

The October 2016 **Gross Receipts Tax** report is shown below. October reflects August business activity.

	<u>Month</u>	<u>YTD</u>
October FY17 GRT Received (Gross)	\$ 4,011,489	\$ 16,031,590
October FY17 Budget	\$ 4,263,608	\$ 16,956,434

	<u>Budget to Actual</u>	<u>\$ Over / (Under) Budget</u>
Month of October	(5.9%)	(\$ 252,119)
Fiscal Year To-Date	(5.5%)	(\$ 924,844)

**GRT - Major Sectors  
Month-Over-Month Comparison  
October - FY2017**

Single Month	October FY17	October FY16	\$ Change	% Change
Mining, Oil, Gas	\$ 104,393	\$ 188,255	\$ (84,000)	( 45%)
Construction	267,336	230,134	37,000	16%
Manufacturing	151,318	223,887	(73,000)	( 33%)
Wholesale Trade	122,409	165,461	(43,000)	( 26%)
Retail	1,659,837	1,517,133	143,000	9%
Prof, Scientific, Technical	157,664	175,700	(18,000)	( 10%)
Healthcare & Assistance	412,921	310,445	102,000	33%
Accommodations / Food Svc.	366,775	360,082	7,000	2%
Other Services	350,848	470,431	(120,000)	( 26%)
Misc./ Unclassified	417,988	401,343	17,000	4%
Total	\$ 4,011,489	\$ 4,042,871	\$ (31,000)	( 0.8%)

**GRT - Major Sectors  
Year-Over-Year Comparison  
July - October FY 2017**

4 Month Period	FY17 YTD	FY16 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 427,912	\$ 719,809	\$ (292,000)	( 41%)
Construction	1,131,074	1,167,983	(37,000)	( 3%)
Manufacturing	639,251	739,038	(100,000)	( 14%)
Wholesale Trade	504,565	680,804	(176,000)	( 26%)
Retail	6,692,451	6,521,045	171,000	3%
Prof, Scientific, Technical	688,575	739,722	(51,000)	( 7%)
Healthcare & Assistance	1,422,194	1,474,241	(52,000)	( 4%)
Accommodations / Food Svc.	1,542,469	1,421,178	121,000	9%
Other Services	1,320,653	1,905,046	(584,000)	( 31%)
Misc./ Unclassified	1,662,444	1,587,329	75,000	5%
Total	\$ 16,031,589	\$ 16,956,194	(925,000)	( 5.5%)

**Requests for Information:** 32 requests to inspect public records were processed.

**Business Registration:** 40 new business registrations and one renewal were processed during the month of October, 2016.

**Liquor Licenses:** 16 liquor licenses were renewed. Last year the State Alcohol and Gaming Division modified the liquor license renewal process to include three periods throughout the year (February, June and October) instead of requiring that all liquor licenses be renewed in June. As a result, the City liquor license process has been adjusted to coincide with the new requirements.

**Training:** Deputy City Clerk Andrea Jones completed her third and final year of Clerk's Institute which is an extensive week-long training event. It is sponsored by the International Institute of Municipal Clerks and the New Mexico Clerks and Finance Officers Association.

**Solicitors:** Solicitor Licenses was issued to Animas Handy Hand (Benjamin McNeill) and Taylormade Enterprises (Sean-Dean James, Jaret Holt & Johansen Charley) during the month of October. Solicitor licenses are valid for three months. If a salesman does not have a license, call 599-1170 or non-emergency dispatch at 334-6622 if it is after hours.  
is after hours.

### AGENDA ITEM LIST

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

#### 11/8/16 CC – Moved to ECR - advertised

\*Minutes – 10/25/16 CC

MRA recommendation re: restrooms in downtown area (Walker)

Ordinance re: Qualified Energy Conservation Bonds – discussion (Breakell)

Close/Open – RFP for geographic information system transmission inventory (Benson)

#### 11/15/16 WS

Proclamation – Small Business Saturday – November 26 (Mayor)

Budget Adjustment #1 (Emrich)

Presentation regarding the future of Brookside Park (Styron)

Ordinance re: Qualified Energy Conservation Bonds – final action (Breakell)

#### 11/30/16 SP CC - 12:00 Noon - Advertised

Adopt the final terms related to the 2016 Civic Center Improvement Revenue Bonds (Breakell)

#### 12/6/16 SP WS – Advertised

#### 12/13/16 CC

\*Minutes – 11/8/16 CC; 11/15/16 WS; and 11/30/16 SP CC

\*Recommendation from Liquor Hearing Officer - Dickey's BBQ (Jones)

#### 12/20/16 WS

Water Sharing Agreement (Montoia/Sypher)

#### 1/10/17 CC

\*Minutes – 12/6/16 SP WS; 12/13/16 CC and 12/20/16 WS

#### 1/17/17 WS

#### 1/24/17 CC

#### 11/22/16 CC – Canceled - Advertised

- **Building Inspections Activities:**

Permits were issued for the following projects:

1. New, shell ONLY building, Silver Ridge Development, 5170 College Boulevard.
2. Tenant Improvement, New-Anytime Fitness, 1245 West Apache Street Suite 121.

Plans are currently under review for the following projects:

1. New, Denny's, (Demolish Old Denny's), 600 Scott Avenue.
2. New, Fuel Station, Smith's (relocation of fuel station), 600 East 20th Street.
3. New, shell ONLY building, Shops at Main, 4906 East Main Street.
4. Tenant Improvement, Warehouse Addition, The Floor Trader, 5013 East Main Street.
5. Tenant Improvement, New-Durango Joe's, 1245 West Apache Street Suite 125.
6. New, shell ONLY building, 2900 East Main Street.
7. Tenant Improvement, New-Starbucks, 2900 East Main Street.
8. New, A to Z Auto, 2105 East Main Street.

The Division issued a total of 94 building permits with a valuation of \$4,749,950, issued 4 building permits for new single-family homes, performed 3 final inspections of new single-family homes, issued 4 building permits for new commercial buildings, performed 3 final inspections for new commercial buildings, and performed a total of 503 inspections. The Division also processed 12 public record requests.

- **Planning Division Activities:**

1. Staff accepted, reviewed, processed, and/or presented the following: 4 variance petitions; 18 summary plats; 15 business license zoning verifications; 2 zoning verification letters; 2 liquor certifications; 5 address verification/assignments; 49 well site inspections; 22 UDC violation complaint inspections; 16 UDC violation complaint re-inspections; 10 zoning code violation letters; 1 court case pending; reviewed 94 sets of building permit plans for UDC compliance; 3 Public Records Requests; and, met with 69 counter visitors to answer inquiries and/or approve permit plans.
2. Staff received the Municipal Boundary Commission's Annexation Order regarding the US 64/Southeast Annexation (235.23 acres) on October 4, 2016. The order was filed with San Juan County on October 6, 2016. The Commission ordered the annexation during its public hearing in Farmington on September 26, 2016.
3. Staff is assisting with the LaPlata Ranch PID Review.
4. Staff continues to coordinate the Main Street Complete Streets Project with the MRA Commission and other departments. The deadline for responses to the Construction Plans RFQP is November 2, 2016. An application to NMDOT for a Transportation Alternates Program (TAP) Grant to fund a portion of the construction costs of the project has been prepared and submitted to the MPO.

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

1. CDBG Staff continues to finalize the end of the 2015 Annual Action Plan activities and tasks including updating project activities in IDIS, and preparing the 2015 Consolidated Annual Performance Evaluation Report (CAPER) document, which will be considered by the City Council in early December.
2. CDBG Staff is working with HUD to complete revisions to the 2016 Annual Action Plan and is setting up the Plan's project activities and tasks.
3. CDBG Staff attended the National Community Development Association (NCDA) Conference in Albuquerque.

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

1. The MPO Technical Committee met on October 12 to discuss the proposed Safety Plan and their meeting procedures.
2. MPO Staff met with NMDOT to resolve traffic count issues, and also met with regional GIS staff to discuss data and methodology for future MPO plans and studies.
3. MPO Staff attended a Road Diet training in Albuquerque and the MPO Quarterly in Santa Fe.
4. MPO Staff also attended the APA-NM Conference in Albuquerque, the Association of MPOs (AMPO) Conference in Fort Worth, and the National Association of City Transportation Officials (NACTO) in Seattle.

**Administration**

1. Integrated Resource Plan Discussions and adjustments based on recent additional information.
2. San Juan Generating Station Budget meeting attended with Capital Budget Review/Approval.
3. Cost of Service Meetings continue for refinement.
4. Critical vacancies filled with quality staff.

**Business Operations**

1. New Service work orders - 28 released to Line Dept. for construction; new projects include a new Blake’s Lotoburger on E. Main, a new Therapy One on Farmington Ave., and system improvements on Road 4000 and Road 4004.
2. Ongoing Cost of Service meetings, NewGen led workshop for COF/FEUS management to develop rates.
3. Creation of Blanket work order for equipment transfers, met with Finance and other Electric Divisions regarding process.
4. SJGS Coordination meeting as well as Mine Reclamation meeting attended.
5. Attended an information gathering session in Abq. Hosted by PNM on electric pole joint use procedure.
6. FY2016 NMMEA financial audit – Auditors on site for 1 week.

**Customer Service**

1. City of Farmington annexation along U.S. 64 to be effective Dec 1, research on affected customers.
2. Budget billing accounts settled for the year.
3. English/Spanish disconnect notices completed & templates sent to statement billing contractor.
4. Ongoing meetings with Waste Mgmt regarding recycling program and reconciliation of databases.
5. In Oct (Sep terminations reported in Nov), 317 collection accounts worked totaling \$60,406 with 187 accounts paying \$36,952 (of this, 121 accounts belonged to a large oil/gas company that remitted \$28,987), leaving 130 accounts totaling \$23,454 outstanding. Only 128 accounts totaling \$23,179 will be sent to The Advantage Group for additional collection efforts (2 accounts for \$275 belong to deceased individuals). In Nov there are 141 accounts for \$21,354 to be researched. In Oct we had 262 LIHEAP verifications and 250 payments (3 from last month); and currently 15 payments are due.
6. The Sep collection report from The Advantage Group showed 29 accounts collected, \$4,539 received & a \$670 fee.

**WECC, Environmental/Safety**

1. Safety: 0 OSHA Recordable for the month of October.
2. Safety: Fire Extinguisher and PPE training completed.
3. WECC: High level policy for CIP Ver. 5 Low Impact work continues.
4. WECC: Generator Verification testing work plan continues.
5. WECC: Meetings and calls for best practices in industry.
6. Environmental: Completed several environmental projects during Bluffview maintenance outage.
7. Environmental: Inspections and reporting related to Storm Water and Discharge permits for Bluffview completed.
8. Animas Little Hydroplant received formal determination that the plant meets the “Qualifying Conduit Hydropower Facility Criteria” under the Hydropower Regulatory Efficiency Act of 2013.

**Engineering:**

1. All major equipment installed at Aztec Sub, commissioning testing completed at month end with energization expected first week of November.
2. Cotton Wood Sub – Final permission given to begin construction on this project. Soil borings have been obtained to design foundations.
3. GPS Inventory related to distribution is complete and the data quality checked. Totals are 57,045 poles, 5,543 Underground residential points, and 46,024 meters. Totaling 108,142 points. Estimate was very close to actuals.
4. Evaluation on transmission GPS inventory bids.

Customer Inquiries: 74    Estimates: 36    Work Orders Written by EE: 28    Transformer Checks: 17  
 Meter/Quad Spots: 3    Work Orders Released by EE: 28    Easements Obtained: 4

**Transmission and Distribution:**

**Construction/Maintenance:**

1. Installed 4,000 feet of underground line for MOC training project.
2. Three phase underground and transformer installed for new Blake’s Lotoburger on East Main.
3. Three phase underground and transformer installed for new retail center on West Apache.
4. Completed underground feeders at the new Aztec substation.
5. Maintenance completed on 115kv line from Fruitland to Hood Mesa.

Construction WOs Completed: 25    Maintenance WOs Completed: 47    Tree Trimming WOs Completed: 171  
Customer Trouble calls: 51    Street Light locations maintained: 49

**Relay/Substation/Meter:**

1. Relay: Updated and tested new relay settings for Bluffview Automatic Voltage Regulator
2. Relay: Upgraded Animas distribution protection relays.
3. Substation: Completed switching to perform maintenance for Navajo plant outage.
4. Substation: Installed HVAC Units on battery banks of various substations.
5. Meter: Continued long term inactive pulls.
6. Meter: Installed meters within the Bloomfield city limits.

New Service Installations: 5    Meters Tested: 340    Power Quality Checks: 8  
Meters Verified: 641    Tampering: 7

Disconnect tags mailed: 5261    Field disconnect notices: 2020    Regular Reconnects: 46    After Hours Reconnects: 204

**Generation:**

1. Continued work on the updated Integrated Resource Plan (IRP).
2. Navajo dual unit outage began on 10/31 for substation maintenance and testing. Estimated completion is 11/16.
3. Bluffview Outage completed with key work on flow meters, cooling towers, AVR, and mapping of the gas turbine completed.
4. Work continues on Animas Hydro Restoration. Focus was on mechanical restoration for the month.

**Fuel Sales & Purchases:**

1. Animas total estimated gas sale – 87,765 mmbtu: Bluffview total estimated gas sale – 118,600 mmbtu.
2. Animas estimated gas buy back – 6,140 mmbtu. Bluffview estimated gas buy back – zero mmbtu.

**Control Center:**

1. Two new System Operator Trainees were on boarded.
2. Continued hiring process for a Senior System Operator—offer accepted and starts 12/4.
3. Have pulled Praxair from interruptible service in terms of scheduling based on load demand and contract review.

**System Outages:**

There were no major outages in October.

**Operating Statistics:**

Animas Plant MWh: 5,091  
Bluffview Plant MWh: 23,608  
Navajo Plant MWh: 6,921  
San Juan Plant MWh: 23,425  
WAPA MWh: 5,459  
Purchase MWh: 22,296  
Average Purchase Price: \$ 39.30/MW  
Purchased Power cost: \$876,170  
Peak Demand MWh: 134    Annual increase (decrease): (23.8%)  
Monthly System Energy MWh: 80,528    Annual increase (decrease): (15.02%)

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**Vehicle Maintenance Division:**

- Vehicle Job Orders Completed 581
- Service Calls Completed 12
- PM Services Completed 89

**Building & Maintenance Division:**

- Active Job Orders 283
- Completed Job Orders (Month) 78
- Completed Job Orders (YTD) 1,085

**Maintenance Projects:**

Moved Building Support washer and dryer from PD to General Services  
 Repairing dock foundations and support columns at Farmington Lake  
 Camera installation on MOC fuel islands  
 Wired and programmed new gates at MOC  
 Re-striped East Annex parking lot  
 Meet to discuss Energy upgrade priorities  
 Fire extinguisher training for all employees

**Status of Construction Projects:**

Police Dept. Locker rooms – demolition 95% complete  
 City Hall security upgrades – construction drawings in progress

**Emergency Management:**

Purchase items for Rapid Response Trailer  
 Meet to discuss adult care facilities Emergency Plans  
 Attended Gold King Mine meeting in Aztec  
 Attend LEPC meeting  
 Participated in the Back the Blue event at the Boys and Girls Club

**Red Apple Transit:****Ridership Numbers:**

Blue:	2901
Green:	1566
Purple:	1735
Red:	847
Yellow:	1553
Saturday:	264
Aztec:	653
Kirtland:	641
Bloomfield:	0
Dial A Ride	350

**Total Ridership this Month: 10,160**

**This Year's Ridership from Jan 2016 to this month 2016: 111,431**

**Last Year's Ridership from Jan 2015 to this month 2015: 111,163**

### **Advertising**

All summer events signs have concluded and taken off. Preparing to put on the winter seasonal signs

<b>Bus # Affixed</b>	<b>Organization</b>
10275	Aztec Sparkles Sign being prepared
10276	Aztec Sparkles Sign being prepared
10418	Open
10419	Open
10420	Open
10500	Open
10501	Open
10502	Open
10541	Open

### **Audit**

The Red Apple Transit went through an audit as part of the memorandum of agreement between the New Mexico Department of Transportation and the City of Farmington. The areas inspected were in Training and Equipment. Training areas inspected were in defensive driving, use of wheelchairs, passenger safety, sensitivity, and crisis management. The Equipment inspected was for the first aid kits, blood borne kits, flashlights, and vests. A few buses had some missing items but have all been replaced and are in full compliance with the MOA.

### **Four Corners Conference**

The City of Farmington sponsored the Four Corners Conference for Professional Development at the San Juan College Henderson Fine Arts Center and I had the opportunity to attend. The sessions attended were session I- Developing and Delivering Better PowerPoint Presentations which built on the skills for doing presentations. Session II- Strategic Marketing Strategies which built on the skills to better plan, develop, and implement the red apples objectives and how to reach the goals, and Session III, Strategic Marketing Strategies.

(Y-T-D percentage Change)

	<b>Current Month October 2016</b>	<b>% Change</b>	<b>Previous Year October 2015</b>
Enplanements:	256	17.97%	217
Deplanements:	292	10.19%	265
Air Traffic Operations	2,960	32.74%	2,230
Fuel Flowage ( <i>gallons</i> ):	22,391	-36.42%	35,218
Car Rental Revenue:	\$ 5,000	0%	\$5,000

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## Human Resources Monthly Report – October, 2016

## PERSONNEL DIVISION

## Job Postings:

Regular/FT- 7

Temp/SN- 8

Inter-Department - 1

Inter-Division - 0

Inter-City - 0

## New Hires:

Temp./SN- 11

Regular/FT- 8

## Terminated:

Temp/SN- 35

Regular/FT- 8

PAYROLL**PP# 20**

Printed Direct Deposits 301  
 Regular Checks 65  
 Emailed Direct Deposits 686  
 Total Checks printed 1052\*\*

Gross Pay \$1885415.45  
 Net Pay \$1205060.99  
 Regular Employees 734  
 Temporary Employees 287

**PP# 21**

Printed Direct Deposits 289  
 Regular Checks 59  
 Emailed Direct Deposits 693  
 Total Checks printed 1041\*\*

Gross Pay \$1865710.00  
 Net Pay \$1196792.71  
 Regular Employees 732  
 Temporary Employees 275

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

HR General

- Implementation plan finalization for DOL exempt status changes
- Continued development of return to work program related to workers compensation
- Employee Health Fair- Screenings/Flu Shots
- ID Badge software installed- Create badge- reorder lanyards
- Renewal for Employee Assistance Program

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

- Responded to a broad range of help desk requests
- Continued automating routine task
- Started development of IT discussion board for shared problem resolution
- Completed Operating System upgrade from OS400 6.1 to 7.2
- Addressed AS400 licensing issues after upgrade - Help Systems
- Working on automating AS400 startup script
- Performed routine tasks related to system availability and data protection

**Departmental Help Desk Ticket Counts:**

224 tickets created

204 tickets closed

Average satisfaction rating of 4.6 (out of 5) based on 5 responses

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

- Worked with SJCCA, SJCFD, and FFD to redefine Fire Response Districts
- Received and loaded water meter data from CH2M
- Reformatted ADA Construction Standards for Public Works
- Created and printed various maps and rolled out Futura Mobile on 5 stations
- Worked on water station site assessment and updates sewer laterals
- Worked with surveyors and Public Works to discuss water flow templates

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

- Responded to a broad range of escalated technical issues
- Continued migration of backup jobs to new disk based system
- Completed ISP migration from Brainstorm to Windstream
- Continued automating VM cloning for enhanced data and system protection
- Continued progress on multiple projects
- 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
  - Worked on Electric Utility New Training Building – Network and Phones
  - 0 new computer installs , 13 laptops, 2 refurbished upgrade
  - 0 Virus infections – 0 Trojan – 0 Malware
  - VoIP phones deployed at Animas Power Plant and Civic Center
  - TRACS server installed at SJCCA
  - 589 trouble calls (11 call outs) for FPD, 43 laptop updates
  - 8 trouble calls for FFD and 4 spare computer setups
  - Continued migration to new version of Telestaff for FFD
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# FARMINGTON PUBLIC LIBRARY

Hours Library Open 296

Hours Power Library Open 51

Public Wifi Logins 2,266



Daily Average 73

"I had a fantastic experience at the library. Every employee and volunteer was extremely pleasant and informative. The building and grounds are beautiful. The computer system and self check-out were user friendly. Overall, I would say the library is progressive, and a great resource for Farmington and the surrounding communities." - Timothy

Library Visitors



26,440

853 Daily Average

731 Power Library Visitors



"Just got a tweet that the library made the top 50 libraries in the nation according to ELLE Design... But we all knew it's the best in the state....."  
- Ernie W.

## Farmington Public Library Programs

Number of Programs 155  
Attendance 10,168



253 Volunteer Hours This Month



290 Volunteer Hours This Month Last Year

## Power Library Programs

Number of Programs 36  
Attendance 731



70 Volunteers this month

86 Volunteers this month last year

Daily Average 831  
Power Library 23

## Computer Users 4,821

Power Library 343



Daily Average 156

Downloadables Checked out 5,384



Daily Average 174

Materials Checked Out 25,764



**Administration**

- Kiwanis Park trail improvements completed. Bocce Court and Horse shoe pit completed.

<b>Aquatic Center</b>	<b>YTD FY17</b>	<b>YTD FY16</b>	<b>OCT FY17</b>	<b>OCT FY16</b>
Water Safety Instructor Course	0	0	0	0
Lifeguard Certification	0	4	0	4
Swimming Lessons	656	563	120	114
Public Swimming Single Payment (FAC)*	14,912*	11,629*	1,284*	996*
Pass Usage*	964*	732*	189*	149*
Aquacise (Lions)	1,992	2,425	437	543
Arthritis (Lions)	428	479	74	124
The Beach (Hourly avg)**	292	N/A	N/A	N/A
The Beach (Peak hours 2-4pm total)**	7,108**	N/A	N/A	N/A

**Note:** Public Swim, Pass Usage, and Swim Lessons at FAC have continued to increase in participation and we hope to continue that trend throughout the year. Looking to hold a Water Safety Instructor course this winter in order to offer more swim lesson opportunities to the public. FAC had 727 lap swimmers during the month of October. Held our Boat and Float Fest on October 14th and the event was a huge success! Lots of families enjoying paddleboards, kayaks, and canoes in the 50 meter pool, some of which were trying out this type of watercraft for the first time. Lions Pool had 331 lap swimmers which is nearly 75 more than last October. Lions Pool also had 285 patrons for Water Therapy. Staff has been busy helping with department events such as Road Apple Rally and Boo-Palooza. The Beach is officially closed for the season. \*These numbers are for FAC only. \*\*These numbers are for the beach only.

<b>Bonnie Dallas Senior Center (BDSC)</b>	<b>YTD FY17</b>	<b>YTD FY16</b>	<b>OCT. FY17</b>	<b>OCT. FY16</b>
Congregate Meals Served	44,020	33,738	4,284	4,155
MOW Deliveries	24,257	20,430	2,391	2,734
Silver Fitness Center	13,180	8,274	993	912

**Note:** Currently, there are 9 new patrons not added into the above table, 47 under age adults purchased a meal during the month, with 214 patrons participating in the BDSC Health Education Program. The Silver Fitness Center has enrolled 20 new members bringing the total to 1,239 members. There were 10,404 visitors to the Bonnie Dallas Senior Center. State of New Mexico Aging Long-Term Services Department (ALTSD) Capital Outlay Grant A14-1212 Renovation in the amount of \$168,600.00 was granted a modification to its Scope of Work to include the completion of the new Parking Lot for the spring of 2017.

<b>Civic Center</b>	<b>YTD FY17</b>	<b>YTD FY16</b>	<b>OCT FY17</b>	<b>OCT FY16</b>
Civic Center Attendance	29,000	31,896	10,021	8,560
Amphitheater Attendance	8,865	11,142	1,120	325
Room/Theater Rentals/Paid Events	186	213	54	62
Free Events/Meetings	186	186	44	43
Lions Wilderness Amphitheater	25	9	5	3
Total Civic Center Events	372	399	98	105
Total Amphitheater Events	25	9	5	3
Total Scheduled Events	397	408	103	108
Total No Shows/Canceled/Walk-In	14	29	4	5
<b>Total Civic Center/Lions Events</b>	<b>383</b>	<b>379</b>	<b>99</b>	<b>103</b>

<b>Farmington Indian Center (FIC)</b>	<b>YTD FY 17</b>	<b>YTD FY 16</b>	<b>OCT FY 17</b>	<b>OCT FY 16</b>
Indian Center Total Customers	11,817	12,219	3,255	2,930
Restaurant Customers	9,330	10,298	2,456	2,233

**Note:** The Indian Center sponsored the annual Fall Navajo Song and Dance. There were over 40 registered dancers and 19 singing groups that contributed to an event count of 450. The Piedra Vista and Heights schools' Naataanii Yazhi youth council participated and offered contemporary cultural performance for the audience as part of their community service initiative. The Indian Center also played a role in PRCA's Boo-Palooza in Downtown Farmington. Indian Center customers served around October 2015's count and projected revenue continues to stay steady just above projected estimates, thank you Four Corners! As in October, the Indian Center is proud to congratulate and announce that Shenoa Iina Baa' Jones, Miss Indian Farmington 2014-2015, was crowned Miss Indian New Mexico Teen III and will continue to represent NM's tribal peoples and Farmington's American Indian community throughout her reign as she travels throughout the region. Six volunteer hours were completed at FIC in October.

<u>Farmington Museum</u>	<u>YTD FY17</u>	<u>YTD FY16</u>	<u>OCT FY17</u>	<u>OCT FY16</u>
Museum General Attendance	49,513*	47,302	15,713	7,477

**Note:** The Farmington Museum continued to showcase the Predators, Plein Air, and Coyote Tales exhibits. The Museum is also prepping "Redress" fashions from recycled materials for installation with an opening day of Nov 19th. The Director participated in a statewide informal science education network meeting in Las Cruces with an emphasis on biological research being done at NMSU. The E3 Children's Museum presented a dedication for the interactive musical instruments outside its front entrance as part of a local Eagle Scout project. The Riverside Nature Center hosted the annual Fall Gathering of the Friends of the Nature Center. The Museum presented to the MRA Commission for the purpose of securing funding for restroom remodels at the Museum of Navajo Art and Culture. (\*denotes without Sept-Oct Growers Market numbers).

<u>Farmington Regional Animal Shelter</u>	<u>YTD FY17</u>	<u>YTD FY16</u>	<u>OCT FY17</u>	<u>OCT FY16</u>
<u>Intake Dog / Cat</u>				
Owner Surrender	473/512	412/457	139/96	116/163
O/S Return	4/1	15/11	4/1	1/3
Stray	189/130	605/689	189/130	209/226
Seized	14/4	20/3	14/4	2/0
Public S/N	288/208	175/157	779/36	47/44
Total Public S/N	497	332	115, (107 Free)	91, (76 Free)
TOTAL	1,723/1,778	1,227/1,317	425/267	375/436

<u>Outcomes Dog / Cat</u>				
Adopt	426/336	495/359	128/74	130/89
Transfer	287/153	390/253	92/20	100/73
Return to Owner (RTO)	249/20	266/14	53/8	68/3
Euthanized	291/710	210/781	64/109	48/205
Died	15/84	6/68	7/8	1/13
TOTAL	1,214/1,291	1,330/1,462	327/215	332/379

**Note:** October is Adopt-a-Shelter-Dog month so we ran specials on dog adoption prices all month. Our cat intake was down considerably from Oct of FY16. We had several school groups come and visit the shelter including Kirtland Middle School and Navajo Prep. The shelter also participated in the COF Health Fair.

### Parks Operations

**Parks Maintenance and Construction:** Kiwanis Park walking path renovations, playground safety surface upgrades, new bocce ball court and horseshoe pits have been completed. Landscape and irrigation modifications have been completed at City Hall. Engineering has been completed for reinstallation of Lake Farmington fishing pier and construction has begun. Majority of Parks seasonal staff has been laid off while the remaining seasonal staff will continue working until Thanksgiving. Parks staff has begun prepping parks and facilities for winter and installing holiday decorations.

**Lake Farmington:** After another successful season, usage of watercraft on Lake Farmington closed for season October 30th. Total annual passes sold 132. Total day passes sold 2,005

**Special Events:** Crews provided support for 8 events including Road Apple Rally, Dumpster Weekend, Frybread Cook-Off, and Boo-Palooza.

**Graffiti Reports:** 44 graffiti reports were taken and all removals complete.

<u>Piñon Hills Golf Course (PHGC)</u>	<u>YTD FY17</u>	<u>YTD FY16</u>	<u>OCT FY17</u>	<u>OCT FY16</u>
Golf Rounds	13,025	13,621	2,845	2,743
Pro Shop Sales	\$59,957	\$82,410	\$14,989	\$17,222
Food & Beverage Commission	\$9,300	\$10,473	\$1,522	\$1,934
Golf Revenue	\$317,696	\$348,131	\$56,887	\$59,254
Total Facility Gross Revenue	\$386,953	\$441,014	\$73,398	\$78,410

**Note:** During the month of October, the last few tournaments of the year were conducted. Among the events staff helped run were the men's & women's golf association championships, NTEC, PVHS Invitational, and Monster Day. The popular Monster Day event once again drew a large field of golfers from all over the area, with 120 players enjoying a fun day of great weather and a tough golf course.

<b>Recreation Center</b>	<b>YTD FY17</b>	<b>YTD FY16</b>	<b>OCT FY17</b>	<b>OCT FY16</b>
Racquetball Courts	1,914	2,232	591	665
Gym:				
• Open	1,297	1,304	286	149
• Programs	3,279	3,555	1,233	1,344
Customer Contacts (counter)	2,639	2,612	565	405
Special Events/Athletics				
• Road Apple Rally	183	149	183	149
• Adult Coed Kickball Tournament			6 Teams	8 Teams
• Family Bingo & Pizza Night	52	58	28	30
• Coed Volleyball League	24 Teams	18 Teams	24 Teams	18 Teams
• Women's Volleyball League	25 Teams	24 Teams	25 Teams	24 Teams
• Boo-Palooza Costume Contest	140	150	140	150
• Boo-Palooza Pet Parade	7	14	7	14

**Note:** October started another busy fall season for the Recreation Center. The Fall Softball Season ended their league play on October 26th while the Volleyball League began their season play on Monday, October 24th. The downtown Boo-Palooza was a huge event again this year. Once again, the Recreation Center staff facilitated the Costume Contest and Pet Parade as noted above, provided and manned a carnival game, and helped even more this year in the overall planning of the event.

<b>Sycamore Park Community Center</b>	<b>YTD FY17</b>	<b>YTD FY16</b>	<b>OCT FY17</b>	<b>OCT FY16</b>
Adult Activities	2,596	2,200	713	367
Kids Activities	3,791	3,856	705	1,016
Facility Rentals	261	276	73	77
Visiting Patrons	27,633	31,124	6,043	6,670
Harvest Party			423	432
Family Campout			9	-

**Note:** In the month of October we are still seeing a slight decrease in daily visitors, facility rentals and kids activities. Adult activities are increasing with more adult classes and seminars being offered. SPCC held their annual Harvest Party which was a great success with tons of family fun. New to the month of October was the Family Campout hosted by SPCC at Animas Park; participation was low compared to previous years. Staff is looking at changing the event back to an earlier date. SPCC staff have been busy assisting in other city events such as Road Apple Rally, National Night Out and Boo-Palooza. We also recently held CPR/First Aid/AED training at our facility where our staff and other departments became certified.

**Statistics for the month:**

Calls for Service	7,017
Arrests	287 (40 DWIs)
Traffic Cites	685 (including written warnings)
Municipal Cites	104 (including Animal Control Citations)
Accidents	80 (1 fatal, 13 with injury, 40 property damage, 1 hit & run, 1 city vehicle, 23 on or involving private property, and 4 alcohol related)
Evidence Processed	224
Reports Taken	1117
Code Violations	963

**Major Events and Accomplishments:**

In October, FPD hosted its National Night Out event at the Boys and Girls Club. This is the second year for the event here in Farmington. Numerous vendors participated in the event, but in the end, Dunk the Chief was the hands down favorite activity, especially for a few of the officers.

In October, FPD provided security and traffic control for the annual Road Apple Rally bicycle race. Additionally, several FPD officers competed in the race as a team.

In October, FPD hosted its second annual Trunk or Treat, and participated in Boo-Palooza.

In October, Chief Hebbe took a pie in the face as part of the Pie Smash Fundraiser for Childhaven's Foundation Pledge for Children Campaign.

In October, FPD's Code Compliance Division volunteered their personal time to clean the property of an elderly citizen who did not have the means to bring their yard into compliance.

In October, FPD's District Coordinator Unit was busy with:

- Sycamore Harvest Festival
- Sobering Center quarterly review meeting
- Boys and Girls Club safety training and preparation for drills
- Women against Crime classes
- Coffee with a cop at the Sycamore Park Community Center
- Neighborhood watch meeting with Detectives
- Youth drug free event at Atza Biyaaz School in Shiprock, NM

- Foothills Enhancement Project – Holmes to Lakewood; Phase 1 - MAP Grant, \$636,379; Phase 2 and Phase 3 right of way maps were finalized in August; will update other certifications after ROW is acquired. The Utility Certification and appraisals for Phase 1 were approved which allowed the acquisition process to begin. Time Extension granted. Utility Certifications for Phase 2 and 3 submitted. Once the Utility Certs are in place acquisitions for Phase 2 and 3 will proceed. Environmental Certification letter submitted - a requirement before acquisition for Phase 2 and 3. Phase 1 property acquisition to City Council Dec. 6, 2016.
- Piñon Hills Boulevard Extension: After many meetings in August with NMDOT and FHWA, NMDOT pulled funding for Phase 2 which also pulls funding for Phase 1. Plan and approvals will continue to shovel ready and funding will be pursued. All certifications and PS&E submittals have been resubmitted to NMDOT. Tiger grant application unsuccessful. Letter to FHWA requesting approval for ROW and Environmental September 14th.
- 20<sup>th</sup> Street Sidewalks – on hold until April 1, 2017.
- NMDOT FFY 2014 HSIP Project – San Juan Blvd/Scott Avenue intersection safety improvements and traffic signal reconstruction: Phase 1 – MWI, Inc., \$503,054.40. Notice to Proceed - Monday, May 2, 2016. Construction complete; finalizing close out. Continued to update B2GNow and LCP Tracker for NMDOT CN# F100200; created Change Order #1 and revised Source Book.
- Piñon Hills / Farmington Ave Pedestrian Improvements: final reimbursement requests submitted; responding to NMDOT/FHWA additional detail requests. Final submittal provided.
- SAFE ROUTES TO SCHOOL: Phase 1 -- Apache, McKinley and NE Elementary sidewalks & Hawk signal - complete; responding to NMDOT/FHWA additional detail requests.
- Water projects: 4P Pump Station – design 95% complete, property purchase approved by City Council; 20<sup>th</sup> Street, Schofield Ave to Hutton Ave – waterline replacement – construction 99% complete; 20<sup>th</sup> Street, Hutton Avenue to Main Street – waterline replacement – construction 99% complete, cleanup and tie-ins to be completed in November; W. Navajo, Airport terminal to Municipal Drive – waterline replacement – construction 50% complete.
- 2P Waterline Project, Phase 1 - waterline upgrade: Project probable cost \$3.2 million. NMFA loan closed; Design - 99% complete; Bid documents and construction drawings approved by NMED; awaiting highway permit from NMDOT; Construction spring 2017. 2P Phase 2 – City received notification that project was approved by NMFA board for a 25% grant award of \$898,900; Term, 20 years, 2% interest; Estimated probably project cost \$3.6 million.
- WWTP Phase III – project probable cost \$22 million – Contractor - RMCI, Inc. Albuquerque; Demolition – trickling filter “A” completed; Medium Rate Activated Sludge (MRAS) Basin #1 – concrete foundation completed; started placing walls; MRAS Basin #3 – excavation completed, setting forms for foundation; Final Clarifier #2 – excavation complete, started forming for center column, installing 30” inlet pipe.
- Water and Sewer projects: West Main, 4100’ replacement - water and sewer: design complete; NMDOT permit approved; Construction spring 2017; W. 20<sup>th</sup> Street, Chilton to cul-de-sac – waterline and sewer line replacement – construction 2% complete.
- Sewer Projects: Lift Station #9 Improvements – design 90% complete, Construction summer 2017.
- Farmington Reach, Navajo Municipal Pipeline Project: on hold pending completion of BOR portion of pipeline.
- Traffic crews responded to 8 emergency call-outs and 71 NM811 calls, 21 locates. Crews upgraded pedestrian push buttons at 20th / Knudsen and McCormick School Road to audible handicap buttons; continued to monitor the East Main Corridor flow, the work on 20<sup>th</sup> Street and at College/Windsor, adjusting timing and detection; and, completed preventative maintenance on 10 control cabinets. 248 new Street Name Signs were fabricated while crews removed 32 sign assemblies, totaling 128 signs; 63 sign maintenance tickets completed. Traffic control provided for the Maker’s Market and Boo Palooza. Crews also completed: curb painting downtown Main Street; road striping for the MOC north parking lot to Vehicle Maintenance; assisted with long-line striping lay-out for Foothills; striped Foothills new pavement and install 18 traffic arrows. Traffic control plans reviewed for Southwest Safety (8), Right Way Traffic Control (5) and CH2MHill (1); approved and provided traffic control devices for block party; performed turning movement counts on 30<sup>th</sup> Street at Butler, Dustin, Sunset, and Pinon Hills Blvd., also on 24<sup>th</sup> Street at Hidden Glen. Studies were conducted on Kingsway Drive, Cooper Street, and College Blvd. while a guardrail study was initiated on Andrea Drive.
- Streets: Heavy Equipment and Truck crews bladed 25,770.0 ft. of dirt streets using 39 hours and hauled materials as needed. Asphalt crews repaired 84 street cuts with hot mix asphalt. Sweepers swept 1,827 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 20.47 CY of concrete.



## Safety Office Report – October 2016

### Training Statistics

Training Sessions: **17**

Number of Employees Trained: **258**

New Employee Orientation, Fire Extinguisher Training, Silica Awareness.

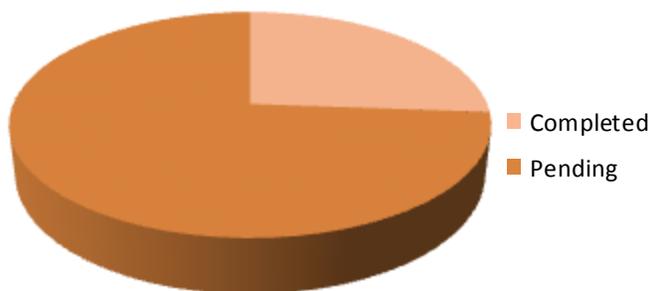


**November safety tip: Check batteries in smoke & carbon monoxide detectors.**

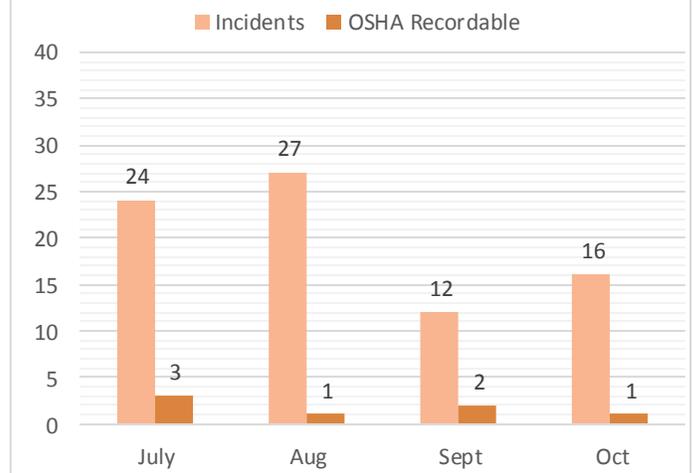
### Noteworthy Safety Activities

- Attended and assisted with Department/Division safety meetings.
- Conducted Fire Extinguisher block training.
- Participated in the COF Health Fair.

### Spot Inspections



### Incidents 2016\*\*



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