

The January 2019 **Gross Receipts Tax** report is shown below. January reflects November business activity.

	<u>Month</u>	<u>YTD</u>
January FY19 GRT Received (Gross)	\$ 4,474,774	\$ 30,340,107
January FY19 Budget	\$ 4,536,739	\$ 31,726,725

	<u>Budget to Actual</u>	<u>\$ Over / (Under) Budget</u>
Month of January	(1.4%)	(\$ 61,965)
Fiscal Year To-Date	(4.4%)	(\$ 1,386,618)

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

Single Month	January FY19	January FY18	\$ Change	% Change
Mining, Oil, Gas	\$ 499,681	\$ 233,091	\$ 267,000	115%
Construction	304,060	320,488	(16,000)	(5%)
Manufacturing	133,162	142,188	(9,000)	(6%)
Wholesale Trade	147,585	120,622	27,000	22%
Retail	1,776,959	1,841,734	(65,000)	(4%)
Prof, Scientific, Technical	174,787	188,601	(14,000)	(7%)
Healthcare & Assistance	292,022	341,598	(50,000)	(15%)
Accommodations / Food Svc.	364,487	376,794	(12,000)	(3%)
Other Services	373,999	407,680	(34,000)	(8%)
Misc./ Unclassified	408,033	410,801	(3,000)	(1%)
Total	\$ 4,474,774	\$ 4,383,596	\$ 91,000	2.1%

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

7 Month Period	FY19 YTD	FY18 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 2,065,321	\$ 1,977,225	\$ 88,000	4%
Construction	1,922,825	2,300,961	(378,000)	(16%)
Manufacturing	1,150,993	1,087,696	63,000	6%
Wholesale Trade	948,656	981,568	(33,000)	(3%)
Retail	11,938,825	12,100,078	(161,000)	(1%)
Prof, Scientific, Technical	1,326,058	1,284,883	41,000	3%
Healthcare & Assistance	2,170,774	2,107,410	63,000	3%
Accommodations / Food Svc.	2,774,974	2,764,881	10,000	0%
Other Services	3,047,815	3,066,311	(18,000)	(1%)
Misc./ Unclassified	2,993,863	3,386,203	(392,000)	(11.6%)
Total	\$ 30,340,106	\$ 31,057,216	\$ (717,000)	(2.3%)

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
2018	42	56	47	45	49	62	40	43	40	52	38	32
2019	54											

Business Registration

New Registrations

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2018	48	26	32	36	39	40	25	22	26	32	15	22
2019	40											

Renewals

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2018	591	224	182	136	37	18	12	5	5	2	17	1994
2019	459											

Liquor Licenses

New Licenses

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2018	1	0	1	0	0	0	0	0	0	3	0	0
2019	0											

Renewals

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2018	2	3	1	0	0	34	0	0	2	18	3	0
2019	0											

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
2018	140	117	121	124	167	77*	89*	48*	49*	203	72	81
2019	116											

*Executive Conference Room closed for construction

AGENDA ITEM LIST

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

2/26/19 CC - JJ out?

*Minutes - 2/12/19 CC

*Resolution re: alcohol at the North Allen Event Center (Jones)

Presentation and direction to staff re: aerial adventures market & feasibility (Styron)

MRA Plan update (Holton)

3/12/19 CC

*Minutes - 2/19/19 WS & 2/26/19 CC

*Recommendation from the Liquor Hearing Officer - D Farm, LLC (Smylie)

3/19/19 WS - RM out

3/26/19 CC

4/9/19 CC

Budget hearing # 1 - Introduction of CIP (Emrich)

4/16/19 WS - RM out

4/23/19 CC

5/7/19 Sp WS - Advertise

Presentation of the preliminary budget (Emrich)

5/14/19 CC

Community Input re: preliminary budget (Mayes)

Resolution adopting preliminary budget (Emrich)

5/21/19 WS

5/28/19 CC

Resolution adopting final budget (Emrich)

Building Inspections Activities:Permits were issued for the following projects:

1. Tenant Improvement, Wal-Mart, 1400 West Main Street.
2. New Construction, Villa View Condo, 8 Plex, 3401 Victoria Way, Bldg. 5000.
3. Tenant Improvement, Tamale Factory, 1907 Murray Drive, Suite B.
4. Tenant Improvement, Armed Services, Recruitment Office, 3554 East Main Street, Suite 7.
5. Tenant Improvement, Wal-Mart, 4600 East Main Street.
6. Tenant Improvement, Family Market, 1907 Murray Drive, Suite C.

Plans ready to permit:

1. New Construction, La Quinta Inn & Suites, 4300 English Road.
2. Tenant Improvement, Sam's Club, 4500 East Main Street.
3. Tenant Improvement, Smart Style, 3000 East Main Street, Suite A.
4. Tenant Improvement, Tales at Tomorrow Café, 220 West Main Street.
5. Tenant Improvement, Target, 4900 East Main Street.

Plans are currently under review for the following projects:

1. New Construction, San Juan Dental Specialists, 2990 Pinon Frontage Road.
2. Tenant Improvement, Sandwich Shop, 517 West Broadway.
3. Tenant Improvement, Fly High, 1650 East 20th Street.
4. Addition, Haliburton, 3250 South Side River Road.

The Division issued a total of 57 building permits with a valuation of \$2,627,895, issued 1 building permit for a new single-family home, performed 3 final inspections on new construction of single-family homes, and performed a total of 276 inspections. The Division also processed 5 public record requests.

Planning Division Activities:

1. Staff accepted, reviewed, processed, and/or presented the following: 1 rezone petition; 1 variance petition; 1 special use permit petition; 3 summary plats; 2 zoning verification letters; 17 business license zoning verifications; 1 public record request; reviewed 57 sets of building permit plans for UDC compliance; and, met with 102 counter visitors to answer inquiries and/or approve permit plans.
2. Adoption of the 2019 MRA Plan Update is currently scheduled for February. The MRA Commission will consider its recommendation during a special meeting on February 12.

Community Development Block Grant (CDBG) Activities:

1. Staff has started preparing the 2018 Substantial Amendment in order to reallocate the \$130,000 for the "Homeless Person Overnight Shelter" (The Roof), plus the remaining balance from the 2015 PRCA ADA Improvements Project (\$1,625.48), to fund ADA Improvements at the following Parks, Recreation, and Cultural Affairs facilities: Sycamore Park Community Center, Farmington Recreation Center, and Civitan Park, North. The Amendment should be ready for public review in February, and for Council consideration in late March or early April.

Metropolitan Planning Organization (MPO) Activities:

1. The MPO Technical Committee met on January 10, and the MPO Policy Committee met on January 24. Both committees considered the approval of the proposed Federal Fiscal Year (FFY) 2019 Safety Performance (PM 1) Targets, and received reports on an Award Letter from the FTA for Carryover Transit Funds and an Update on the Bike/Ped Plan
2. The MPO received a new Corrective Action Plan (CAP) from NMDOT on January 11, 2019, with two findings regarding TIP/STIP issues.

Projects:

- Attended follow-up hearing of NM Oil and Conservation Commission hearing in Santa Fe to assist with and show support for the careful consideration of the Pool Rule. While it was tabled, I was able to share my concerns with the new Commission Chair.
- Working with the Farmington Chamber of Commerce and statewide initiatives on a strategy for attracting retirees and retirement housing to the region.
- Working with Legislators, Lobbyists, and partners to champion legislation beneficial to business recruitment and retention. Likewise monitoring legislation that would be potential damaging to our region.
- Continue to defend our key employers, including SJGS, from potential closure both legislatively and strategically.
- Working with a developer that has numerous clients interested in power offtake and potential uses for power in the region. These conversations have continued and are beginning more detailed negotiations.
- Made final recommendations on draft of 2019 update to MRA plan to encourage design guidelines and mention of rail.
- Continue to recruit 3 outdoor recreation related businesses, including textile, outdoor entertainment, and recreation equipment.
- Presented and awarded incentive package to help redevelop a blighted building and parking lot in the MRA district. Subsequently developed incentive agreement.
- Working on a legislative push to attract petrochemical processing to the region that could create large-scale employment and use of our abundant gas reserves.
- Continued work with key stakeholders in the region and the state to encourage rail/heavy-haul corridor for the region. Legislation has been crafted and is being put forth this session to encourage a statewide impact analysis.
- Created mapping system by which all commercial property and City owned property can be easily searched for prospective businesses.
- Continue work on Gateway West to get plat and develop RFP for redevelopment.
- Working with New Mexico Partnership and ORII to develop plan for presence at the Outdoor Retailer show in Denver.
- Assisted state Economic Development Department with list of area potential LEDA projects that will help garner more funds from the legislature for recruitment incentives.
- Assisting with developing/finding a site for the San Juan College Food HUB.

Other Activities:

- Working with Four Corners Economic Development and La Plata Economic Development Alliance on regional initiatives that would benefit the City.
- Assisting 4CED in their search for an interim director.

Administration

1. Several Meetings related to Ownership and Marketing of San Juan Generating Station.
2. Work related short term new generation.
3. Initiated fiscal year budget compilation for fiscal years 2020 and 2021.
4. Key meetings related to new reliability coordinator services.

Business Operations

- Budget initiation began as well as mid-year forecasting for current year budget.
- NMMEEAA future year evaluation related to bonding.

Customer Service

- New work orders released consist of a new commercial building on Hwy 64, and system improvements related to the Farmington downtown streetlight project.
- Continued work on Electric as Built Work.
- New hires on boarded with customer service.
- Kick off meetings for both the new electronic bill pay and bill printing contract.
- There were 13,755 customer contacts in the month.

Compliance, Environmental, Safety

1. Safety: 5 Incidents/ 1 OSHA Recordable Injury in December.
2. Safety: Entering Historical Records into Xilo
3. Compliance: Prepared to CIP Mock Audit on February.
4. Compliance: EOP/EAP/Root Cause training completed in the month.
5. Environmental: Bluffview Title V air permit issued in the month.
6. Environmental: Several time interval required reports submitted in January.

Engineering:

1. Construction starting on the Hwy. 64 widening project.
2. Fiber Optic installed for the automatic transfer scheme at Farmington city hall area.
3. Work related to several long term large projects ongoing.

Customer Inquiries: 46	Estimates: 26	Work Orders Written by EE: 18	Transformer Checks: 9
Meter/Quad Spots: 0	Easements Obt: 0	Work Orders Released by EE: 9	Easements Renewed: 0

Transmission and Distribution:

Construction/Maintenance:

1. Completed pole replacement as needed for Farmington School's fiber project.
2. Began project for main street downtown electrical improvements.
3. Replacing reject poles from pole testing program.

Maintenance WOs Completed: 129	Construction WOs Completed: 10
Tree Trimming WOs Completed: 109	Customer Trouble calls: 41
Street Light locations maintained: 82	

Relay/Substation/Meter:

1. Relay: Installation of Bergin SCADA system.
2. Relay: Annual NERC compliance testing performed.
3. Substation: Annual battery maintenance completed at multiple substations.
4. Meter: Began setting meters for AMI pilot project.

New Service Installations: 7	Meters Tested: 235	Power Quality Checks: 2
Meters Verified: 0	Tampering: 0	Disconnect Tags Mailed: 4562
Field Disconnect Notices: 1711	Reg. Hours Reconnects: 44	After hours Reconnects: 195

Generation:

1. Preparing presentation for short term generation to PUC and Council.
2. Completion of development of the budget related to generation.

Fuel Sales & Purchases:

- | | |
|---|---|
| 1. Animas total estimated gas sale – 139,500 mmbtu. | Bluffview total estimated gas sale – 3,400 mmbtu. |
| 2. Animas estimated gas buy back – zero mmbtu. | Bluffview estimated gas buy back – zero mmbtu. |

SCADA/EMS/Control Center:

1. Several working group meetings related to reliability coordinator functions.
2. Training for system operators to maintain their certification.
3. Planning for CIP table top drills.
4. Work related to Bergin and Cottonwood substation SCADA points.

System Outages:

1. One outage in the month of January. Cause was related to ice buildup on an insulator.

Operating Statistics:

Statistic	January 2019	January 2018	% Increase/(Decrease)
Animas Plant MWh	0	0	N/A
Bluffview Plant MWh	40,300	40,482	(0.44%)
Navajo Plant MWh	0	6,572	N/A
San Juan Plant MWh	20,548	23,711	(13.33%)
WAPA MWh	10,512	11,013	(4.55%)
Purchase MWh	22,922	11,129	206%
Purchase Power Cost	\$881,146	\$393,675	224%
Avg. Purch. Power Price	\$38.44	\$35.37	8.67%
Peak Demand Mw	148	145	2.07%
Total MWh System Energy	94,157	92,084	2.25%

CALL TYPE	NUMBER OF RESPONSES
Structure Fires	4
Vehicle Fires	4
Brush/Grass Fires	1
Rubbish/Dumpster Fires	2
Other Fires	0
Rescue/Emergency Medical	599
False Alarms	27
Mutual Aid Given	0
Hazardous Materials Response	11
General Hazard Response	11
Other Responses	293
TOTAL	952

TRAINING

- EMS Training: Pediatric assessment training at Kiddie Camp by Greg Brown.
- 2019 Training plan: Training division update on required trainings for 2019.
- Company Training: District Familiarization drills, conducted by the Company Officers.
- Company Training: Conducted annual OSHA required SCBA fit testing.
- Company Training: Command and Control by certified blue card instructor group.
- Technical Rescue Team Quarterly training: 18 members participated in the annual Tec Rescue team training refresher.
- Scheduled Maintenance:
 - o Technical Rescue Team Maintenance: A-Shift
 - o Hazmat Team Maintenance: C-Shift
 - o Wildland Team Maintenance: B-Shift

MISCELLANEOUS

- Numerous public events, station tours, and fire safety talks to include Ivie League safety presentation, the official "push-in" in-service of the new L2, and the Chevel Shepherd concert EMT stand-by.
- FFD conducted a Lateral hiring assessment.
- Annual required ladder testing performed by Diversified, every ladder undergoes failure based testing annually.
- FFD conducted a reserve van driver assessment and subsequent training, in preparation for the Roof's transfer of service to the Sobering Center's expansion location.
- FFD hosted San Juan College EMT students for their required EMT ride-alongs.
- FFD hosted the new San Juan County 911 Dispatchers and provided an orientation to the City and available resources.
- FFD members participated in the San Juan Safe Community Safe Schools meeting on reunification plans.

- FFD members participated in preparation meeting for a Faith Based Safety Training.
- Attended Local Emergency Planning Committee (LEPC) meeting.
- FFD on-duty crews hosted a Safer NM Car Seat Clinic at Fire Station 2.
- FFD members participated in the City sponsored annual budget entry training.
- FFD and City Legal met with the DA's office to improve current Department interactions.
- FFD members met with the new Wellbrook Rehab Facility, in order to develop their emergency plans.
- The Fire Marshall's office finalized 33 business inspection and re-inspections, 10 building finals, 11 plan reviews, multiple follow-up meetings, 3 fire investigations. Numerous discussions relating to code questions and enforcement. Several large projects continue with City Legal, Code Compliance and the COF Building Official.
- In conjunction with Public works, Farmington Fire Department remains involved in hydrant repairs tracking. This program will re-initiate in April, with the hiring of the Reserve Wildland employees.
- FFD and FPD's pilot Alternative Response Unit (ARU) for down subjects, made 222 contacts with 30 transports to the sobering center, 16 transports by EMS to the Hospital, and 17 transported to the Detention Center for the month of January.
- Squad 57 rollout: Five Reserve Drivers have been hired, with a scheduled go live date of Feb 1, 2019. Drivers participated in a week long training/orientation to include diversity and human rights, de-escalation, CPR, First Aide, and scenario based trainings.

(Yearly Totals Are Calendar Year)

Vehicle Maintenance Division:	2019	2018
• Vehicle Job Orders Completed	756	498
• Service Calls Completed	56	12
• PM Services Completed	89	105

Building & Maintenance Division:		
• Active Job Orders	89	122
• Completed Job Orders (Month)	128	82
• Completed Job Orders (YTD)	128	82

Status of Construction Projects:

Civic Center Construction – 99% - Final Punch items ongoing, awaiting operable walls
 City Hall Remodel – 99%. Lighting install.
 Energy Upgrade Project – 99%. Commissioning, testing and training.
 Boys & Girls Club Teen Addition – 45% – Framed, enclosed, roof deck in process.
 Roof relocation – Completed

Red Apple Transit

Ridership Numbers:

Blue:	2,873	
Green:	2,260	
Purple:	1,399	
Red:	632	
Yellow:	1,748	
Saturday:	322	
Aztec:	688	
Kirtland:	401	
Bloomfield:	0	<i>(Bloomfield Route Cancelled until further notice)</i>
Dial A Ride	353	

Total Ridership this Month 10,676

Total Ridership Year to Date: 10,676

Total Ridership Year to Date Last Year: 8,967

Ads

Advertising frames for City department use.

Bus #	Organization
10275	Open
10276	Open
10418	Open
10419	Civility First: Kindness
10420	Public Works Water Shortage Stage 1
10500	Open
10501	Public Works Water Shortage Stage 1
10502	Open
10541	Open

Annual Report

Contract awarded to Arellano Power wash for Cleaning Services for Red Apple Transit Trolleys, Buses, and Shelters. The Scope of Work included Cleaning interior and exterior of the trolleys, buses, and shelters on a weekly, special events, and emergency basis. Cleanliness of the buses and shelters provides a clean safe environment for the riders while maintaining a positive image and good reputation of the bus services provided.

MONTHLY REPORT - JANUARY 2019

(Current Month Percentage & Y-T-D Percentage Change)

	<i>Current Year Jan-19</i>	<i>Percentage of Change</i>	<i>Previous Year Jan-18</i>
Monthly Air Traffic Operations:	3,319	1.41%	3,273
Y-T-D Traffic Operations:	3,319	1.41%	3,273
Monthly Fuel Flowage (gals):	23,210	-26.46%	31,561
Y-T-D Fuel Flowage (gals):	23,210	-26.46%	31,561
Monthly Car Rental Revenue:	\$3,750.00	-25.00%	\$5,000.00
Y-T-D Car Rental Revenue: (EAN/Enterprise gone Feb, 2018)	\$3,750.00	-25.00%	\$5,000.00

PERSONNEL DIVISION**Job Postings:**

Regular/Full-Time - 11
 Temporary/Seasonal - 16
 Inter-Division - 3
 Inter-Department - 0
 Inter-City - 1

New Hires:

Temporary/Seasonal - 13
 Regular/Full-Time - 9

Terminated:

Temporary/Seasonal - 8
 Regular/Full-Time - 2

PAYROLL**PP# 1**

Printed Direct Deposits	174
Regular Checks	48
Emailed Direct Deposits	729
Total Checks printed	951**
Gross Pay	\$1,963,732.10
Net Pay	\$1,237,800.71
Regular Employees	750
Temporary Employees	237

PP# 2

Printed Direct Deposits	179
Regular Checks	52
Emailed Direct Deposits	780
Total Checks printed	1,011**
Gross Pay	\$1,887,943.54
Net Pay	\$1,238,033.23
Regular Employees	750
Temporary Employees	231

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

HR GENERAL

- Finished end of year reports/processing.
- Completed W-2 end of year statements.
- Budget planning and strategic planning meetings
- Job Evaluation Training
- Continued Skills-Gap Analysis prep for training

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

- Responded to a broad range of help desk requests
- Piloting custom iSeries Monitoring / Notification system for HTE
- Upgraded production HTE system to HTML5 upgrade and resolved any issues
- Continued implementing ACOM check printing system – W2's and 1099's in progress
- Created IFS Connection Tool for securely transferring data into AS400
- Performed routine tasks related to system availability and data protection

Departmental Help Desk Ticket Counts:

365 tickets created

435 tickets closed

95 tickets in-progress

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

- Completed Downtown Web Application and provided training
- Continued software implementation of Mobile Mapping software for FEUS
- Updated, printed and laminated snow control maps
- Started working on changes and enhancements to city enhancement map
- Continued updating various subdivision and boundary maps (over 6000)

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

- Responded to a broad range of escalated technical issues
- Created manual snapshots and clones of all COF servers – Added SAN storage
- Continued development for IT Dashboard – Solarwinds APM Complete
- Continued planning for New Suppression System
- Performed daily tasks of Infrastructure Services operations, maintenance, and recovery
- Cylance Protect – 786 devices and systems protected. Currently 0 threats
- Created new virtual servers for various projects

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

- Setup new users and responded to helpdesk calls for various departments
- New VoIP Installs – Aquatic Center, Lions Pool, IT; New SAL Server
- Continued working on projects for Brookside, Senior Center G350
- Configured and deployed numerous desktops, laptops and mobile devices
- Extreme Switch firmware upgrades; Continued Avaya system upgrades
- Started planning for Windows 10 Pro upgrade
- FPD continued various projects and budget input. FFD continued implementing ACM

Looking Back...

	This Month	This Month Last Year	Difference
Library Visitors	29,931	32,924	-9%
Circulation	30,394	33,740	-10%
Library Programs	227	169	34%
Library Program Attendance	3,194	3,300	-3%
Computer Users	5,214	5,791	-10%
WiFi Users	2,591	2,011	29%
Volunteers	17	19	-11%
Volunteer Hours	146.25	232.25	-37%

Looking Ahead...

Join us on Saturday, March 16th at the Farmington Public Library for our #ReadFourCorners local author fair. Featuring 15 local authors and a writing workshop with Traci Hales Vass, host of KSJE's Write on! Four Corners. For more information and to register for the writing workshop, log on to the events calendar at www.infoway.org.

What people are saying...

"I just want to let the person in charge of your security team know how thankful I am for them." – Vivian, via online catalog

"I can honestly say, that I have never had a better library experience than when I visit Farmington public Library. Rather it be a physical or online visit." Nelene, via email

"EVERY time I need help with my Kindle, Betty is not only HELPFUL she IS a GENIUS. I REALLY mean BETTY IS A GENUIS...You & I are fortunate to have Betty at the library. " – Lenora, via email

In Case You Missed It...

World-renowned oud musician Rahim Alhaj performed a number of original compositions inspired by his love for his hometown in Iraq.

Alhaj introduced each piece with moving stories, such as the song he composed after meeting his mother for the first time in 15 years. His performance and educating dialogue entertained over 90 people at the library, an experience that was truly once-in-a-lifetime.



Bisti Bay at Brookside Park- under construction 50% complete; play structure ordered, walls up interior rough-in, party pavilions are poured.

Among the Waters Trail- Submitted additional information to NMDOT. Waiting on clearance for Right-of-Way agreement.

North Trail and Gateway Park- Consultant still working on revised concepts, expecting data first part of February. Trail construction drawings should be ready in February. Started biological assessment of project limits.

Aerial Adventures- Revised concepts presented to staff on January 30th. Cleaning up for a presentation to City Council.

Lake to BLM (OHV and MTB Trail)- Community meeting was held on-site on January 12th. Additional user input day scheduled for February 2nd. MTB and OHV trails are roughed in for the input.

Marquee Trail- Public Land Solutions preliminary work on stakeholders and gap analysis. Initial meetings scheduled for February 7, 2019 for hikers, mountain bikers, equestrian, OHV, motorcycles.

ORII Base Camp- Postponed. Team will reconvene in February.

Marketing Agreement- Once a Day Marketing met with ORII staff and participated in the ORII Explores (regional group) on January 23rd. Brochure, Outdoor Pledge, OIA Show, and Marketing Plan in process.

General-Evaluating shade structures for Lake Farmington Beach and camp ground area. Acquired 205 E Commercial, Met with local OHV dealers, led staff team on preparation and submission of Brownfield Grant for the Animas District

Administration

- Aerial Adventures moves from public input stage to conceptual development stage
- Shade for the campground at Lake Farmington is in planning progress
- Bisti Bay continues to develop with walls being added, zero-depth playground structure theming being selected, and signage being solidified.

Aquatic Center	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Water Safety Instructor Course	4	10	0	0
Lifeguard Certification	19	14	4	6
Swimming Lessons	575	1,050	63	91
Public Swim Single Payment (FAC)*	16,824*	17,532*	755*	1,417*
Pass Usage*	1,003*	1,309*	108*	96*
Aquacise (Lions)	2,932	3,017	311	544
Arthritis (Lions)	817	901	117	116

Note: The Farmington Aquatic Center (FAC) had 521 lap swimmers and 44 water rockets rentals during the month of January. Lion's Pool had 403 lap swimmers and 397 water therapy participants. Lion's pool has seen a decrease in programs for the month compared to last year due to colder weather. FAC hosted the High Dive Challenge run by FPD for Special Olympics; 80 participants and spectators were present for the event. The closure of the water slide in September (due to infrastructure issues), has caused a decrease in public swim even though the price has been reduced to \$3.00 for 3-12 year olds and \$4.00 for 12-18+. *These numbers are for FAC only.

Bonnie Dallas Senior Center	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Congregate Meals Served	33,471	32,225	5,007	5,187
Home Delivered Meals	14,928	15,238	1,983	2,307
Silver Fitness Center	9,200	7,374	1,739	1,269

Note: January 2019! We began the year with our annual Bar-D Wranglers concert on January 12. Tickets sold out quickly this year, seating a total of 280 patrons for this special event. Mr. Ed MacKerrow presented his photographic art piece entitled "Lunar Embrace" to the patrons as part of the State of New Mexico's Art in Public Places initiative. Congregate meal attendance continues to rise, but was impacted by a shortage of food on a couple of occasions. The difficulty is not in preparation or planning on the part of BDSC, rather a funding shortage from the state has impacted the local provider. Thanks to the City of Farmington, plans are in place to avoid these shortages in the future.

Civic Center/Lions Amphitheater	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Civic Center Attendance	28,616	39,769	4,691	2,738
Lions Amphitheater Total Attendance	7,896	9,518	0	0
Skating Rink Attendance	539	1,427	0	169
Civic Center Paid Events	187	266	32	33
Civic Center Free Events	104	219	42	33
Lion's Amphitheater Events	13	17	0	0
Total Civic Center Events	291	485	74	66
Total Lion's Amphitheater Events	13	17	0	0
Total No Shows/Canceled	5	22	1	2
Total Walk-In	0	0	0	0

Note: January events and attendance continues to be consistent since construction from last year.

Farmington Indian Center	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Total Customers	*21,825	20,031	3,587	3,181
Restaurant Customers	18,132	14,390	2,888	2,739

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. Three-hundred guests enjoyed and participated as singers, players and spectators for the annual Keshjee' (Navajo Winter Shoe Game). Applications are currently available for the Farmington American Indian Ambassador. The pageant is scheduled for, Friday, June 12, 2019. Thank you Four Corners for a wonderful start to the New Year!

Farmington Museum	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Total Museum General Attendance	63,876*	46,654*	4,501*	7,407
December Attendance by Facility:				
Farmington Museum			1,184	
E3 Children's Museum & Science Center			2,492	
Riverside Nature Center			734	
Museum of Navajo Art & Culture			91	

Note: The Farmington Museum continued to feature the "Focus on Farmington" and "Petroliana" exhibits. "Focus on Farmington" displays views of downtown Main Street throughout the decades. The "Petroliana," exhibit of oil and gas memorabilia from the Alan Hawkinson Collection was a KRQE News This Morning feature on Jan 30th. Also showing in the atrium is the 100th anniversary of WWI. E3 Children's Museum hosted an Atomic Teen Science Cafe on Jan 25th with a demonstration by Farmington Fire Equipment by putting out fires on the Museum's dirt lot. The Riverside Nature Center had visitors create a seed Mandala for animals to eat on Jan 5th. * Does not include Growers Market attendance.

Farmington Regional Animal Shelter	YTD FY19	YTD FY18	JAN FY19	JAN FY18
<u>Intake Dog / Cat</u>				
Owner Surrender	983/762	968/853	157/86	201/49
O/S Return	3/1	26/17	1/0	4/4
Stray	1,274/1,099	1,221/1,204	178/86	186/80
Seized	60/8	59/1	6/0	6/0
Public S/N	470/371	450/431	80/59	65/61
Total Public S/N	841	881	139	126
TOTAL	2,790/2,241	2,724/2,506	422/231	462/194

<u>Outcomes Dog / Cat</u>				
Adopt	914/938	869/908	131/78	137/59
Transfer	580/198	639/364	120/52	117/122
Return to Owner (RTO)	468/31	417/46	51/4	56/4
Euthanized	354/805	324/889	45/59	47/42
Died	14/41	24/55	2/0	9/0
TOTAL	2,330/2,013	2,162/2,218	349/193	346/223

Note: Our numbers are fairly similar to last year's. We have not seen a large increase or decrease in anything in particular. Adoptions are up slightly, transfer are down slightly and euthanasia numbers are about the same. We started the hiring process for two, part-time kennel technicians. We had a successful volunteer orientation and will begin on-boarding the new volunteers soon.

Lake Farmington	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Standard Vehicle Day**	9,012 (\$45,053)	8,412 (\$42,039)	29 (\$144.95)	43 (\$208)
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	\$48,732.20	\$45,169	\$144.95	\$208
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. Watercraft is not allowed on the lake during the winter but will re-open mid-April. Fishing from the shore is accessible year round; the required lake access and fishing fees can be paid at any self-pay station on site

Main Street Farmington

A MainStreet Project - The "Shop Small/Shop Local" campaign series including the graphical posts "Follow your HeART to Downtown Farmington" can be seen on Facebook and Instagram featuring a different downtown business and photos. Many downtown businesses reported increased sales due to the social media campaign.

Pocket Parks:

- Downtown Junker's historic photo mural panels have not been installed because of damage; the vendor is working to resolve the issue. Due to the delays, an extension for construction has been granted by New Mexico Resiliency Alliance and New Mexico MainStreet. Work continues on the supporting structure.
- An application has been submitted for a 2019 Design Initiative grant offered through New Mexico MainStreet along with New Mexico Gas Company. If received, the \$10,000 grant funding will be used for a new "Secret Garden" pocket park located behind the Museum of Navajo Arts and Culture and Nizhoni Trading (formerly Foutz Pawn). By making it ADA accessible, the property owner as well as the Museum can utilize this pocket park as additional commercial space to the building.

Arts and Cultural District (ACD) Site Visit - The ACD consultants visited on January 30th and presented our "next steps" report. Our first step is to form an Arts and Cultural District committee between 7-20 people. We currently have 15 who have made the commitment to serve. The first meeting will be scheduled soon to elect officers and begin discussions on the direction we want the ACD to take.

Complete Streets - The Complete Streets project includes infrastructure improvements such as water line, electrical and storm drain upgrades. Traffic lane reduction, intersection roundabouts, increased lighting, and wider ADA compliant sidewalks will be installed for improved pedestrian safety. Also included in the project will be new Gateway signage, appropriately sized landscaping, an automatic irrigation system and increased power supply for seasonal lighting needs and hosting large events. Modern features include a wireless sound system and a free WiFi system. Additional items include new benches, signage, bike racks, and other such amenities.

Design - working on 60% plans for entire corridor; grading and drainage redlines submitted to Stantec (engineer) on Jan 4th. Next plan set expected March 1.

Site Furnishings - Staff submitted recommendations to landscape architect, MRWM on January 31.

Right-of-way acquisition - Johnson Mapping (surveyor) is performing field investigations on 3 locations on Main Street where rights-of-way will need to be acquired for the Main Street Complete Streets design.

Electrical CIP - FEUS began their CIP project, primary system upgrades in the downtown alleyways, on Jan 24nd. Expected completion is June 2019.

Off-Site Signage and Pavement Markings - Stantec is performing internal QA/QC plan review on survey data for the design of Off-Site Signage for the permanent diversion of through truck traffic. Expect plans for City review in February. A portion of these plans will require NMDOT review and approval. Expected completion by April 2019.

Note: We are working with Public Works and IT/GIS to create a Web Map as a communication tool. The Dumpster Consolidation feasibility study is complete except for survey of stakeholders. We created a 2019 class schedule for the Business Resiliency Project (BRP), first class will be in February. We continue to hold bi-weekly stakeholder meetings at HQ on Mondays, which may be attended by one or two downtown business owners.

Parks Operations

Parks Maintenance and Construction: Roberto Clemente ballfields 1 & 2 backstops near completion, finishing touches planned for spring. Baseball and softball practice started a few day early. Removed tree roots surfacing at Worley outfield. Began 3rd base bull pen rebuild. Sports Complex bathrooms being repainted. Preparing to hire seasonal workers. Posted Foreman's positions. Remove sand from Chula Vista playground and replaced with engineered wood fibers. Partnering with San Juan Nurseries to provide training on rose pruning; video posted on face book page. Bonnie Hopkins, Agriculture Agent with the San Juan County Extension Office is providing weekly training with entire Parks crew to become more professional and efficient in their workplace. Working with Park Planner to come up with an approved list of plants for our landscaped areas.

Graffiti: Graffiti reports low this month. Graffiti Tech has done an excellent job learning how to plot signs.

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

Sports Fields: Prepping for season

Special Event Assistance: Cleaned up Civic Center for the Chevel Shepard concert.

Piñon Hills Golf Course	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Golf Rounds	15,499	20,363	475	1,685
Pro Shop Sales	\$77,031	\$85,486	\$3,156	\$5,790
Golf Revenue	\$324,162	\$353,339	\$12,400	\$23,766
Total Facility Gross Revenue	\$401,193	\$438,825	\$15,556	\$29,556

Note: Weather played a huge factor in January's numbers, especially compared to FY18. This year, the golf course was closed for 19/31 days in January compared to being closed only 8/31 days last January. Revenue numbers for FY19 are respectable given the total amount of rounds down from last year, so for the first 6 months of FY19, dollars per round are up.

Recreation Center	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Racquetball Courts	3,348	3,227	636	597
Gym:				
• Open	1,649	2,514	255	374
• Programs	11,854	11,772	2,413	2,687
Customer Contacts (counter)	3,398	4,473	77	176
Special Events / Athletics				
• Family Fun Night			21	

Note: Though the special events at the Recreation Center slowed down a bit after the holidays, other activities remained somewhat steady during January such as the evening Coed and Women's Volleyball League play and the use of the racquetball courts. On January 18th, the Recreation staff offered its first Family Fun Night inviting all ages to come and spend an evening at the Recreation Center playing all sorts of games including Corn Hole, shuffleboard, foosball, "Minute to Win It" competitions, and a variety of board games. The evening was a lot of fun for the staff and participants and will definitely be a program offered again in the future!

Sycamore Park Community Center	YTD FY19	YTD FY18	JAN FY19	JAN FY18
Adult Activities	6,576	4,938	689	888
Kids Activities	9,260	7,140	1,102	1,022
Facility Rentals	419	399	53	52
Visiting Patrons	41,913	43,924	5,729	5,676

Note: Kid's activities and participation has been increasing and we are seeing new kids every day. The center hosted the Farmington Police Department's Choices presentation that had a great turn out. We are also happy to welcome back the Victim Impact Panel that will begin in February. This year we did not have the annual cake walk in January in comparison to years past. We added that event to Cupid's Bash in February. Staff is very busy preparing for huge events in February.

Statistics for the month:

Calls for Service: **7,470** bringing the 2019 total to **7,470**
Arrests: **488** Adult arrests (**56** were DWI arrests)
Traffic Cites: **845** (includes **70** handwritten citations)
424 Warnings
22 Parking Tickets (handwritten)
Municipal Cites: **97** Municipal Citations
Accidents: **162** accidents processed:

- **0** fatal
- **23** with injury
- **77** property damage
- **22** hit & run
- **5** city vehicles
- **35** on or involving private property
- **(4 of the 162)** are alcohol-related)

Evidence Processed: **791, total number of items currently in evidence 22,272**

Total Fees collected by Records to date: **\$1,892.50**

Total evidence monies deposited in general fund: **\$ 0.00**

Reports Taken: **1,389**

Code Violations: **608**

Major Events and Accomplishments for the month of January:

FPD's Lt. Karst was named Chief of Police for Bloomfield.

Chief Hebbe and numerous others participated in the high dive challenge and raised over \$3,500 for Special Olympics.

The annual awards banquet was held and was well attended as we celebrated four retirees and recognized our officers of the year along with many other awards.

Registration is open for the spring Women with Insight class.

DC Tyler spoke to the students at Sacred Heart Catholic School about service and local government.

Chief Hebbe attended the Roundhouse in Santa Fe and spoke on behalf of the Alzheimer's Association.

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 with substantial completion walk through November 7, 2018. Sent NMDOT time extension request (due to NMDOT processing delays) to complete reimbursement paperwork; sending additional information. Roundabout landscape design underway.
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 reimbursement expected in February 2019.
- **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 held June 5, 2018 at 9 AM. Survey and Environmental survey work completed. Working on preliminary plans – 60%. Design review meeting held January 23rd.
- **Villa View Detention Facilities** –TLC Plumbing and Utility from Albuquerque, NM – construction of Phase I is 100% complete. BHI is finalizing Main Street Storm Drain plans for Phase II to 100% construction plans for the E. Main Street storm drain re-alignment, 90% design review complete; 100% design received – forwarding final comments from OSE to BHI for revision. NMDOT utility permit approval pending asphalt design, to be obtain March or April 2019.
- **Broadway Bridge Repair** –Phase 2 pending new State Contract; estimated at \$600,000.
- **Pavement Management** –Pavement Management Coordinator hired. Bond for FY20-21 to be approved February 12.

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

- **4P Pump Station** –
Cheney-Walters-Echols (CWE) design completed. Bids opened June 26, 2018. Contract awarded to RMCI. Contractor working on building pad and site grading – 90% complete; Contractor to begin work on the pump building in March.
- **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 – 98% complete; Graham Road – 98% complete; Plum Street – 98% complete; Poplar – 98% complete; Bramble – 100% complete; Sycamore – 98% complete; Dustin – 60% complete; Contractor working on main line on Dustin Avenue.
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 – 96% complete; Murray Drive – 60% 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 70% complete, and Westland Park Subd. – 80% 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 95% complete.
- **Behrend Ave, Main St to Broadway:** Replace existing 6" C.I. waterline with a 12" PVC waterline, construction 99% complete.
- **E. Main Street - Intersection of Piñon Hills Blvd:** Replacing 16" steel waterline with 16" PVC waterline, construction 95% complete.
- **30th Street, Dustin Ave to Butler Ave:** Replacing 6" AC waterline with 8" PVC waterline; Construction - 97% complete.
- **San Juan Blvd., Butler to Scott:** Replacing 6" C.I. waterline with a 12" PVC waterline, Construction 45% 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; 99.5% 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 March 2019 depending on pump delivery.

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. Pre-construction meeting held on January 17, 2019. Anticipate construction to begin end of March 2019, depending on material delivery.

TRAFFIC DIVISION:

- **Traffic Signal Techs:**
 - 11 emergency call-outs: set 3 temp stop signs
 - 118 - NM811 calls
 - 9 - Control Cabinet preventative maintenance completed
 - Rainwise Project: Install 2 radios; repair & maintenance of weather monitoring system; installed 5 new batteries; 4 stations in operation
 - Installed 1 battery backup @ Main Street/Villa View Drive
 - Installed Grid Smart @ 20th / Butler Ave
 - Rebuilt TS-2 Cabinet (salvage wiring from run over by TRC front loader)
 - Conduct survey for damaged loops throughout system

Worked on budget for FY20/21
Provided support for US 64 Highway Project
Network training for all 3 employees
Repaired Traffic Signal @ BIA 36 & Northern Edge Casino
Site survey for communication pathways at 5 intersection
Monitor EM corridor
Continue building & set up Centracs System
Continue Traffic Signal cabinet documentation digitization upgrade project

- **Sign Techs:**

20 maintenance tickets completed
12 traffic signs made
Wayfinding locates completed: Piñon Hills Blvd., Bisti Highway, Piñon St., Butler Ave & Murray Dr.
363 Wayfinding signs made
147 Wayfinding sign post & anchor installations completed
62 Wayfinding sign assemblies installed
2 sign work orders for Installations, Removals and Relocates

- **Traffic Engineering:**

Traffic Control Plans: reviewed & approved Seven (7): 5 for Southwest Safety & 2 for Jacobs
Traffic Reviews/Observations: Knudsen Ave & Santiago Ave alley for Bike Lanes; and, Mable Drive for neighborhood speed hump
Special Traffic Counts: *Completed:* Messina Dr.; College Blvd @ Messina; San Juan Blvd @ Sullivan Ave; and Dustin @ Saguaro Trail
Traffic Studies: College Blvd @ Messina Dr. – turning radius, and, 30th @ Carlton – turning radius
Webinars: Turning Signal timing
Message Board Deployment: Relocated for 2P Waterline Project
Special Projects: Bike Plan Presentation

STREET DIVISION:

- **Heavy Equipment and Truck Crew**
Graded 42,521 ft. of dirt streets, 193.5 man hours for street blading
- **Asphalt Crew**
15 street cuts repaired with Hot Mix Asphalt; 1,292 potholes repaired with UPM bag mix
- **Sweepers & Roadside Crew**
1,944 miles of residential and arterial streets swept; crews are picking up trash and cutting weeds on City lots, drainages and right-of-ways.
- **Concrete Crew**
Poured 50.5 CY of concrete for maintenance on sidewalk, curb and gutter.