

The November 2018 **Gross Receipts Tax** report is shown below. November reflects September business activity.

	<u>Month</u>	<u>YTD</u>
November FY19 GRT Received (Gross)	\$ 4,209,803	\$ 21,740,906
November FY19 Budget	\$ 4,547,737	\$ 22,620,252

	<u>Budget to Actual</u>	<u>\$ Over / (Under) Budget</u>
Month of November	(7.4%)	(\$ 337,934)
Fiscal Year To-Date	(3.9%)	(\$ 879,346)

**GRT - Major Sectors
Month-Over-Month Comparison
November - FY2019**

Single Month	November FY19	November FY18	\$ Change	% Change
Mining, Oil, Gas	\$ 141,403	\$ 227,851	\$ (86,000)	(38%)
Construction	213,413	450,200	(237,000)	(53%)
Manufacturing	164,252	157,547	7,000	4%
Wholesale Trade	136,564	125,866	11,000	9%
Retail	1,756,256	1,719,470	37,000	2%
Prof, Scientific, Technical	248,821	169,883	79,000	47%
Healthcare & Assistance	333,707	341,487	(8,000)	(2%)
Accommodations / Food Svc.	383,705	396,063	(12,000)	(3%)
Other Services	404,476	391,140	13,000	3%
Misc./ Unclassified	427,205	451,266	(24,000)	(5%)
Total	\$ 4,209,803	\$ 4,430,773	\$ (221,000)	(5.0%)

**GRT - Major Sectors
Year-Over-Year Comparison
July - November FY2019**

5 Month Period	FY19 YTD	FY18 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 1,225,159	\$ 1,517,423	\$ (292,000)	(19%)
Construction	1,346,475	1,705,723	(359,000)	(21%)
Manufacturing	884,911	807,117	78,000	10%
Wholesale Trade	662,753	728,868	(66,000)	(9%)
Retail	8,625,757	8,634,776	(9,000)	(0%)
Prof, Scientific, Technical	967,726	933,974	34,000	4%
Healthcare & Assistance	1,551,115	1,390,646	160,000	12%
Accommodations / Food Svc.	2,048,170	1,998,532	50,000	3%
Other Services	2,264,126	2,200,593	64,000	3%
Misc./ Unclassified	2,164,713	2,575,686	(411,000)	(16.0%)
Total	\$ 21,740,906	\$ 22,493,338	\$ (752,000)	(3.4%)

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

Requests for Information

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017	29	39	54	43	33	61	39	66	49	36	39	30
2018	42	56	47	45	49	62	40	43	40	52	38	

Business Registration**New Registrations Processed**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017	22	34	49	40	41	30	36	27	29	34	27	34
2018	48	26	32	36	39	40	25	22	26	32	150	

Renewals Processed

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017	514	222	247	75	14	18	6	9	3	2	19	1884
2018	591	224	182	136	37	18	12	5	5	2	17	

Renewal Letters Sent

	Contractors	Exempt (Non-Profit)	Home Occupations	Regular Registrations	Security Guard Companies	Licenses	Total
2016	635	65	567	2210	7	82	3566
2017	634	71	554	2162	5	72	3498
2018	593	74	520	2128	5	73	3393

Renewals are mailed December 1 of each year and registrations are valid for the calendar-year.

Liquor Licenses**New Licenses Processed**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017	0	2	0	1	0	0	1	0	0	0	0	1
2018	1	0	1	0	0	0	0	0	0	3	0	

Renewals Processed

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017	0	5	1	0	0	34	0	0	0	19	1	0
2018	2	3	1	0	0	34	0	0	2	18	3	

Renewals are due in February, June & October depending on the type of State License issued.

Visitors "Checked In" at City Hall

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017									126	144	111	112
2018	140	117	121	124	167	77*	89*	48*	49*	203	72	

*Executive Conference Room closed for construction

AGENDA ITEM LIST

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

12/25/18 CC - Canceled/Advertised

1/08/19 CC

*Minutes - 12/11/18 CC & 12/18/18 WS

*Agreement re: ambulance services (Admin)

*Resolution commemorating changes to the Election District Map (Smylie)

Recognition of Steve White for his service on AAC (Mayor)

1/15/18 WS

Proposed ordinance (permission to publish) - street projects bonding (Breakell/Sypher)

Audit presentation (Mason)

Presentation re: gas plant study (Adair)

1/22/18 CC

ECHO Inc. Holiday Backpack Program (Mayes)

Proposed ordinance (discussion) - street projects bonding (Breakell/Sypher)

2/12/18 CC

Ordinance (final action) - street projects bonding (Breakell/Sypher)

Building Inspections Activities:

Permits were issued for the following projects:

1. Tenant Improvement, Wendy's, 2610 West Main Street.
2. New Construction, Dollar General, 4515 Wildflower Parkway.

Plans ready to permit:

1. New Construction, La Quinta Inn & Suites, 4300 English Road.
2. Tenant Improvement, Wal-mart, 1400 West Main Street.
3. Tenant Improvement, Sam's Club, 4500 East Main Street.
4. Tenant Improvement, Smart Style, 3000 East Main Street, Suite A.
5. Tenant Improvement, Tales at Tomorrow Café, 220 West Main Street.
6. Tenant Improvement, Dispensary, 3024 East Main Street, Bldg. A.
7. Tenant improvement, Escapology, 4601 East Main Street, Space 820.

Plans are currently under review for the following projects:

1. New Construction, San Juan Dental Specialists, 2990 Pinon Frontage Road.
2. New Construction, Villa View Condo, 8 Plex, 3401 Victoria Way, Bldg. 5000.
3. Tenant Improvement, Tamale Factory, 1907 Murray Drive.
4. Tenant Improvement, Sandwich Shop, 517 West Broadway.
5. Tenant Improvement, Armed Services, Recruitment Office, 3554 East Main Street, Suite 7-10.

The Division issued a total of 55 building permits with a valuation of \$1,310,372, issued 1 building permit for a new single-family home, issued 1 building permit for a new commercial building, performed 3 final inspections on new single-family homes, and performed a total of 310 inspections. The Division also processed 2 public record requests.

Planning Division Activities:

Staff accepted, reviewed, processed, and/or presented the following: 2 rezone petitions; 1 PD amendment; 1 variance petition; 1 appeal of an administrative decision; 3 summary plats; 1 UDC text change proposal; 2 address verification/assignments; 6 zoning verification letters; 19 business license zoning verifications; 1 public record request; reviewed 55 sets of building permit plans for UDC compliance; and, met with 86 counter visitors to answer inquiries and/or approve permit plans. Staff continues to assist the consultants with the MRA Plan Update.

Community Development Block Grant (CDBG) Activities:

1. The draft 2017 Consolidated Annual Performance Evaluation Report (CAPER) document was posted for public review by November 12, and is on the City Council's Agenda for their consideration after the public hearing on December 11.

Metropolitan Planning Organization (MPO) Activities:

1. The FFY2018 Annual Performance & Expenditure Report (APER) was submitted to NMDOT.
2. The MPO Technical Committee met on November 7; the Policy Committee met on November 15 and adopted three Policy Committee Resolutions: a) 2019 Meeting Schedule; b) Performance Measures (PM 2) for assessing pavement & bridge condition; c) Performance Measures (PM 3) regarding targets for system performance/freight/CMAQ.
3. A presentation on Performance Measure (PM 1) for the Highway Safety Improvement Program was provided to the Policy Committee. The same presentation will be provided to the Technical Committee in December. Adoption of the FFY2019 state targets for PM 1 will be sought in January 2019.
4. The completed applications for the FFY2020-21 Transportation Alternatives Program (TAP) for the five FMPO projects deemed feasible earlier were submitted to NMDOT on November 28, 2018.
5. Transition to management of the MPO to the NWNMCOG continued. The hiring process for the permanent MPO Officer, to be employed by the COG is ongoing.

- Warren Unsicker appointed as Director of Economic Development Department

Projects:

- Met with prospective residential developer interested in retirement community.
- Worked with City Council, Mayor, and San Juan County to support through resolution the Pool Rule amendment being proposed by Hilcorp at the Oil and Conservation Commission.
- Presented at the Oil and Conservation commission in Santa Fe to support the Pool Rule Amendment and present City/County resolutions, resulting in the successful passage of the amendment that will allow for further gas extraction in the Mesa-Verde Pool.
- Continued work in developing 2019 update to MRA plan to encourage transformative projects and programs for the heart of the City
- Working with 4CED and other key stakeholders in the region and the state to encourage rail for the region.
- Met with area retail developer regarding potential additional outparcels for new retail.
- Working with Airport Director on attracting tenants for the airports 120 acre industrial park
- Working with the Outdoor Recreation Industry Initiative on speakers and subject tracts for the 2019 ORII Base Camp Event, February 1-2.
- Ongoing work to attract keynote outdoor recreation related businesses to the region.
- Working with Farmington Schools on developing more integrated workforce pipeline for its students.
- Developing comprehensive process to evaluate potential projects as they arise and are attracted for City incentives. Likewise evaluating alternate ways in which to create “attractive” community assets for prospective business expansion.
- Working to implement and capitalize on the designated “Opportunity Zones” in Farmington near the MRA and the Airport to attract outside investment in projects.

Other Activities:

- Presented to NM Idea (State Economic Development Association) on the successful passage of Farmington’s new community Transformation and Economic Development (CTED) fund and the intended place-making and job creation efforts it would utilized for.
- Working with Four Corners Economic Development as they seek a new CEO.

Administration

1. Several Meetings related to ownership and marketing of SJGS.
2. Attendance of the Public Power Forward Summit to see the cutting edge trends in the industry.
3. Welcoming of new PUC member Connie Dinning to the commission.
4. Work related to analysis of electrical load capabilities for high energy user potential customers.

Business Operations

- Attendance of SJGS and Plant decommissioning meetings.

Customer Service

- The work orders released for construction in the month include a new Dollar General Store, and the City of Farmington 4P pumping station project.
- Training of a new employee to the new service department.
- Training of two new hires within Customer Service.
- Attendance of the APPA Customer Connections Conference.
- Bid process initiated for the city bill printing service.

Compliance, Environmental, Safety

1. Safety: 3 Incidents/ 0 OSHA Recordable Injury in November.
2. Safety: Safety Block Training completed.
3. Safety: Implementation rollout planning for XILO project.
4. Compliance: Root cause training completed to present in December to FEUS team.
5. Compliance: Work on Alarm Management Philosophy (Comp/Rel)
6. Compliance: Two required reports sent out in the month.
7. Environmental: Completed CEMS troubleshooting related to Bluffview.
8. Environmental: Worked on revegetation project for Cottonwood.

Engineering

1. Kick off meeting held with the new engineering contractor to discuss the various upcoming projects.
2. Final arc flash report received, and the utility is now incorporating the information into the standard operating procedures.
3. Work related to compliance deadlines in terms of inherent risk assessment.

Customer Inquiries: 36
Meter/Quad Spots: 1

Estimates: 21
Easements Obt: 2

Work Orders Written by EE: 20
Work Orders Released by EE: 21

Transformer Checks: 8
Easements Renewed: 10

Transmission and Distribution:**Construction/Maintenance**

1. Upgraded recloser in the Navajo Lake area to increase communication capability.
2. Completed nine transformer replacements and three new installations within the month.
3. Foothills to Lakeview 115 kV transmission line maintenance completed.

Maintenance WOs Completed: 69
Tree Trimming WOs Completed: 92
Street Light locations maintained: 86

Construction WOs Completed: 19
Customer Trouble calls: 44

Relay/Substation/Meter

1. Relay: Completed preventative maintenance on all radio communication facilities.
2. Relay: Performed reclosing testing at Animas substation.
3. Substation: Completed foothills battery testing.
4. Substation: Completed transformer testing at Lee Acres, Pump Canyon, and Foothills.
5. Meter: Completed reprogramming of the turtle meters to normal condition after Lakeview work.

New Service Installations: 4
Meters Verified: 0
Field Disconnect Notices: 1770

Meters Tested: 203
Tampering: 1
Reg. Hours Reconnects: 51

Power Quality Checks: 3
Disconnect Tags Mailed: 4310
After hours Reconnects: 231

Generation:

1. Owners engineer work continues to develop specifications, and to refine budget estimates.
2. Began Development of the next FY operating budget.
3. Completed Bluffview fall major outage, with commissioning completed.
4. USBR began their maintenance work at Navajo Dam that required the hydro facility to be removed from service.

Fuel Sales & Purchases:

- | | |
|--|---|
| 1. Animas total estimated gas sale – 49,000 mmbtu. | Bluffview total estimated gas sale – 133,600 mmbtu. |
| 2. Animas estimated gas buy back – zero mmbtu. | Bluffview estimated gas buy back – zero mmbtu. |

SCADA/EMS/Control Center:

1. Continued involvement in Reliability Coordinator transition efforts.
2. Interviewed for system operator and trainee positions.
3. Completed updates, an implementation of updates on CIP systems.

System Outages:

1. One circuit outage in the month of November on the Foothills circuit. Cause was equipment failure on one component of the transformer. Circuits combined together until repairs are completed in early December.

Operating Statistics:

Statistic	November 2018	November 2017	% Increase/(Decrease)
Animas Plant MWh	8,448	0	N/A
Bluffview Plant MWh	20,208	38,795	(47.91%)
Navajo Plant MWh	0	7,321	N/A
San Juan Plant MWh	20,473	23,205	(11.77%)
WAPA MWh	5,421	5,421	0%
Purchase MWh	31,020	15,523	99.83%
Purchase Power Cost	\$1,287,766	\$727,829	76.93%
Avg. Purch. Power Price	\$41.51	\$46.89	(11.47%)
Peak Demand Mw	142	133	6.76%
Total MWh System Energy	85,051	81,797	3.97%

CALL TYPE	NUMBER OF RESPONSES
Structure Fires	5
Vehicle Fires	1
Brush/Grass Fires	4
Rubbish/Dumpster Fires	6
Other Fires	2
Rescue/Emergency Medical	505
False Alarms	29
Mutual Aid Given	3
Hazardous Materials Response	11
General Hazard Response	14
Other Responses	333
TOTAL	913

TRAINING

- EMS Training: Medical Emergencies class by Greg Brown.
- Company Training: TeleStaff and IT annual update by Eng. Mark Mordecki.
- Company Training: Welbrook on-site tour of the facility.
- Company Training: Live fire training at San Juan College.
- New Hire Training: 4 new firefighters fire academy at San Juan College.
- Scheduled Maintenance:
 - o Technical Rescue Team Maintenance: B-Shift
 - o Hazmat Team Maintenance: A-Shift
 - o Wildland Team Maintenance: C-Shift

MISCELLANEOUS

- Numerous public events, station tours, and fire safety talks to include participation in Fill the Boot MDA event, Bonnie Dallas Thanksgiving meal, participated in a Salvation Army "Battle of the Bells" event, and PV EMT stand-by for Football games.
- Conducted annual Farmington schools safety inspections.
- FFD hosted AFLAC presentations for all three shifts.
- FFD hosted San Juan College EMT students for the required EMT ride-alongs.
- FFD members participated in the San Juan Safe Community Safe Schools meeting.
- Attended Local Emergency Planning Committee (LEPC) meeting.
- FFD on-duty crews hosted a Safer NM Car Seat Clinic at Fire Station 2.
- FFD member attended the New Mexico Metro Chief Meeting in Albuquerque.
- FFD members attended monthly Farmington Schools safety meeting.
- FFD members attended a meeting with the State Fire Marshall's Office in Santa Fe, reference an agreement for investigations and inspections within the City of Farmington.
- The Fire Marshall's office performed 8 school inspections, 16 business inspection and re-inspections, 7 building finals, 10 plan reviews, multiple follow-up meetings, 2 fire investigations, discussions relating to code questions and enforcement.
- Seasonal employees have inspected and serviced 630 hydrants and 56 dead end main flushes and chlorine tests for the month of November.
- FFD and FPD's pilot Alternative Response Unit (ARU) for down subjects, made 234 contacts with 26 transports to the sobering center, 23 transports by EMS to the Hospital, and 23 transported to the Detention Center for the month of November.

(Yearly Totals Are Calendar Year)

Vehicle Maintenance Division:	2018	2017
• Vehicle Job Orders Completed	623	541
• Service Calls Completed	45	17
• PM Services Completed	100	77

Building & Maintenance Division:		
• Active Job Orders	177	274
• Completed Job Orders (Month)	101	63
• Completed Job Orders (YTD)	1,172	1,148

Status of Construction Projects:

Civic Center Construction – 99% - Punch list items, awaiting operable walls
 City Hall Remodel – 99%. Final trim, gutters, and lighting install.
 Energy Upgrade Project – 99%. Commissioning, testing and training.
 Boys & Girls Club Teen Addition – 15% – footers and stem walls framed and poured.
 Roof relocation – Portables moved and set. Interior work has begun.
 Pinon & Miller Property. Demolition nearing completion. Estimated completion in mid December.

Red Apple Transit

Ridership Numbers:

Blue:	2675	
Green:	2214	
Purple:	1406	
Red:	631	
Yellow:	1684	
Saturday:	214	
Aztec:	672	
Kirtland:	317	
Bloomfield:	0	<i>(Bloomfield Route Cancelled until further notice)</i>
Dial A Ride	355	

Total Ridership this Month 10,168

Total Ridership this Month Last Year: 9,819

Total Ridership Year to Date: 110,392

Total Ridership Year to Date Last Year: 112,433

Ads

Advertising frames for City department use.

Bus #	Organization
10275	City of Aztec, Aztec Sparkles
10276	City of Aztec, Aztec Sparkles
10418	Public Works Water Shortage Stage 1
10419	Open
10420	Public Works Water Shortage Stage 1
10500	Open
10501	Public Works Water Shortage Stage 1
10502	Open
10541	City of Aztec, Aztec Sparkles

Annual FTA NTD Report

The NTD report is the primary source for data on the transit system such as Financial Data and Service Data which includes revenue miles, revenue hours, amount of runs (trips), and inventory. FTA recipients of grants for Urban (Red Apple Transit) are required to provide the data annually. Each year, the NTD data is used to determine and appropriate FTA funds to the transit agencies. This year's report is July 1, 2017 to June 30, 2018.

The report found an increase in the Paratransit Dial a Ride ridership. The ridership increased from 4,017 in 2017 to 4,833 in 2018. The increase reached the capacity of the two Dial a Ride vans. A new 8 passenger bus was purchased to handle the increased paratransit riders.

FOUR CORNER REGIONAL AIRPORT
MONTHLY REPORT - NOVEMBER 2018
 (Current Month Percentage & Y-T-D Percentage Change)

	<i>Current Year Nov-18</i>	<i>Percentage of Change</i>	<i>Previous Year Nov-17</i>
Monthly Air Traffic Operations:	3,439	14.63%	3,000
Y-T-D Traffic Operations:	35,925	9.94%	32,676
Monthly Fuel Flowage (gals):	38,766	147.39%	15,670
Y-T-D Fuel Flowage (gals):	292,685	0.17%	292,176
Monthly Car Rental Revenue:	\$3,750.00	-25.00%	\$5,000.00
Y-T-D Car Rental Revenue: (EAN/Enterprise gone Feb, 2018)	\$42,500.00	-22.73%	\$55,000.00

PERSONNEL DIVISION**Job Postings:**

Regular/Full-Time - 17
 Temporary/Seasonal - 10
 Inter-Division - 1
 Inter-Department - 3

New Hires:

Temporary/Seasonal - 3
 Regular/Full-Time - 7

Terminated:

Temporary/Seasonal - 37
 Regular/Full-Time - 8

PAYROLL**PP# 22**

Printed Direct Deposits	219
Regular Checks	57
Emailed Direct Deposits	761
Total Checks printed	1,037**
Gross Pay	\$ 1,937,989.82
Net Pay	\$ 1,273,881.33
Regular Employees	746
Temporary Employees	286

PP# 23

Printed Direct Deposits	203
Regular Checks	55
Emailed Direct Deposits	758
Total Checks printed	1,016**
Gross Pay	\$1,900,221.57
Net Pay	\$1,247,069.66
Regular Employees	741
Temporary Employees	259

PP# 24

Printed Direct Deposits	193
Regular Checks	45
Emailed Direct Deposits	749
Total Checks printed	987**
Gross Pay	\$ 1,894,905.99
Net Pay	\$ 1,247,629.18
Regular Employees	746
Temporary Employees	257

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

HR GENERAL

- Mandatory Harassment & Workplace Violence training launched
- Prepare for open enrollment period
- Performed Job Audits on a number of positions
- Finalized union negotiations

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

- Responded to a broad range of help desk requests
- Continued working on new Helpdesk System
- Continued testing of HTE HTML5 - Web Version
- Continued implementing ACOM check printing system – W2's and 1099's in progress
- Performed successful roll-swap of HTE systems between CH and MOC
- Performed routine tasks related to system availability and data protection

Departmental Help Desk Ticket Counts:

270 tickets created

171 tickets closed

245 tickets in-progress

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

- Worked on FY 2018 Animal Intake data from Farmington Regional Animal Shelter
- Continued software implementation of Mobile Mapping software for FEUS
- Completed new snow maps for Public Works
- Started updating water As-Builts for Public Works
- Completed building footprint adjustments and added 5 new subdivisions to respective layer

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

- Responded to a broad range of escalated technical issues
- Completed migration of MOC file server to new VM server
- Continued development for IT Dashboard – Open Manage
- Performed daily tasks of Infrastructure Services operations, maintenance, and recovery
- Cylance Protect – 753 devices and systems protected. Currently 0 threats
- Created clones of all COF IT supported systems on MOC DR servers

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

- Setup new users and responded to helpdesk calls for various departments
- Converted Senior Center to VoIP and installed new switch and wireless at site
- Continued working on projects for Brookside, Civic Center, AMI, MPO, etc
- Configured and deployed numerous desktops, laptops and mobile devices
- Continued enterprise reimaging system for remote deployment – testing now
- FFD continued on WSUS implementation and new ACM, FPD continued camera testing

Looking Back...

	This Month	This Month Last Year	Difference
Library Visitors	24,592	25,174	-2%
Circulation	27,942	28,675	-3%
Library Programs	232	209	11%
Library Program Attendance	5,359	5,613	-5%
Computer Users	3,912	4,682	-16%
WiFi Users	2,205	1,603	38%
Volunteers	28	36	-22%
Volunteer Hours	191.25	299.00	-36%

Looking Ahead...

Winter Solstice Celebration

Please join us in celebrating the Winter Solstice at the library on Friday, December 21st. Enjoy a lively show with Scott and Johanna Hongell-Darsee as they perform traditional midwinter Scandinavian and Celtic ballads and tales. Visit the library's Events Calendar at www.infoway.org for further details.



In Case You Missed It...



Ellen Meacham Presents:

"Delta Epiphany: Robert F. Kennedy in Mississippi"

Ellen Meacham, nonfiction author and journalism professor, presented a fascinating educational journey about Robert Kennedy's 1967 experience with poverty programs in the Mississippi Delta. Missed her program but wish you could learn more about this history? Check out her book, "Delta Epiphany: Robert F. Kennedy in Mississippi" from the Farmington Public Library today!

Bisti Bay at Brookside Park - under construction

Among the Waters Trail - Ready to bid, waiting on clearance from NMDOT on Right of Way agreement.

North Trail and Gateway Park - Community meetings held in Nov. Consultant working on revised concepts. Staff continues to get feedback from local residents.

Aerial Adventures - Community meetings held in Nov for features and model to study for market and feasibility.

Lake to BLM (OHV and MTB Trail) - Contract awarded. Working on executing agreements and construction kick-off meeting.

Marquee Trail - Public Land Solutions preliminary work on stakeholders and gap analysis.

ORII Base Camp- Workshop scheduled for Feb 1 and 2. Partnership with CVB, San Juan College and 4CED.

General - Established relationships with Outdoor Industry Association and All Trails Network. Working on Farmington brochure development.

Lake Farmington	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Standard Vehicle Day**	8,968 (\$44,833)	8,314 (\$41,555)	48 (\$238)	46 (\$225)
Commercial Vehicle Day	2 (\$40)	6 (\$120)	0 (\$0)	0 (\$0)
Season Pass	47 (\$2,345)	53 (\$2,645)	0 (\$0)	0 (\$0)
Camping Nights	112 (\$1,139)	0 (\$0)	0 (\$0)	0 (\$0)
Night Fishing	31 (\$155)	73 (\$365)	0 (\$0)	0 (\$0)
Total Revenue	\$48,512	\$44,685	\$238	\$225
The Beach (Hourly avg.)	346	125	N/A	N/A
The Beach (Peak hours 2-4pm total)	6,303	7,072	N/A	N/A
The Beach Private Parties (Revenue)	14 (\$2,800)	0	0 (\$0.00)	0

Note: The Beach is now closed for the season. Also, watercraft is not allowed on the lake during the winter season but will re-open mid-April. Fishing from the shore is accessible year round; lake access and fishing fees can be paid at any self-pay station.

Aquatic Center	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Water Safety Instructor Course	4	0	0	0
Lifeguard Certification	15	8	4	8
Swimming Lessons	512	959	62	102
Public Swim Single Payment (FAC)*	15,488*	14,954*	743*	1,204*
Pass Usage*	814*	1,130*	81*	103*
Aquacise (Lions)	2,463	2,168	303	400
Arthritis (Lions)	663	680	102	132

Note: FAC had 471 lap swimmers and 59 water rockets rentals during the month of Nov. During the months of Nov. and Dec. we are giving out free passes for water rocket rentals per two canned food donation to ECHO. Lions Pool had 384 lap swimmers and 383 water therapy participants. Lion's pool has seen a decrease in Aquacise for the month of Nov compared to last year due to weather and holiday hours. In September of 2018 we closed the 150 foot water slide due to infrastructure issues. Due to the closure of the water slide, we have seen an decrease in public swim. The pricing for public swim was reduced from \$3.24 3-12 yrs. to \$3.00 and \$4.50/\$5.00 (12-18 and 18+) to \$4.00 per swimmer. Will see a reduction in revenue due to this change. *These numbers are for FAC only.

Bonnie Dallas Senior Center	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Congregate Meals Served	24,049	22,613	4,795	4,821
Home Delivered Meals	10,937	10,650	2,137	2,244
Silver Fitness Center	6,427	5,290	1,141	996

Note: November was a busy month, beginning on Saturday, November 3 with our annual Craft Fair. 40+ vendors and more than 600 people passing through our doors. Information on the center was handed out and the kitchen served Navajo Tacos for lunch. Our annual Thanksgiving lunch was held on Friday, November 16. We were assisted by dozens volunteers from city offices including the Mayor and City Council as well as caring citizens from throughout the county. A total of 590 Thanksgiving meals were served. We began the process of hiring a part time Van Driver and a part time Fitness Center Aide and BDSC has submitted proposals to alter program fees and times in the fitness center.

Civic Center/Lions Amphitheater	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Civic Center Attendance	14,342	29,739	7,596	5,728
Lions Amphitheater Total Attendance	7,896	3,925	0	0
Civic Center Paid Events	102	214	24	46
Civic Center Free Events	43	189	19	39
Lion's Amphitheater Events	13	17	0	0
Total Civic Center Events	145	403	43	85
Total Lion's Amphitheater Events	13	17	0	0
Total No Shows/Canceled	3	19	1	4
Total Walk-In	0	0	0	0

Note: November Civic Center attendance is up from last year due to theater events this year. The number of events is down from last year due to construction at the beginning of the month and no free meetings were scheduled for November 2018.

Farmington Indian Center	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Total Customers	15,765	16,850	3,032	2,886
Restaurant Customers	13,116	11,651	2,763	2,484

Note: *Numbers reflect a decrease in customers served since FIC did not sponsor the Totah Festival pow-wow or cultural expo as in 2017, the discrepancy will show throughout FY 19's reporting. Thank you to the Hilcorp Corporation for sponsoring 150, veteran meals at FIC's Giving Thanks for Our Veterans celebration! Overall, 400 meals were served that day to recognize and honor our country's veterans. FIC is preparing and welcoming friends and relatives back to the Four Corners for the holiday. Thank you again Four Corners, FIC exceeded projected revenue and the number of customers served in November 2017! We look forward to the New Year.

Farmington Museum	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Total Museum General Attendance	55,246 † *	39,247*	11,268 † *	6,055*
October Attendance by Facility:				
Farmington Museum			7,970	
E3 Children's Museum & Science Center			2,114	
Riverside Nature Center			1,058	
Museum of Navajo Art & Culture			126	

Note: The Farmington Museum was very busy with the election in November. The Museum opened a new exhibit titled "Petroliana," showcasing a collection of oil and gas memorabilia from Alan Hawkinson. Also showing is the Gateway to Imagination art show juried by Alex Gregory the Curator at the Amarillo Museum of Art. The Museum also continued to show an exhibit commemorating the 100th anniversary of WWI. E3 Children's Museum is going to be hosting a First Lego League tournament in Dec with over 20 teams participating. This will be a State qualifying tournament. The Riverside Nature Center hosted a Project Search student worker as did the Farmington Museum. This program provides skills training and career building opportunities for high school kids with disabilities. † Includes early voting building users. * Does not include Growers Market attendance.

Farmington Regional Animal Shelter	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Intake Dog / Cat				
Owner Surrender	706/606	655/745	107/68	119/84
O/S Return	2/1	18/12	1/0	6/2
Stray	912/923	868/1016	176/125	140/140
Seized	49/8	44/0	9/0	10/0
Public S/N	333/250	339/316	66/55	54/59
Total Public S/N	583	655	121	113
TOTAL	2,002/1,793	1,924/2,089	359/248	329/285

Outcomes Dog / Cat				
Adopt	647/746	603/739	115/115	119/113
Transfer	404/126	490/214	48/24	148/52
Return to Owner (RTO)	371/21	313/36	73/5	55/4
Euthanized	260/680	238/767	55/135	48/75
Died	10/40	13/52	1/3	1/8
TOTAL	1,693/1,615	1,578/1,778	292/282	355/238

Note: Cat euthanasia was up in November. Several people were trapping feral and unsocial cats on their property. At this time we do not have other alternatives for feral and unsocial cats other than euthanasia. The shelter hosted a tour for San Juan County Officials on 11/29/18.

Parks Operations

Parks Maintenance and Construction: Master gardener classes were completed and 3 employee's graduated, all seasonal staff have been laid off for the season, all irrigation systems and restrooms were winterized, replacing fence on bottom of Roberto ballfield 1 and 2 backstops, replacing batting cage fences at Sports Complex, Christmas decorations were put up downtown and Civic Center and City Hall and Berg Park, crews are picking up and or mulching leaves in the parks as they fall, painted 2 temporary pickle ball courts on the Boys and Girls club basketball courts, removed sand from Westland park playground and replaced it with engineered wood fiber.

Graffiti: 39 reports received and 39 removed.

Vector: Continue spraying city buildings for pests and trapping rodents.

Sports Fields: Closed for season

Special Event Assistance: Christmas Craft Fair, Turkey Trot and Gobble Wobble, FHS swim meet, Christmas Parade, River Glow.

Piñon Hills Golf Course	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Golf Rounds	14,129	16,744	1,671	2,045
Pro Shop Sales	\$67,180	\$68,043	\$7,254	\$9,309
Food & Beverage Commission	\$7,835	\$8,483	\$1,219	\$1,853
Golf Revenue	\$297,540	\$304,582	\$20,949	\$32,514
Total Facility Gross Revenue	\$372,555	\$381,108	\$29,422	\$43,676

Note: November weather was cold and windy, and the golf course numbers were directly affected. In looking back, November 2017 was unseasonably warm, which produced abnormally high numbers. Tournament season is over, and maintenance seasonal staff have been laid off. Golf course staff have begun winter projects, including painting and cleaning. NOTE: An error in October FY18 numbers have been corrected and reflect in the current reporting.

Recreation Center	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Racquetball Courts	2,309	2,190	898	593
Gym:				
• Open	1,059	1,622	164	300
• Programs	6,918	7,049	3,611	3,263
Customer Contacts (counter)	3,228	3,915	213	410
Special Events / Athletics				
• Christmas Craft Fair			55 vendors	55 vendors
			682 visitors	589 visitors
• Family Bingo & Pizza Night	146	192	62	88
• Turkey Trot & Gobble Wobble			187	184

Note: November brings the beginning of holiday programs to the Recreation Center. As noted in the above numbers, the Christmas Craft Fair again saw an increase in visitors this year over last year, and the 5K Turkey Trot & 2 mile Gobble Wobble saw a little increase in participation as well. A substantial increase can also be noted in the gym program numbers and racquetball numbers due to our City volleyball leagues and the High Schools using our racquetball courts and gym for classes. As always, the colder months bring the programs and participants indoors.

Sycamore Park Community Center	YTD FY19	YTD FY18	NOV FY19	NOV FY18
Adult Activities	5,361	3,595	1,254	892
Kids Activities	7,508	5,415	1,094	804
Facility Rentals	312	297	47	54
Visiting Patrons	31,777	33,397	5,064	5,692
Thanksgiving Potluck			303	228

Note: November was a busy month preparing for several larger events. We held our annual Thanksgiving Potluck where we exceeded our expectation in participation. Staff also assisted with the Turkey Trot 5k and 2 mile walk, assisting with directing runners and activities. Our rentals have decreased, we had several cancellations and dates that were unavailable due to department events.

Statistic for the month:

Calls for Service	6,611
Arrests	373 (24 DWI)
Traffic Cites	677 (including written warnings)
Municipal Cites	96 (including Animal Control Citations)
Accidents	151 (1 fatal, 20 with injury, 84 property damage, 18 hit & run, 2 city vehicle, 27 on or involving private property, and 6 alcohol related)
Evidence Processed	513
Reports Taken	1,448
Code Violations	586

Major Events and Accomplishments:

In November, FPD responded to an armed robbery at the Family Dollar located at 909 Farmington Ave. The suspect took an undisclosed amount of money and fired a shot in the store before fleeing in a vehicle. No one was injured. A short time later, a stolen vehicle was reported at Great Buy Auto Sales. Officers intercepted the vehicle and initiated a pursuit. The pursuit ended when the suspect vehicle and the pursuing FPD unit collided. The suspect was then taken into custody.

In November, FPD responded to San Juan College in regards to a suspicious item located in one of the men's restrooms. The Information Technology building was evacuated and Bomb Squad personnel responded to remove the item. Once the Bomb Squad took possession of the item, staff and students were allowed to return to the building. The item was later determined to be an internal component of a urinal system in the men's restroom.

In November, FPD participated in Clothes for Kids. Clothes for Kids provide school children in need with a winter wardrobe. Each child receives \$100 to shop for clothes with a personal shopper from FPD. Farmington Fire also volunteered for the event.

In November, FPD participated in No Shave November. To participate, officers had to pay a fee which is donated to a local charitable organization at the end of the month. FPD was able to collect over \$1,600 from the participating officers.

In November, FPD's District Coordinator Unit installed a third Little Free Library at Brookside Park, near the west playground. Deputy Chief Tyler was on hand for the dedication ceremony and read to the children in attendance.

ENGINEERING DIVISION:

- **Foothills Enhancement Project** – Holmes to Lakewood
Phase 1 - MAP Grant, \$636,379; Bid Opened March 20, 2018, one bidder; Rebid opened April 16, award forwarded to Council May 1st. Four Corner Materials awarded contract. Construction began June 11, 2018; substantial completion walk through scheduled for November 7, 2018. Sent NMDOT time extension request to complete reimbursement paperwork.
Phase 2 and Phase 3 - right of way maps for both phases finalized and appraisals for Phase 2 signed in August (now need updated) to be complete by Aug 15th (pending NMDOT approval to start). Utility Certifications in place. Environmental Certification letter submitted - a requirement before acquisition for Phase 2 and 3. NMDOT funding notification received (\$188,636) for Phase II, Multi-use Path and MAP funds for roadwork for \$166,171 with a local match of \$27,465. Asking for funding to be moved to FFY19 due to right-of-way process. No contracts returned from NMDOT
- **20th Street Sidewalks, Fairview to Clayton, Ph 1 & Ph 2** –HO Construction, 100% complete; responding to NMDOT requests; received reimbursement for Phase 2; Phase 1 still pending.
- **20th Street Sidewalks, Phase III (Sullivan to Dustin)** – NMDOT funding notification received spring 2017 (\$867,300) processed contract for design from NMDOT; Kick off meeting June 5th at 9 AM. Survey and Environmental survey work completed. Working on preliminary plans – 30%. Design review meeting held August 13 in Durango.
- **Villa View Detention Facilities** –TLC Plumbing and Utility from Albuquerque, NM - construction 100% complete. BHI is finalizing Main Street Storm Drain plans to 100% construction plans for the E. Main Street storm drain re-alignment, 90% design review due December 7, 2018, and 100% design review due January 8, 2019 pending the NMDOT utility permit approval.
- **Broadway Bridge Repair** –Phase 2 pending new State Contract in December.
- **Pavement Management** –Pavement Management Coordinator advertised.
- **Resurfacing List for FY18 and FY19:** finalized projects for remainder of FY18 funds. Working on FY19 list, only 1.4 million available due to reduced revenues (down from 3.7 mil). Completion of Broadway Bridge repairs require \$600K of FY19 funds. OGFC overlay for Foothills completed.

WATER / WASTEWATER DIVISION:**WATER PROJECTS:**

- **4P Pump Station** –
Working with the contractor, RMCI, and engineer on value engineering proposal to change to a site built pump station. Cost proposal received from RMCI for the site built building will save \$230,000; a change order issued, preconstruction held on November 15th, construction to begin in the spring of 2019.
- **2P Waterline Project:**
2P Phase 1 -- waterline upgrade: City Council awarded bid to TRC Construction, Flora Vista NM for \$3,040,950.71; Waterline installation on US 64 completed; NMFA approved change order to add the following streets to the project: (S. Graham, Sycamore, Griffin, Bramble, Plum, S. Dustin) to expend the projected cash balance on streets adjacent to the project. TRC Construction working on Griffin – 95% complete; Graham Road – 95% complete; Plum Street – 95% complete; Poplar – 95% complete; Bramble – 95% complete; Sycamore – 45% complete.
2P Phase 2 – waterline upgrade: notification received project approved by NMFA board for a 25% grant award of \$898,900; Term, 22 years, 2% interest, estimated project cost \$3.6 million – design – complete. Construction contract awarded to TRC Construction by City Council, Notice to Proceed issued for July 9, 2018; McCormick School Road – 65% complete; Murray Drive – 35% complete.

2P Phase 3 – waterline upgrade: Project approved by EPA for funding. Submitted City Council Binding Letter of Commitment; City and NMFA finalized loan documents. Project set for construction in 2019, estimated cost \$2.9 M.

- **Polyline Replacement** – the contractor, KG Sewer, is working in Park Lane Estates 36% complete.
- **Farmington Reach - Navajo Municipal Pipeline Project:** on hold, pending BOR completion of pipeline.
- **W Broadway, Miller St. to Auburn Ave.:** Replace existing 6" C.I. waterline with a 12" PVC waterline, construction 98% complete.
- **W Broadway, Schwartz to Lake St.:** Replace existing 6" C.I. waterline with a 12" PVC waterline, construction 94% complete.
- **Behrend Ave, Main St to Broadway:** Replace existing 6" C.I. waterline with a 12" PVC waterline, construction 98% complete.
- **E. Main Street - Intersection of Piñon Hills Blvd:** Replacing 16" steel waterline with 16" PVC waterline, construction 85% complete.
- **30th Street, Dustin Ave to Butler Ave:** Replacing 6" AC waterline with 8" PVC waterline; Construction 90% complete.
- **San Juan Blvd., Butler to Scott:** Replacing 6" C.I. waterline with a 12" PVC waterline; Construction 7% complete.
- **Sullivan Ave., 20th St. to 30th St.:** Replace existing 4" & 6" C.I. waterline with a 12" PVC waterline, construction in spring 2019.

SEWER PROJECTS:

- **WWTP Phase III** – project probable cost \$22 million – Contractor - RMCI, Inc. Albuquerque; 98% complete; substantial completion issued on June 21, 2018. RMCI working on as-built drawings and project closeout documents.
- **Lift Station #9 Improvements:** The project is rehab of the existing lift station, which includes the mechanical, pumping equipment, piping and electrical system. Contract awarded to TRC Construction, Inc., Pre-construction meeting scheduled for January 9, 2019. Anticipate construction spring 2019.

WATER & SEWER PROJECTS:

- **West Main, 4100' water and sewer replacement:** Design complete; Replace existing 6" CI waterline with a 12" PVC waterline and replace existing 8" sewer line with a 16" FPVC sewer line; Project Request for Proposal (RFP); Bid due October 31, 2018. Received one proposal, City Council awarded contract on November 27th to AUI. Inc. of Albuquerque.

TRAFFIC DIVISION:

- **Traffic Signal Techs:**
 - 15 emergency call-outs
 - 119 - NM811 calls
 - Monitor E Main corridor
 - 7 control cabinet preventative maintenance completed
 - Installed 1 Ethernet radio @ West Main / La Plata
 - Continue building & set up Centracs System
 - Swapped out 1 controller on West Main
 - Pedestrian Push buttons: replaced @ 30th & E Main; repaired issue in Bloomfield @ Broadway / 1st
 - Replaced service riser & wiring to 20th / Dustin due to accident
 - Replaced underground wiring and installed Wavetronix system @ W. Main / La Plata
 - Replaced controller @ La Plata / Piñon Hills
 - Replaced service riser for school zone beacon @ Animas Elementary due to accident

Replaced Batteries on message board
Assist with traffic control @ Broadway / Southside River Road
Started traffic signal cabinet documentation Digitization upgrade project
Replaced 2 school zone signs
Site survey for communication pathways @ 6 intersections

- **Sign Techs:**

23 signs upgraded / replaced
24 maintenance tickets performed
35 traffic signs made
66 Way Finding signs vinyl cut
41 Way Finding signs made
53 Way Finding sign post & anchor installations completed
13 signs removed, 4 relocated & 4 changed (roundabout)
Provide traffic control: Turkey Trot & Christmas Parade
Curb painted @ McKinley Elementary
2 stop bars installed
2 Cross Walks installed
2 arrows installed

- **Traffic Engineering:**

Traffic Control Plans: reviewed & approved Seven (7) for Southwest Safety
Traffic Control: All County Paving and Sealcoating at Hood Mesa Trail
Traffic Counts: *Completed:* Municipal Drive @ 24th Street; Carlton Avenue: 2nd & 3rd of 3 counts;
Traffic Studies: *Completed:* Carlton Ave; Pinon Hills Blvd and Messina Drive; Foothills Guardrail Study; Ladera Drive; Rinconada Street; San Juan Vet Right-turn Lane; Municipal Drive; and, Dustin Avenue.

STREET DIVISION:

- **Heavy Equipment and Truck Crew**

Graded 9,724 ft. of dirt streets, 105 man hours

- **Asphalt Crew**

51 street cuts repaired with Hot Mix Asphalt; 172 potholes repaired with hot mix & bag mix

- **Sweepers & Roadside Crew**

1,762 miles of residential and arterial streets swept; crews are herbicide spraying for weed control; picking up trash and cutting weeds on City lots, drainages and right-of-ways.

- **Concrete Crew**

Assisted Asphalt crew before the Asphalt Plant closes for winter; 56.5 CY of concrete for maintenance