Services Division**High-Level Projects and Activities**

- Numerous revisions made to Red Apple Transit Maps, changes applied to GIS system
- Revised the Farmington ISO Maps with new roads and defined list of building for FFD
- Solid Waste and Recycling Maps were digitized according to Waste Management
- Created Water Right Map displaying ownership of COF water rights
- Worked on Land Management data upload project for HTE P&Z implementation

Infrastructure Services Division**High-Level Activities and Projects**

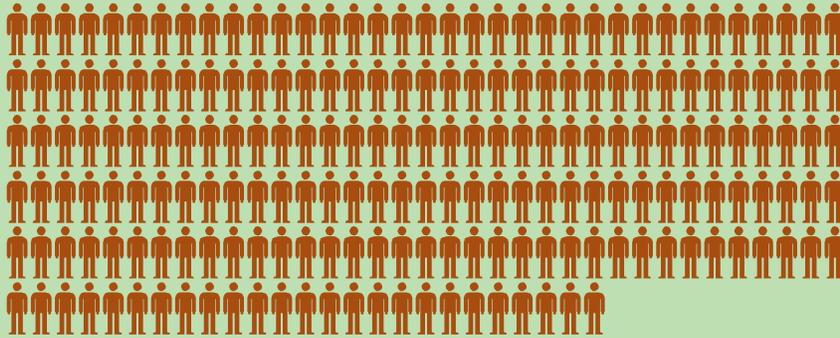
- Provisioned new Firehouse Host, Ethernet connection and redesigned storage, reload the ESXi.
- Install and configured new Vcenter server to handle the Fire Dept. Host.
- Replaced the UPS battery Backup in fire house 6
- Cleaned up AD Devices and computers from the past 4 or 5 years till 7/1/2015
- Finalized Police Dept. Server 2 PtoV
- Finalize and prepared Fire Department SQL server PtoV
- Added SEP to few new and old servers and upgraded the License
- Deployed and upgrade the SEP updated on all connected servers 64 and 32 bit
- Replaced UPS in the main server room and in MOC
- Replaced HD on DC 03 in MOC
- Archiving monthly and weekly backup tapes.
- Performed daily tasks of Infrastructure Services operations, maintenance, and recovery.

Technical Services Division**High-Level Activities and Projects:**

- Setup New Users - Completed helpdesk calls for various departments
- Provisioned computers for HR Training room – Civic Plus Training
- 13 new computer installs , 7 laptops, 3 refurbished upgrades
- 0 Virus infections – 2 Trojan – 0 Malware
- Setup new office for Municipal Court – Data and Voice
- Fire Department Server - New server running in production
- Continued working on TRACS eCitation for FPD, Started L3 upgrade project FPD
- 579 trouble calls (17 call outs) for FPD
- 19 Video requests for FPD
- Training completed for Fire Studio 5
- 7 Trouble calls Fire
- Airwatch Project started

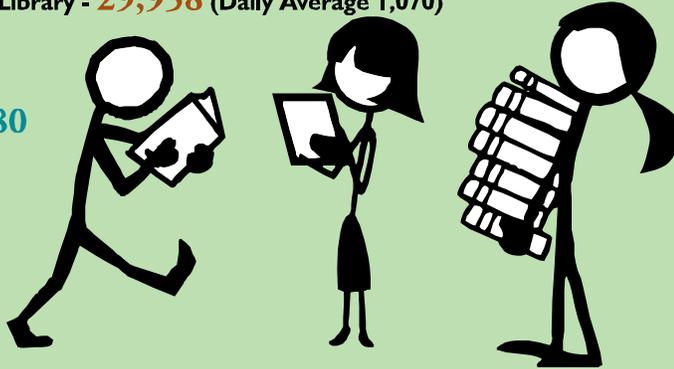
# LIBRARY VISITORS

 = 150 people



Farmington Public Library - **29,958** (Daily Average 1,070)

  
Power Library - **680**



# OPEN HOURS

Farmington Public Library ..... **272**  
Power Library ..... **44**

Farmington Public Library Hours  
Mon-Thu: ..... 9am to 9pm  
Fri-Sat: ..... 9am to 5pm  
Sun: ..... 1pm to 5pm

# CHECKOUTS

 Daily Average 1,124  
Farmington Public Library **31,467**

Power Library  
 **Download eBook or Audiobook** Daily Average 174  
Downloadable Media **4,878**

# COMPUTER USERS



**5,806**  
Farmington Public Library  
Daily Average - 207

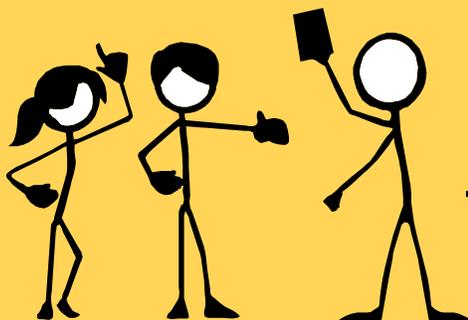
**255**  
Power Library



  
**WiFi USERS**  
**2,462**  
Daily Average 88

Wifi is only available at Farmington Public Library

# VOLUNTEERS



## THIS MONTH

Volunteers ..... **16**  
Volunteer Hours ..... **54**

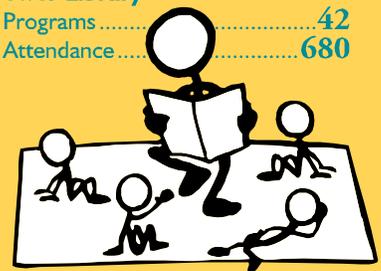
## THIS MONTH LAST YEAR

Volunteers ..... **13**  
Volunteer Hours ..... **45**

# LIBRARY PROGRAMS

Farmington Public Library  
Programs ..... **78**  
Attendance ..... **1,683**

Power Library  
Programs ..... **42**  
Attendance ..... **680**



**Administration**

- Re-opened vendor selection process for mini-golf feasibility
- Commercial park use policy completed
- Airport Planting Plan completed (by Tower)
- RC Park Viewing Stand: Drawings in development
- Foothills Playground demolished and being prepped for installation
- Beckland Hills Playground is next for demolition and installation
- Indian Center shade structure site being prepped for installation
- River Stewardship grant application ((Rock Garden Reach proposal)
- RTP grant application (COF as fiscal agent) for BLM Motorized Trails proposal in Glad Run Recreation area.
- RFPQ (funded through CDBG) released for ADA Improvements at Soccer Complex, Fairgrounds Park, and E3 Museum.

<b><u>Aquatic Center</u></b>	<b><u>YTD FY16</u></b>	<b><u>YTD FY15</u></b>	<b><u>JAN FY16</u></b>	<b><u>JAN FY15</u></b>
Water Safety Instructor Course	7	14	0	0
Lifeguard Certification	4	2	0	0
Swimming Lessons	723*	697*	75*	93*
Public Swimming Single Payment (FAC)	14,699*	17,148*	1,256*	1,297*
Pass Usage	1,362*	1,103*	170*	150*
Aquacise (Lions)	3,556	3,231	423	476
Arthritis (Lions)	644	855	63	130
Brookside Public Swim	4,309	15,304	0	0

**Note:** FAC had 889 lap swimmers during December. Lions had 294 lap swimmers and 300 participants for Water Therapy. Aquacise and Water Therapy at Lion’s Pool have increased significantly throughout the year, which is the reason for a decrease in Arthritis. \*These numbers are for FAC only. Pass usage has seen a major increase at FAC throughout the year.

<b><u>Bonnie Dallas Senior Center</u></b>	<b><u>YTD FY16</u></b>	<b><u>YTD FY15</u></b>	<b><u>JAN FY16</u></b>	<b><u>JAN FY15</u></b>
Congregate Meals Served	28,598	24,806	4,252	2,945
MOW Deliveries	19,604	18,387	2,761	2,137
Silver Fitness Center	5,365	4,922	1038	974

**Note:** Currently, the Silver Fitness Center has enrolled 39 new members bringing the total to 863 members. New Mexico Highland University has approached Bonnie Dallas Senior Center to allow a Grad-Student to develop and implement a project to engage the meals on wheel clientele in body, mind and wellness techniques. Sanford University is collaborating with Bonnie Dallas Senior Center to offer “My Chronic Disease Workshop” which has been widely received; enrollment is full and we have formed a waiting list for future participants. This January increase in congregate numbers can be attributed to various combining factors; updating and modernizing the center, including more activities for all abilities, additional entertainment (Wednesday Bands), new management with fresh ideas and weather with lower snow fall is drawing more people in to be included. ICAN nutrition education started again provided in the dining facility during lunch. The Bonnie Dallas hosts the training for the County of San Juan Tax preparers and there is a large increase in in the number of volunteers being trained in preparation for Tax season.

<b><u>Civic Center</u></b>	<b><u>YTD FY16</u></b>	<b><u>YTD FY15</u></b>	<b><u>JAN FY16</u></b>	<b><u>JAN FY15</u></b>
Civic Center Attendance	55,225	52,354	5,512	5,218
Amphitheater Attendance	1,927	1,338	4	0
Room/Theater Rentals/Paid Events	384	388	56	48
Free Events/Meetings	316	275	47	52
Lions Wilderness Amphitheater	10	12	1	0
Total Civic Center Events	700	663	103	100
Total Amphitheater Events	10	12	1	0
Total Scheduled Events	710	675	104	100
Total No Shows/Canceled/Walk-In	42	31	4	4

<b>Crouch Mesa Community Center</b>	<b>YTD FY 16</b>	<b>YTD FY15</b>	<b>JAN FY16</b>	<b>JAN FY15</b>
Daily Use	2,000	2,170	324	348

**Note:** CMCC was closed during the cancelled days of school due to snow days and CMCC was scheduled to assist during busy times and special events at SPCC. Staff is currently reviewing the programming and use of the facility to improve attendance and operations.

<b>Farmington Regional Animal Shelter</b>	<b>YTD FY16</b>	<b>YTD FY15</b>	<b>JAN FY16</b>	<b>JAN FY15</b>
<u>Intake Dog / Cat</u>				
Owner Surrender	900/818	810/765	101/33	105/78
O/S Return	28/17	21/12	3/0	4/2
Stray	1375/1249	1094/909	178/111	207/99
Seized	41/7	56/5	7/2	4/0
Public S/N	364/379	195/186	58/58	49/49
Total Public S/N	743	352	116/108Free	70/Free
TOTAL	2,708/2,470	2,176/1,877	347/204	369/228

<u>Outcomes Dog / Cat</u>				
Adopt	813/614	675/552	95/58	83/63
Transfer	701/466	839/497	132/114	84/110
Return to Owner (RTO)	418/25	369/35	40/3	57/5
Euthanized	346/987	356/937	47/62	41/50
Died	30/86	9/42	9/2	3/0
TOTAL	2,235/2,159	2,248/2,063	316/235	268/228

**Note:** To date we have taken in about 350 more dogs and 400 more cats than this time last year. We remained very full with dogs during the month of January. We are starting to be able to transport out more animals as long as weather permits. Currently we are working on a complete redesign of our website and World Spay Day which is in February.

<b>Farmington Indian Center (FIC)</b>	<b>YTD FY16</b>	<b>YTD FY15</b>	<b>JAN FY16</b>	<b>JAN FY15</b>
Indian Center Total Customers	21,665	21,284	2,782	3,021
Restaurant Customers	18,212	14,707	2,212	2,479

**Note:** Preparations and planning continue for the center's spring and summer activities. The Indian Center hosted a Navajo Winter Shoe game, Keshjee', 210 people participated and watched the evening event. See the Farmington American Indian Ambassador Nicole Smith's video <https://www.facebook.com/Farmington-Indian-Ambassador-2015-2016-1688218748077665/> from the event on her Facebook page. January's community volunteer hours totaled 30.

<b>Farmington Museum</b>	<b>YTD FY16</b>	<b>YTD FY15</b>	<b>JAN FY16</b>	<b>JAN FY15</b>
Museum General Attendance	76,706	101,085	5,443	6,331

**Note:** The Farmington Museum opened the Ansel Adams Masterworks exhibit on January 30th. A preview the night before brought in 85 people who attended the lecture by author and scholar Jonathan Spaulding who talked about the life and work of Ansel Adams. The following day the Museum hosted Astronomy Night with 566 in attendance. There were all sorts of activities for families to participate in including: the Stardome, astronaut experiments, rocket making and launching, and a movie on the international space station. The Four Corners Photographic Society provided an exhibit of their club's work that is installed in the Museum's atrium. It is a very diverse and wonderful show that complements the Ansel Adams show. The E3 Children's Museum continues to have great attendance since the exhibits remodel in December. The Riverside Nature Center hosted Earth Science Day on Jan 23rd with demonstrations on volcanoes, rock and mineral identifying, and solar ovens.

**Parks Operations**

**Parks Maintenance and Construction:** Crews removed all Christmas decorations throughout City. Foothills Park playground renovation has begun- demolition of existing playground and concrete work. Playground renovations- removal of sand and installing engineered wood fiber continues. Began new landscape installation around Fire Station #1. Musco lighting controls were installed at Fairgrounds Soccer Fields allowing lights to be scheduled and controlled through web based programming. Weather permitting- construction continues on South Side River Road River Trail project parking lot. Sports Complex Softball #6 right field sodding is on hold until temperatures are favorable. Installation of 3 pieces of outdoor exercise equipment at Westside Estates Park. Concrete sidewalk removal and replacement began at Sports Complex Softball. Began pre-emergent weed control application.

**Training:** Parks Operations Emergency Action Plan review and training. Staff attended chainsaw and safety training.

**Lake Farmington:** Closed to watercraft usage for season.

**Special Events:** Crews supported 2 special events plus Christmas Tree Recycling at Berg West and Fire Station #5.

**Graffiti Reports:** 33 graffiti reports were taken and all removals complete.

<b><u>Piñon Hills Golf Course (PHGC)</u></b>	<b><u>YTD FY16</u></b>	<b><u>YTD FY15</u></b>	<b><u>JAN FY16</u></b>	<b><u>JAN FY15</u></b>
Golf Rounds	15,949	18,194	0	1,085
Pro Shop Sales	\$101,483	\$105,285	\$853	\$3,871
Food & Beverage Commission	\$22,353	\$18,467	\$0	\$0
Golf Revenue	\$390,729	\$443,163	\$0	\$25,810
Total Facility Gross Revenue	\$514,565	\$566,915	\$853	\$29,681

**Note:** The golf course was closed the entire month of January, after a late December snowstorm. Staff worked on tournament contracts as well as tabulating a thorough pro shop inventory. The building maintenance department did some painting and minor upgrades to the grill kitchen, including new ceiling tile, lighting, and baseboard trim. The maintenance crew spent several mornings helping remove snow from the civic center as well as the golf courses.

<b><u>Recreation Center</u></b>	<b><u>YTD FY16</u></b>	<b><u>YTD FY15</u></b>	<b><u>JAN FY16</u></b>	<b><u>JAN FY15</u></b>
Racquetball Courts	5,656	5,259	863	963
Gym:				
• Open	4,038	3,532	770	707
• Programs	12,039	9,614	2,945	2,382
Customer Contacts (counter)	3,621	3,761	305	330
Special Events/Athletics				
• Family Bingo	117	81	36	33

**Note:** It has been a cold January and the Recreation Center has seen an increase in gym usage and program attendance. The Coed and Women's Volleyball Leagues started their season play back up after having a break for the Holidays.

<b><u>Sycamore Park Community Center</u></b>	<b><u>YTD FY16</u></b>	<b><u>YTD FY15</u></b>	<b><u>JAN FY16</u></b>	<b><u>JAN FY15</u></b>
Adult Activities	3,906	3,019	506	582
Kid's Activities	6,057	6,891	549	801
Facility Rentals	467	480	60	60
Visiting Patrons	50,452	56,079	6,159	6,997
Cake Walk			108	97
Teen Night			28	24

**Note:** January was a slower month at SPCC with visiting patrons and kid's activities numbers decreasing. SPCC Staff is looking into more programming directed towards the pre-teen and teenage groups. SPCC held two special events in the month of January and both were successful by increasing attendance.

**Statistics for the month:**

Calls for Service	6,399
Arrests	593 (49 DWIs)
Traffic Cites	1,886 (including written warnings)
Municipal Cites	128 (including Animal Control Citations)
Accidents	117 (0 fatal, 27 with injury, 61 property damage, 1 hit & run, 0 city vehicle, 28 on, or involving, private property, and 4 alcohol related)
Evidence Processed	687
Reports Taken	709
Code Violations	504

**Major Events and Accomplishments:**

In January, the Department hosted its annual Awards Banquet. The banquet had record attendance, including a significantly increased number of retired department employees. Key awards were given to Officer of the Year Keith Herrera, Civilian of the Year Kim Millinder, and Supervisor of the Year Nate Lacey as well as other important distinguished service awards, training awards, special unit awards, community service awards, etc.

In January, the Department completed its renovation of the Command Post. The technology upgrades were completed easily, thereby making the command post relevant for many additional years, despite the age of the vehicle's chassis and motor. The renovations saved hundreds of thousands of dollars over the cost of a new command post vehicle. On January 20, Sergeant Roque Velarde and Corporal Mark Gaines graduated from the prestigious School of Police Staff and Command taught by Northwestern University. The 10-week school helps prepare leaders of the department to meet the challenges that come with supervision, management, and leadership.

On January 10, Chief Hebbe released a year-end video discussing the year's events and the future plans of the Department. The video was posted on our social media outlets and on YouTube for the public to view.

Early in the morning hours of January 1, 2016, officers responded to a shooting in the 1200 block of North Wall Avenue. Marcus McGee was later arrested for Attempted Second Degree Murder.

On January 29, Officer Yaw was contacted regarding a possible DWI driver in the area of Apache Elementary. Upon contact with the intoxicated driver in the Elementary School parking lot, a struggle ensued. Officer Yaw had his eyes gouged, an ear injured, and suffered an intentional groin injury inflicted by the suspect. Two employees of the school witnessed the struggle and responded to assist the officer, helping to bring the suspect into custody without further injury.

On January 30, a stolen vehicle driven in extreme reckless fashion was causing extreme hazards throughout the County and into the City. When the vehicle entered into the City, it was travelling in excess of 90 mph. Officers were forced to block traffic at intervening roadways in an attempt to prevent a tragedy. Eventually, the vehicle drove off the roadway, down an embankment, 74 feet before coming to rest. The driver fled the crash but was soon apprehended and arrested. The driver may have been related to similar hazardous driving from the prior day that occupied state and county police for a good part of the day.

In January, the rash of reported bomb threats to local schools and businesses was greatly reduced from the unfortunate and resource-draining frequency that was occurring in December. In January, only 1 similar case occurred at a local school.

- Foothills Enhancement Project – Holmes to Lakewood; Phase 1 - MAP Grant - \$636,379; Right-of-way acquisition ongoing; plans and right-of-way map submitted; met with NMDOT June 29<sup>th</sup>, plans are approved. Right-of-way map comments addressed, resubmitted October 7<sup>th</sup>. SMA completed addressing NMDOT comments and submitted for ROW maps for review for the 4<sup>th</sup> time; awaiting NMDOT certification; will update other certifications after ROW is acquired.
- Piñon Hills Boulevard Extension: Bohannon-Huston engineering/design – Phase 1 construction plans complete; NMDOT contract received 12-24-14, \$4,155,000 for intersection and construction of roadway to Hubbard (STIP -- \$3.7 million). Met with NMDOT on Feb. 13<sup>th</sup>, Feb. 23<sup>rd</sup>, March 6<sup>th</sup> & March 9<sup>th</sup>. Resolution approved by City Council on 4-21-15 for future funding commitments between NMDOT and COF; uploaded cataloged 15-20 year old ROW purchases for NMDOT review on April 15<sup>th</sup>; met with NMDOT on July 29<sup>th</sup> and Aug 14<sup>th</sup>; NMDOT to meet with FHWA to discuss next steps. Submitted affidavits for all ROW purchases to NMDOT November 6, 2015. Many follow up emails and phone calls still have not received any comments for affidavits, just a request Dec. 29<sup>th</sup> for a letter explaining right of way process and that the process used does not adversely affect the public. Letter stating NMDOT/FHWA process was used sent Jan. 4<sup>th</sup>. Plat through the planning process in January, plat to be recorded and right of way maps submittal schedule week of Feb 1. Awaiting NMDOT ROW certification or comments. Awaiting Environmental comments. Single source request letter for adaptive traffic signal submitted Feb. 1<sup>st</sup>.
- MOC Repaving – SMA to do survey work and design to solve drainage issues for Building Maintenance building, parking lot addition and resurfacing of entire site. Survey complete; met with FEUS, Public Works, and General Services to discuss needs on Nov. 16<sup>th</sup>. SMA laying out additional 100 personal vehicle spaces and truck turnaround. Met with SMA and Julie Baird to review plans on Dec. 16<sup>th</sup>; Julie & SMA had action items on the list including getting with the affected departments. Comments return to SMA, secondary gate discussion still ongoing.
- Storm Cleanup: *FEMA 2013* –final project documentation submitted; awaiting DHSEM final disbursement.
- *NMDOT FFY 2014 HSIP Project – San Juan Blvd/Scott Avenue intersection safety improvements and traffic signal reconstruction: Phase 1* – Bohannon Huston – bid opening held January 5, 2016 -- 2 bids received, one not signed – low bid was \$550,142 (engineer's estimate was \$415,848); bid award postponed to February 2016. Additional funding and cost reductions are being researched.
- Drainage Action Items: Only the Hubbard crossing design remains and is being reviewed by the City Engineer.
- Piñon Hills / Farmington Ave Pedestrian Improvements: TRC completed project work; inspection by NMDOT & FHWA held July 30 2015 -- corrective repairs completed; NMDOT final re-inspection conducted January 20, 2016, preparing reimbursement requests.
- SAFE ROUTES TO SCHOOL: *Phase 1* -- sidewalk improvements for Apache, McKinley and NE Elementary schools and Hawk signal – complete, NMDOT & FHWA final re-inspection January 20, 2016; *Phase 2 Infrastructure* -- sidewalk improvements for Animas and McCormick Elementary schools -- complete, NMDOT & FHWA final re-inspection January 20<sup>th</sup>, corrective repairs complete; preparing reimbursement requests.
- Water projects: *4P Pump Station* -- design completed, working on property acquisition; *WTP #2 Electrical Improvements* –Nightlight Electric – construction 95% complete; *English Road, Main St. to Arctic St.* – 98% complete; *Lee Avenue, 20th to 22nd* – waterline replacement –completed; *Troy King Road, Main Street to Piedras Street* – waterline replacement – completed; *Foothills, Holmes to Lakewood* – waterline replacement – construction 5% complete.
- Sewer projects: *WWTP Phase III* – received final approval of construction plans from NMED, advertise project January 10, Pre-bid meeting Jan. 21, Bid opening March 3; anticipate construction to begin spring 2016; *Lift Station #9 Improvements* – design 10% complete.
- Water and Sewer project: *West Main, 4100' replacement - water and sewer:* design complete; NMDOT permit approved; bid letting spring 2016; construction - TBD.
- Farmington Reach, Navajo Municipal Pipeline Project: on hold pending completion of BOR portion of pipeline.
- Street Surface Management Program -- software set-up continues; Council presentation spring 2016.
- Traffic crews responded to 6 after-hour call-outs; installed and wired 3 battery backups; wired and activated 11 UPS systems; and, responded to 76 NM One-Call utility location tickets. Traffic crews fabricated 116 new signs; performed 4 speed studies; completed 3 speed study reports; deployed TMC camera at 2 locations along Main Street; and, provided traffic control for the Streets contractor fence repair on Butler Avenue.
- Streets: Heavy Equipment and Truck crews bladed 31,956 ft. of dirt streets using 48 project hours and hauled materials as needed. Asphalt crews repaired 15 street cuts with cold mix asphalt, 3 with recycled hot asphalt, and repaired 1,665 potholes with bag mix and pothole machine. Sweepers swept 1,352 miles of residential and arterial streets while Roadside crews cut weeds and picked up trash on city lots, drainages and right-of-ways. Concrete crews repaired curb and sidewalk using 40.18 CY of concrete.

**Ridership Numbers:**

Blue	2902	Aztec	500
Green	1515	Kirtland	394
Purple	1451	Bloomfield	341
Red	853	Fixed Routes	9647
Yellow	1359	Dial a Ride	363
Saturday	332		

**10,010: Total Ridership****10,010: Year to Date (January through December) Ridership****The Saturday route has shown a steady increase now topping 332 riders!****Bus Passes**

<b>30 Day Monthly Pass:</b>	(50 Total for Year)
Aztec Drug Court	50 Passes Sold
<b>Semester College Pass:</b>	(42 Total for Year)
San Juan College	18 Passes Sold
Ride Right	6 Passes Sold
City of Farmington	18 Passes Sold

**Google Transit**

Implemented Google Maps. Riders now have the luxury of going to their computer or smartphone and typing in where and when they want to ride the bus and Google Maps brings up a map with all the routes and times. Google Maps shows where the nearest bus stop is, time of next bus, route to take, drop off location, and time of arrival.

Had the opportunity to announce the implementation and how to use it on both radio and through the Daily Times. The Daily Times did a front page article and KJSE gave me a 45 minute interview.

**Community Relations Committee (CRC)**

Had the opportunity to present the Red Apple to the CRC committee. Gave them a power point presentation of all the new things the Red Apple has to offer the community. Presentation went well with all positive comments.

**Metropolitan Revitalization Committee (MRA)**

Had the opportunity to present the Red Apple to the MRA committee. Gave them a power point presentation of all the new things the Red Apple has to offer the community. Also presented to them an ongoing study being conducted by Huitt-Zollars to find if it is feasible to have a Hub facility in Farmington. Presentation went well with all positive comments and they even suggested they would like the location to be in the downtown area. Of course, at this time it is only a study.

**Employee of the Month**

Submitted a nomination for Mr. Bobby Kimball for the assistance he gave during the implementation of the changes last year and he won. A framed certificate was presented to him at the council meeting to a room full of city staff.

**Advertising**

- 1 slot Big Brothers Big Sisters
- 2 slots marketing the Downtown area.
- 1 slot Public Library
- 3 slots are dedicated to the Community Relations Commission.

**Come out and Ride the Red Apple!**

**Training Statistics**

Training Sessions: **19**

Number of Employees Trained: 98

New Employee Orientation

Pinch Points

Distracted Driving

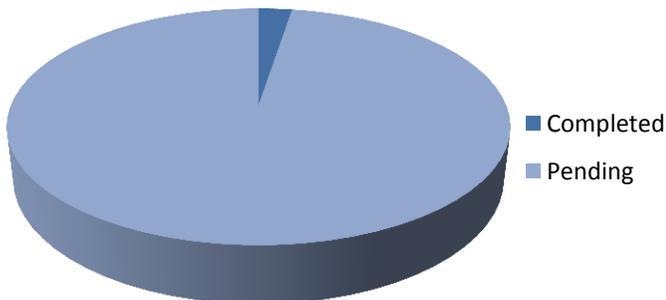


**February is  
heathly heart  
month.**

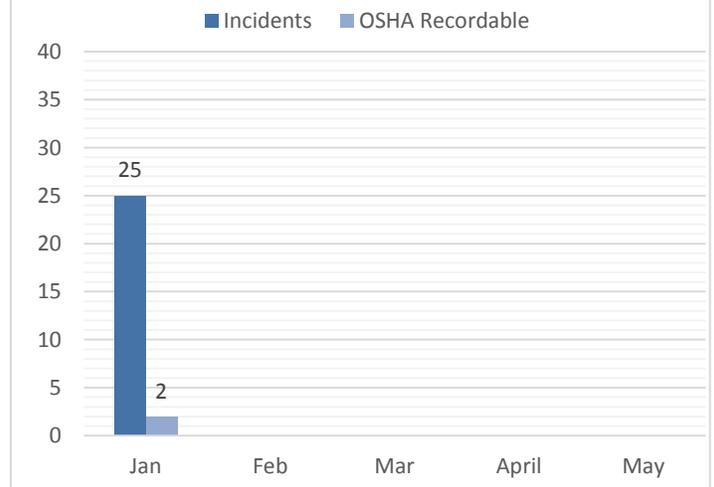
**Noteworthy Safety Activities**

- Annual EHS inspections for Human Resources and Information Technology Departments.
- Reviewed 2015 incidents and compiled the 300 A log.
- Attended monthly American Society of Safety Engineers and the Local Emergency Planning Committee meetings.
- Attended and assisted with Department/Division safety meetings.

**Spot Inspections** 1st Qtr.



**Incidents 2016\*\***



\*\* Safety Statistics are Preliminary and May Change Pending Final Review