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

### October FY17 GRT Received (Gross) vs. October FY17 Budget

<table>
<thead>
<tr>
<th></th>
<th>Month</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>October FY17 GRT Received (Gross)</td>
<td>$4,011,489</td>
<td>$16,031,590</td>
</tr>
<tr>
<td>October FY17 Budget</td>
<td>$4,263,608</td>
<td>$16,956,434</td>
</tr>
</tbody>
</table>

### Budget to Actual & Over / (Under) Budget

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Month of October</td>
<td>(5.9%)</td>
<td>($ 252,119)</td>
</tr>
<tr>
<td>Fiscal Year To-Date</td>
<td>(5.5%)</td>
<td>($ 924,844)</td>
</tr>
</tbody>
</table>

### GRT - Major Sectors

**Month-Over-Month Comparison**

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

### GRT - Major Sectors

**Year-Over-Year Comparison**

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

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 NMMEAA 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
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.

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:**
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:**

**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%)
<table>
<thead>
<tr>
<th>CALL TYPE</th>
<th>NUMBER OF RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Structure Fires</td>
<td>5</td>
</tr>
<tr>
<td>Vehicle Fires</td>
<td>3</td>
</tr>
<tr>
<td>Brush/Grass Fires</td>
<td>0</td>
</tr>
<tr>
<td>Rubbish/Dumpster Fires</td>
<td>2</td>
</tr>
<tr>
<td>Other Fires</td>
<td>0</td>
</tr>
<tr>
<td>Rescue/Emergency Medical</td>
<td>551</td>
</tr>
<tr>
<td>False Alarms</td>
<td>28</td>
</tr>
<tr>
<td>Mutual Aid Given</td>
<td>1</td>
</tr>
<tr>
<td>Hazardous Materials Response</td>
<td>3</td>
</tr>
<tr>
<td>General Hazard Response</td>
<td>9</td>
</tr>
<tr>
<td>Other Responses</td>
<td>224</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>826</strong></td>
</tr>
</tbody>
</table>

**TRAINING**

- EMS Training: Pediatrics by San Juan College.
- EMS Training: Chest trauma by San Juan College.
- Company Training: Blue Card Command and Control training conducted.
- Several members attended the computer aided dispatching data analysis training for the new dispatching software.
- FFD members conducted training for the Roof staff on pre-911 arrival tasks/skills/expectations.
- Scheduled Maintenance:
  - Technical Rescue Team Maintenance: C-Shift
  - Hazmat Team Maintenance: A-Shift
  - Wildland Team Maintenance: B-Shift

**MISCELLANEOUS**

- Numerous public events, station tours, and fire safety talks to include EMS standby for FHS and PV football games, local haunted house stand-by, Jeepers Creeper trunk or treat event at the Animas Valley Mall, and a Juvenile probation trunk or treat event.
- Three FFD Team members participated with FPD’s S.W.A.T. monthly training activities.
- Set up and administered a second CPAT (Candidate Physical Ability Test) at the Farmington Boys and Girls club.
- Flu shots were delivered to on duty crews.
- Completed annual Chief meetings with all department members.
- Several FFD members participated in fire safety talks at the local schools for fire prevention week.
- Six new firefighters started an eight week academy.
- Conducted a Technical Rescue assessment for members interested in becoming part of the Technical Rescue Team.
- FFD members participated in the set-up and delivery of furniture to the JIP facility.
- Participated in the annual Cathy Lincoln fund raiser, by selling shirts at Fire Operations. 367 shirts and 24 beanies were sold with $2002.75 delivered to the foundation to date.
- On-duty units stood-by in school crossings, to remind drivers to slow down for several days.
- Hosted several San Juan College EMT student ride-alongs.
- Continued discussions relating to mobile integrated health, with local partners.
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.

<table>
<thead>
<tr>
<th>Bus # Affixed</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>10275</td>
<td>Aztec Sparkles Sign being prepared</td>
</tr>
<tr>
<td>10276</td>
<td>Aztec Sparkles Sign being prepared</td>
</tr>
<tr>
<td>10418</td>
<td>Open</td>
</tr>
<tr>
<td>10419</td>
<td>Open</td>
</tr>
<tr>
<td>10420</td>
<td>Open</td>
</tr>
<tr>
<td>10500</td>
<td>Open</td>
</tr>
<tr>
<td>10501</td>
<td>Open</td>
</tr>
<tr>
<td>10502</td>
<td>Open</td>
</tr>
<tr>
<td>10541</td>
<td>Open</td>
</tr>
</tbody>
</table>

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

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

<table>
<thead>
<tr>
<th>PP# 20</th>
<th>PP# 21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printed Direct Deposits</td>
<td>301</td>
</tr>
<tr>
<td>Regular Checks</td>
<td>65</td>
</tr>
<tr>
<td>Emailed Direct Deposits</td>
<td>686</td>
</tr>
<tr>
<td>Total Checks printed</td>
<td>1052**</td>
</tr>
</tbody>
</table>

| Gross Pay | $1885415.45 | Gross Pay | $1865710.00 |
| Net Pay | $1205060.99 | Net Pay | $1196792.71 |
| Regular Employees | 734 | Regular Employees | 732 |
| Temporary Employees | 287 | 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 SJCCCA
- 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
"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
Administration

- Kiwanis Park trail improvements completed. Bocce Court and Horseshoe pit completed.

Aquatic Center

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

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.

Bonnie Dallas Senior Center (BDSC)

<table>
<thead>
<tr>
<th></th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT. FY17</th>
<th>OCT. FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Congregate Meals Served</td>
<td>44,020</td>
<td>33,738</td>
<td>4,284</td>
<td>4,155</td>
</tr>
<tr>
<td>MOW Deliveries</td>
<td>24,257</td>
<td>20,430</td>
<td>2,391</td>
<td>2,734</td>
</tr>
<tr>
<td>Silver Fitness Center</td>
<td>13,180</td>
<td>8,274</td>
<td>993</td>
<td>912</td>
</tr>
</tbody>
</table>

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.

Civic Center

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

Farmington Indian Center (FIC)

<table>
<thead>
<tr>
<th></th>
<th>YTD FY 17</th>
<th>YTD FY 16</th>
<th>OCT FY 17</th>
<th>OCT FY 16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indian Center Total Customers</td>
<td>11,817</td>
<td>12,219</td>
<td>3,255</td>
<td>2,930</td>
</tr>
<tr>
<td>Restaurant Customers</td>
<td>9,330</td>
<td>10,298</td>
<td>2,456</td>
<td>2,233</td>
</tr>
</tbody>
</table>

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.
Farmington Museum  

**Museum General Attendance**  
YTD FY17  
49,513*  
YTD FY16  
47,302  
OCT FY17  
15,713  
OCT FY16  
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).

Farmington Regional Animal Shelter  

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

<table>
<thead>
<tr>
<th>Outcomes Dog / Cat</th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT FY17</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopt</td>
<td>462/336</td>
<td>495/359</td>
<td>128/74</td>
<td>130/89</td>
</tr>
<tr>
<td>Transfer</td>
<td>287/153</td>
<td>390/253</td>
<td>92/20</td>
<td>100/73</td>
</tr>
<tr>
<td>Return to Owner (RTO)</td>
<td>249/20</td>
<td>266/14</td>
<td>53/8</td>
<td>68/3</td>
</tr>
<tr>
<td>Euthanized</td>
<td>291/710</td>
<td>210/781</td>
<td>64/109</td>
<td>48/205</td>
</tr>
<tr>
<td>Died</td>
<td>15/84</td>
<td>6/68</td>
<td>7/8</td>
<td>1/13</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>1,214/1,291</td>
<td>1,330/1,462</td>
<td>327/215</td>
<td>332/379</td>
</tr>
</tbody>
</table>

**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.

Piñon Hills Golf Course (PHGC)  

<table>
<thead>
<tr>
<th>Golf Rounds</th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT FY17</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pro Shop Sales</td>
<td>$59,957</td>
<td>$82,410</td>
<td>$14,989</td>
<td>$17,222</td>
</tr>
<tr>
<td>Food &amp; Beverage Commission</td>
<td>$9,300</td>
<td>$10,473</td>
<td>$1,522</td>
<td>$1,934</td>
</tr>
<tr>
<td>Golf Revenue</td>
<td>$317,696</td>
<td>$348,131</td>
<td>$56,887</td>
<td>$59,254</td>
</tr>
<tr>
<td><strong>Total Facility Gross Revenue</strong></td>
<td>$386,953</td>
<td>$441,014</td>
<td>$73,398</td>
<td>$78,410</td>
</tr>
</tbody>
</table>
Recruitment Center

### Racquetball Courts

<table>
<thead>
<tr>
<th></th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT FY17</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,914</td>
<td>2,232</td>
<td>591</td>
<td>665</td>
</tr>
</tbody>
</table>

Gym:

- Open: 3,279 / 3,555
- Programs: 1,286 / 1,344

Customer Contacts (counter): 2,639 / 2,612

Special Events/Athletics
- Road Apple Rally: 183 / 149
- Adult Coed Kickball Tournament: 52 / 58
- Family Bingo & Pizza Night: 24 Teams / 18 Teams
- Coed Volleyball League: 25 Teams / 24 Teams
- Women's Volleyball League: 20 Teams / 18 Teams
- Boo-Palooza Costume Contest: 140 / 150
- Boo-Palooza Pet Parade: 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.

Sycamore Park Community Center

### Adult Activities

<table>
<thead>
<tr>
<th></th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT FY17</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2,596</td>
<td>2,200</td>
<td>713</td>
<td>367</td>
</tr>
</tbody>
</table>

### Kids Activities

<table>
<thead>
<tr>
<th></th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT FY17</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3,791</td>
<td>3,856</td>
<td>705</td>
<td>1,016</td>
</tr>
</tbody>
</table>

### Facility Rentals

<table>
<thead>
<tr>
<th></th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT FY17</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>261</td>
<td>276</td>
<td>73</td>
<td>77</td>
</tr>
</tbody>
</table>

### Visiting Patrons

<table>
<thead>
<tr>
<th></th>
<th>YTD FY17</th>
<th>YTD FY16</th>
<th>OCT FY17</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>27,633</td>
<td>31,124</td>
<td>6,043</td>
<td>6,670</td>
</tr>
</tbody>
</table>

### Harvest Party

<table>
<thead>
<tr>
<th></th>
<th>YTD FY16</th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>423</td>
<td>432</td>
</tr>
</tbody>
</table>

### Family Campout

<table>
<thead>
<tr>
<th></th>
<th>OCT FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>9</td>
</tr>
</tbody>
</table>

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.

20th Street Sidewalks – on hold until April 1, 2017.


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; 20th Street, Schofield Ave to Hutton Ave – waterline replacement – construction 99% complete; 20th 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 #2 – 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. 20th 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 20th 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 30th Street at Butler, Dustin, Sunset, and Pinon Hills Blvd., also on 24th 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.

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

Spot Inspections

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

Incidents 2016**

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