

The March FY2019 Gross Receipts Tax report is shown below. March reflects January business activity.

	<u>Month</u>	<u>YTD</u>
March - FY2019 GRT Received (Gross)	\$ 4,544,459	\$ 39,547,497
March - FY2019 Budget	\$ 4,539,694	\$ 41,446,549
	<u>Budget to Actual</u>	<u>\$ Over / (Under) Budget</u>
Month of March	0.1%	4,765
Fiscal Year-To-Date	(4.6%)	(1,899,052)

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

Single Month	March FY2019	March FY2018	\$ Change	% Change
Mining, Oil, Gas	140,765	205,398	(65,000)	(32%)
Construction	230,361	187,349	43,000	23%
Manufacturing	142,232	187,324	(45,000)	(24%)
Wholesale Trade	208,206	138,459	70,000	51%
Retail	1,765,262	1,484,089	281,000	19%
Professional, Scientific, and Technical	266,951	289,262	(22,000)	(8%)
Healthcare & Assistance	386,107	333,774	52,000	16%
Accommodations / Food Service	432,720	348,579	84,000	24%
Other Services	433,488	304,834	129,000	42%
Misc./Unclassified	538,368	459,588	79,000	17%
<b>Total</b>	<b>4,544,459</b>	<b>3,938,655</b>	<b>606,000</b>	<b>15.4%</b>

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

9 Months Period	FY2019 YTD*	FY2018 YTD	\$ Change	% Change
Mining, Oil, Gas	2,348,614	2,339,225	\$ 9,000	0%
Construction	2,306,890	2,756,683	(450,000)	(16%)
Manufacturing	1,438,422	1,428,370	10,000	1%
Wholesale Trade	1,300,991	1,234,831	66,000	5%
Retail	15,891,270	15,893,048	(2,000)	(0%)
Prof, Scientific, Technical	1,813,674	1,749,860	64,000	4%
Healthcare & Assistance	2,858,177	2,753,976	104,000	4%
Accommodations / Food Svc.	3,640,827	3,516,921	124,000	4%
Other Services	3,937,240	3,900,530	37,000	1%
Misc./Unclassified	4,011,391	4,309,186	(298,000)	(7%)
<b>Total</b>	<b>39,547,497</b>	<b>39,882,628</b>	<b>\$ (335,000)</b>	<b>(0.8%)</b>

Misc Sectors: Agriculture, Transportation & Warehouse, Information & Cultural, Finance & Insurance, and Real Estate, Rental, and Leasing.

\*FY2019 includes new 5/8th increment implemented January 1, 2019.

**Requests for Information**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>2018</b>	42	56	47	45	49	62	40	43	40	52	38	32
<b>2019</b>	54	56	71									

**Business Registration**

## New Registrations

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>2018</b>	48	26	32	36	39	40	25	22	26	32	15	22
<b>2019</b>	40	38	43									

## Renewals

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>2018</b>	591	224	182	136	37	18	12	5	5	2	17	1994
<b>2019</b>	459	224	176									

**Liquor Licenses**

## New Licenses

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

## Renewals

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>2018</b>	2	3	1	0	0	34	0	0	2	18	3	0
<b>2019</b>	0	5	1									

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
<b>2018</b>	140	117	121	124	167	77*	89*	48*	49*	203	72	81
<b>2019</b>	116	96	110									

\*Executive Conference Room closed for construction

**AGENDA ITEM LIST**

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

5/7/19 SP WS - **Advertised**

Presentation of the preliminary budget (Emrich)  
CTED strategic planning (Mayes)  
Proposed amending bond ordinance (final action) (Breakell)

5/13/19 SP WS - **Advertise**

CTED strategic planning (Mayes)

5/14/19 CC

Community Input re: preliminary budget (Mayes)  
Resolution adopting preliminary budget (Emrich)

5/21/19 WS

Update on the SJWC (Sypher/Burnham)  
Presentation by Waste Management (Dan Darnell/Sypher)

5/28/19 CC - **Mayor out**

Resolution adopting final budget (Emrich)

6/11/19 CC - **Rob out**

6/18/19 WS

06/25/19 CC

07/09/19 CC - **Rob out**

07/16/19 WS - **Rob out**

Select polling places for March 3, 2020 Election (Smylie)

**Building Inspection Activities:**Permits Issued for the following projects:

1. Two, Four Unit Apartments, 2803 & 2805 Parque De Oeste Drive.
2. New Airplane hangar, 1160 West Navajo Street.
3. Addition, Halliburton, 3250 South Side River Road.

Plans ready to permit:

1. New Construction, La Quinta Inn & Suites, 4300 English Road.
2. Tenant Improvement, Smart Style, 3000 East Main Street, Suite A.
3. Tenant Improvement, Target, 4900 East Main Street.
4. New Construction, San Juan Dental Specialists, 2990 Pinon Frontage Road.

Plans currently under Review:

1. Tenant Improvement, Sandwich Shop, 517 West Broadway.
2. Tenant Improvement, New Mexico Alternative Care, 534 E. Broadway.
3. New Verizon Store, 2930 East Main Street.
4. Interior remodel, Webb Toyota, 3701 East Main Street.

The Division issued a total of **84** building permits with a valuation of **\$2,550,555**; issued **7** building permits for new Single Family Home construction, **2** building permits for new Commercial construction, performed **2** Final Inspections for new Single Family Home construction, performed **1** Final Inspection for new Commercial construction, and, performed a total of **355** inspections. The Division also processed **8** Public Records requests.

**Planning Division Activities:**

1. Staff accepted, reviewed, processed, and/or presented the following: SUP Petitions - 1, Summary Plats - 8, Variance Petitions - 1, Business License Zoning Verifications - 5, Address Verification/assignments - 3, Zoning verification letters - 2, reviewed 3 sets of building permit plans for UDC compliance; and, met with 79 counter visitors to answer inquiries and/or approve permit plans.
2. The MRA Commission discussed various ways to implement the MRA Plan at their March meeting.

**Projects:**

- Helped with the following bills that have passed that will assist our region:
  - HM 56 for Statewide Impact analysis of rail to San Juan County
  - SB 462 Creation of State Outdoor Recreation Department
- Attended Site Selectors Guild Annual Conference to foster relationships with Site Selectors who helps make the site location decisions for companies expanding and relocating throughout the nation.
- Have assembled a team of regional partners to attend a “Coal Reliant Communities” conference to share and learn best practices in diversification in areas affected by reduction in coal related jobs.
- Continue to meet with and foster potential technologies that could be used at the coal plant/mine.
- Continue to work to attract new power producers to the region to help build up the tax base and utilize excess transmission capability.
- Working with 4CED and the SW Colorado Council of Governments to examine ways to expand broadband connectivity in the community.
- Continued work with Affordable Housing developers to examine the MRA for future development.
- Continued work with State EDD to create a feasibility study for petrochemical processing in that state to help in attraction of such a process to our region that could create large-scale employment and use of our abundant low-cost gas reserves. Meeting with Sec. of Econ. Dev. to discuss.
- Continued work with outdoor recreation related businesses, including textile, outdoor entertainment, and recreation equipment.
- Working with New Mexico Partnership and ORII to develop plan for presence at the Outdoor Retailer show in Denver.
- Assisted medical facility with site location. They are working on property acquisition and should be on track to locate in the community within the next few months.

**Other Activities:**

- Continued work on CTED priorities and strategy.

**Administration**

1. Executive Meetings related the Reliability Coordinator Transition Plan.
2. Meetings and presentations related to SJGS with key parties and at N.M. Legislative Session.
3. FY20 and FY21 fiscal year budget work.
4. Reliability Coordinator meetings.

**Business Operations**

- Budget Process and presentation work.
- NMEAA bonding renewal meetings.
- Continued Evaluation of the PCA.
- Contract review a transmission service contract.

**Customer Service**

- New Service Requests are increasing with spring. Two 4-plex apartment building requests received.
- Working with new bill contractor on new billing layout.
- Working on new project for the new web portal.
- Nearly 13,000 customer service contacts either by phone or in person for the month.

**Compliance, Environmental, Safety**

1. Safety: Incidents 3 / 1 ORI for the month of March
2. Safety: ASSE Four Corners chap
3. Compliance: Received WECC notification for the O&P Audit in July.
4. Compliance: Presented at CyberCon on Professional and Youth Day at SJC.
5. Environmental: Cottonwood Phase II Re-vegetation completed.
6. Environmental: Supporting Air permitting applications for short term generation project.

**Engineering:**

1. New Control Cable installation is complete for Cottonwood substation.
2. Twin Peaks Substation steel package is out for bid.
3. Milsoft Enterprise module activated.

Customer Inquiries: 49	Estimates: 27	Work Orders Written by EE: 25	Transformer Checks: 13
Meter/Quad Spots: 1	Easements Obt: 0	Work Orders Released by EE: 18	Easements Renewed: 0

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

1. Completed OH/UG for Main Street Project 10 poles/26 transformers/850 ft. of secondary.
2. Completed large projects for commercial and industrial customers near Sims Marina and Bloomfield Highway.
3. Pole to pole maintenance began on Animas to Bluffview 115kV transmission line.

Maintenance WOs Completed: 43	Construction WOs Completed: 19
Tree Trimming WOs Completed: 96	Customer Trouble calls: 92
Street Light locations maintained: 46	

**Relay/Substation/Meter:**

1. Relay: Completed Bergin Distribution RTU checkout.
2. Relay: Completed Compliance testing at Animas and Sullivan Substations.
3. Substation: Gas sampling taken for system health at various substations.
4. Substation: Significant maintenance work at various substations throughout the month.
5. Meter: Nearly completed all pilot project meter installations in the month of March.

New Service Installations: 7      Meters Tested: 302      Power Quality Checks: 5  
Meters Verified: 0      Tampering: 0

**Generation:**

1. Finalizing bid documents with the owners engineer for the short term generation project.
2. Completed Annual RATA testing.
3. Finalized work scope for Bluffview spring outage.

**Fuel Sales & Purchases:**

1. Animas total estimated gas sale – 134,100 mmbtu.  
Bluffview total estimated gas sale – zero mmbtu.
2. Animas estimated gas buy back – zero mmbtu.  
Bluffview estimated gas buy back – zero mmbtu.

**SCADA/EMS/Control Center:**

1. Bergin Distribution Checkout
2. CVA Data Collection.
3. Completed System Operator Interviews.
4. Continued Operator Trainee Development.

**System Outages:**

1. There were no Circuit Outages in the month of March.

**Operating Statistics:**

<b>Statistic</b>	<b>March 2019</b>	<b>March 2018</b>	<b>% Increase/(Decrease)</b>
Animas Plant MWh	429	0	N/A
Bluffview Plant MWh	40,783	24,417	67.02%
Navajo Plant MWh	0	0	N/A
San Juan Plant MWh	17,907	26,138	(31.49%)
WAPA MWh	9,146	8,576	6.64%
Purchase MWh	14,449	19,289	(25.09%)
Purchase Power Cost	\$606,298	\$621,537	(2.45%)
Avg. Purch. Power Price	\$41.96	\$32.22	30.22%
Peak Demand Mw	132	134	(1.5%)
Total MWh System Energy	82,381	87,013	(5.6%)

<b>CALL TYPE</b>	<b>NUMBER OF RESPONSES</b>
Structure Fires	3
Vehicle Fires	0
Brush/Grass Fires	3
Rubbish/Dumpster Fires	2
Other Fires	0
Rescue/Emergency Medical	558
False Alarms	31
Mutual Aid Given	1
Hazardous Materials Response	9
General Hazard Response	12
Other Responses	321
<b>TOTAL</b>	<b>940</b>

### **TRAINING**

- EMS Training: Cardiac Emergencies conducted by Greg Brown.
- Company Training: Search and Rescue along with Vent, Enter, Isolate, and Search (VEIS) training at the San Juan College Drill Tower.
- Officer Training: Incident Scene Management and Fire Investigation within Target Solutions.
- Driver Training: Aerial Operations, conducted by Engineer Hendrickson.
- Company Training: Fire Hose and Streams, Water Supply, conducted by Company Officer.
- Company Training: Fire Alarm systems and Fire scene evidence preservation, conducted by Company Officer.
- HazMat Training: 2016 Emergency Response Guide (ERG) PowerPoint.
- Three lateral hire cadets continued their fire academy.
- Three members attended a Community Risk Reduction (CRR) conference in Reno, NV.
- Scheduled Maintenance:
  - o Technical Rescue Team Maintenance: C-Shift
  - o Hazmat Team Maintenance: B-Shift
  - o Wildland Team Maintenance: A-Shift

### **MISCELLANEOUS**

- Numerous public events, station tours, and fire safety talks to include Freedom Days preparation meetings, attended the San Juan Safe Communities meeting, attended the CHAP (Comprehensive Homeless Assistance Program), and the FPD's Special Olympics Fire Truck pull event.
- FFD participated in a pre-incident action plan walk through for sporting events at Piedra Vista's sports complexes.
- FFD participated in a spring runoff planning discussion.
- Annual red card required pack test, consisting of a 3 mile walk with 45 pounds in less than 45 minutes and 45 seconds.
- FFD conducted an annual Officer assessment for the rank of Captain and Lieutenant.
- FFD conducted a quarterly airport fuel inspection by ARFF members.
- FFD members participated in monthly Farmington Municipal School's safety meeting.
- FFD members participated in union negotiations.
- All FFD members completed their annual pack test, walking 3 miles with a 45 lb. pack on in 45 min and 45 seconds.
- FFD participated in the City of Farmington's "Dancing with the Stars."
- FFD made a trip to Santa Fe to express concerns with proposed legislation related to fire dampers.
- FFD on-duty crews hosted a Safer NM Car Seat Clinic at Fire Station 2.
- The Fire Marshal's office completed 17 business inspections and re-inspections, performed 6 building finals, 3 sprinkler systems tested and approved, and 3 alarm systems tested and approved, 6 plan reviews done, multiple follow-up meetings, 1 fire investigation. Numerous contacts relating to code questions and enforcement. Projects continue with City Legal, Code Compliance and the COF Building Officials. ISO Preparation and review.
- ISO conducted an evaluation of FFD's rating, official results are pending.
- FFD and FPD's pilot Alternative Response Unit (ARU) for down subjects, made 138 contacts with 35 transports to the sobering center, 20 transports by EMS to the Hospital, and 8 transported to the Detention Center for the month of February.
- Squad 57: 871 individuals transported to the sobering center during the month of March. A total of 1,349 people were transported between Feb 1, 2019 and April 1, 2019.



(Yearly Totals Are Calendar Year)

<b>Vehicle Maintenance Division:</b>	<b>2019</b>	<b>2018</b>
• Vehicle Job Orders Completed	640	477
• Service Calls Completed	39	79
• PM Services Completed	98	12

<b>Building &amp; Maintenance Division:</b>		
• Active Job Orders	243	112
• Completed Job Orders (Month)	152	120
• Completed Job Orders (YTD)	413	280

**Status of Construction Projects:**

Civic Center – Warranty Items, drainage issues  
 Boys and Girls Club Teen Center – 90%

**Red Apple Transit**

**Ridership Numbers:**

Blue:	3,329	
Green:	2,164	
Purple:	1,395	
Red:	645	
Yellow:	1,543	
Saturday:	350	
Aztec:	514	
Kirtland:	285	
Bloomfield:	0	<i>(Bloomfield Route Cancelled until further notice)</i>
Dial A Ride	402	

**Total Ridership this Month 10,627**

**Total Ridership Year to Date: 31,359**

*Total Ridership Year to Date Last Year: 29,161*

**Ads**

Advertising frames for City department use.

<b>Bus #</b>	<b>Organization</b>
10275	Farmington Public Library Summer Reading Program
10276	Civility First, Kindness
10418	Farmington Public Library Summer Reading Program
10419	Open
10420	Open
10500	Open
10501	Open
10502	Farmington Animal Shelter Bark in the Park
10541	Farmington Animal Shelter Bark in the Park

**SWTA Conference**

Attended the Southwest Transit Association (SWTA) conference held in El Paso Texas. SWTA provides high quality training focused on the needs of its members. SWTA is a regional public transportation association whose mission is to provide a community of education, communication, and advocacy to strengthen their members and their ability to better provide public transportation services and products in the communities they serve.

Overall, the conference was full with many transit professionals, to include FTA representatives and our New Mexico State transit representatives. Main Topics included: Handling driver assaults and Service Animals on Public Transportation. Our Red Apple Transit drivers face assaults much as the other parts of the country. The Red Apple Transit system mitigates the threat by having the City of Farmington Police periodically ride the bus system. It is a federal mandate to allow persons with disabilities to ride with their trained animals. However, some riders will take advantage of the system and will claim to have a service animal when they do not. Red Apple Transit drivers have been given the FTA guidance for allowing service animals only.

**FOUR CORNER REGIONAL AIRPORT**  
**MONTHLY REPORT - MARCH 2019**  
 (Current Month Percentage & Y-T-D Percentage Change)

	<i>Current Year Mar-19</i>	<i>Percentage of Change</i>	<i>Previous Year Mar-18</i>
Monthly Air Traffic Operations:	3,544	36.36%	2,599
Y-T-D Traffic Operations:	9,574	17.44%	8,152
Monthly Fuel Flowage (gals):	31,293	37.75%	22,717
Y-T-D Fuel Flowage (gals):	77,629	0.80%	77,013
Monthly Car Rental Revenue:	\$3,750.00	0.00%	\$3,750.00
Y-T-D Car Rental Revenue: (EAN/Enterprise gone after Feb, 2018)	\$11,250.00	-18.18%	\$13,750.00

PERSONNEL DIVISION**Job Postings:**

Regular/Full-Time: 15  
 Temporary/Seasonal: 41  
 Inter-Division: 2  
 Inter-Department: 7  
 Inter-City: 0

**New Hires:**

Temporary/Seasonal: 31  
 Regular/Full-Time: 3

**Terminated:**

Temporary/Seasonal: 10  
 Regular/Full-Time: 5

PAYROLL**PP# 5**

Printed Direct Deposits	189
Regular Checks	63
Emailed Direct Deposits	745
Total Checks printed	997**
Gross Pay	\$1,960,809.92
Net Pay	\$1,286,934.50
Regular Employees	752
Temporary Employees	256

**PP# 6**

Printed Direct Deposits	197
Regular Checks	67
Emailed Direct Deposits	749
Total Checks printed	1,013 **
Gross Pay	\$1,950,328.00
Net Pay	\$1,286,866.52
Regular Employees	751
Temporary Employees	260

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

HR GENERAL

- Began seasonal hiring processes
- Wellness biometric screenings offered
- Labor relations (negotiations)
- Job Evaluation Training through HAY Group
- Cross-train payroll position
- SHRM NM Conference training

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

- Responded to a broad range of help desk requests
- Worked on Optiview to Filebound conversion
- Completed Clerk File Type Listing project
- Completed user account audit, passed Firewall Penetration Test
- Completed Fusion implementation for use with FleetFocus project
- Performed routine tasks related to system availability and data protection

**Departmental Help Desk Ticket Counts:**

342 tickets created

295 tickets closed

83 tickets in-progress

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

- Updated ArcFlash Website for FEUS, attended Central Square Conference
- Provided support for multiple projects across various departments
- Removed and reinstalled Exec Conf room AV equipment
- Deployed iPads for FEUS and PW, created several maps
- Updated 5262 house outlines in 2017 imagery, added 5 subdivisions to GIS

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

- Responded to a broad range of escalated technical issues
- Completed updates to various servers, built new file server to replace file2
- Expanded Veeam backup system to tape, built new servers for Selectron project
- Performed cross-training for AV Capture, enabled AD recycle bin
- Performed daily tasks of Infrastructure Services operations, maintenance, and recovery
- Cylance Protect – 835 devices and systems protected. Currently 0 threats
- Participated in several application installations in support of various projects

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

- Setup new users and responded to helpdesk calls for various departments
- New VoIP Installs – Fire Admin; Coordinated time clock repairs
- Continued working on projects for Brookside, Fiber (waiting on FMS), Ayaya Upgrade
- Configured and deployed 18 desktops, laptops and mobile devices
- Configured new wireless network for PD bullpen
- Continued planning for Windows 10 Pro upgrade
- FPD continued various projects and phone/camera upgrades. FFD – New RMS install

## Looking Back...

	This Month	This Month Last Year	Difference
Library Visitors	28,206	29,672	-5%
Circulation	28,887	30,919	-7%
Library Programs	208	238	-13%
Library Program Attendance	5,321	6,066	-12%
Computer Users	4,518	4,522	0%
WiFi Users	2,344	2,059	14%
Volunteers	28	19	47%
Volunteer Hours	134.50	103.75	30%

## Looking Ahead...



**Tuesday, April 30 @ 4:00 pm** – Join the annual *Children’s Day, Book Day/ El día de los niños, el día de los libros* celebration at the Farmington Public Library. This year’s celebration will feature a bilingual storytime and a special appearance by San Juan

County’s Latina Princesses. For more information, go to [www.infoway.org](http://www.infoway.org).

## In Case You Missed It...



The “a-MAZE-ing” Joe Wos, author and illustrator of *Maze Toons*, joined us for spring break at the Farmington Public Library. Joe lead two workshops, and then drew a special maze just for the library. Come to the library to see if you can find your way through our challenging maze!

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

1. CDBG Staff continues to address the Timeliness issue by paying invoices and creating drawdown vouchers as quickly as verified invoices are received. Recently, HUD advised that the City is currently at 1.75, which means the City must draw \$87,847 before the next timeliness test on August 2, 2019, to be within the regulatory standards. The City is currently processing additional invoices valued at over \$74,000.
2. Staff has started to update the City's Citizen Participation Plan (CPP) with technical assistance from HUD consultant TDA. The CPP is part of the 2019-2023 Consolidated Plan development process. The public outreach process for the Plan on the Needs Assessment should begin soon.
3. Tasks that still need to be done: Complete the environmental submittal via the HEROS database system for the ADA streets improvements at the Bonnie Dallas Senior Center; and the preparation of the Substantial Amendment in order to reallocate the \$130,000 for the "Homeless Person Overnight Shelter" to fund ADA Improvements at the following PRCA facilities: Sycamore Park Community Center, Farmington Recreation Center, and Civitan Park, North.

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

1. The MPO Technical and Policy Committees met on March 13. Both committees considered and adopted the MPO's Transportation Improvement Program (TIP) #6 and Amendment #2 to the MPO's FFY2019-FFY2020 United Planning Work Program (UPWP).
2. Staff processed an administrative modification to the TIP for San Juan County for the Glade Run Recreation Area Trails Project.
3. MPO Staff attended the MPO Quarterly on March 13 via teleconference.
4. Work on the 2045 Major Transportation Plan will start soon, beginning with the Update to the MPO's Public Participation Plan and the initial public outreach process.

**Bisti Bay at Brookside Park-** under construction 60% complete

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

**North Trail and Gateway Park-** Gateway park concept shared with stakeholders for additional comments. Trail design 50% plans reviewed and commented by staff.

**Aerial Adventures-** Concept presented to City Council. Draft of report being reviewed by staff.

**Lake to BLM (OHV and MTB Trail)-** Trail 90 % completed. Looking for dates for Grand Opening in April.

**Marquee Trail-** Public Land Solutions working on Draft

**Marketing Agreement-** Marketing Plan in development, Program for Outdoor Industry Association "Summer Market", Outdoor Pledge, Economic Development Process Map, Developing webpage,

**General-** Submitted article to Parks and Recreation Business magazine (April publication), submitted for Speed Session at National Parks and Recreation Show, Working on getting a panel presentation at Summer Market, preparing for CTED Strategic Planning session

**Administration**

- Shade structures for Lake Farmington have been ordered
- Aerial Adventures feasibility study has been completed and is almost ready for release to staff

<b>Aquatic Center</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Water Safety Instructor Course	12	10	8	0
Lifeguard Certification	30	19	11	5
Swimming Lessons	814	1,238	166	89
Public Swim Single Payment (FAC)*	21,953*	23,561*	4,008*	4,288*
Pass Usage*	1,362*	1,546*	183*	123*
Aquacise (Lions)	3,659	4,208	427	608
Arthritis (Lions)	1,038	1,120	117	112

**Note:** FAC had 717 lap swimmers and 235 water rockets rentals during the month of March. Lions Pool had 353 lap swimmers and 375 water therapy participants. FAC had a very busy spring break with several days reaching max capacity. Warmer weather has played a significant role in pass usage and lesson participation. 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.

<b>Bonnie Dallas Senior Center</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Congregate Meals Served	42,188	41,948	4,941	4,490
Home Delivered Meals	19,453	19,680	2,274	2,404
Silver Fitness Center	12,619	9,501	1,948	1,181

**Note:** The Bonnie Dallas Senior Center began the annual Four Corners Games on March 15. The Senior Olympics games will include many different events including Shuffle Board, Pickle Ball, Golf, Horseshoes, Track & Field, Trivia and swimming. The 2019 games will conclude on Friday, May 3. A new multi-generational brunch event was added to BDSC this month. The first of many brunch events was held on Saturday, March 16 and served 144 local seniors and family members who also enjoyed the 4H Club animals and entertainment. Thank you Leadership San Juan and the BDSC Advisory Board for all your efforts to make this event a solid part of our community opportunities.

<b>Civic Center/Lions Amphitheater</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Civic Center Attendance	43,065	48,966	9,067	3,346
Civic Center Paid Events	265	378	41	35
Civic Center Free Events	207	331	55	39
Total Civic Center Events	472	709	96	74
Total No Shows/Canceled	9	28	1	2
Total Walk-In	0	0	0	0

**Note:** March Civic Center events and attendance have increased this month with more meetings and events since the completion of construction. Our attendance is up due to the Home Expo Show and a significant number of Theater events. No Lions Amphitheater events.

<b>Farmington Indian Center</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
<b>Total Customers</b>	<b>28,851</b>	<b>26,361</b>	<b>3,475</b>	<b>3,155</b>
<b>Restaurant Customers</b>	<b>24,252</b>	<b>19,827</b>	<b>3,175</b>	<b>2,815</b>

**Note:** There were no special events sponsored by the center in March. Preparations for the May Spring Mini-Contest Pow-Wow to be held at the Farmington Museum are in the works. Applications are available for the Farmington American Indian Ambassadorship. The pageant is scheduled for Friday, June 14, 2019 at the Farmington Civic Center.

Fiscal year 2019 continues to show an increase in the number of customers served at the Indian Center. Informal conversations with those who visit the center attribute the increase in customers served from hearing about the center from a friend. The Indian Center Facebook page hit 3,000 "Likes" in the month of March. Thank you Four Corners!



<b>Farmington Museum</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Total Museum General Attendance	91,273*	84,568	6,556	8,850
Attendance by Facility:				
Farmington Museum			1,793	
E3 Children's Museum & Science Center			3,012	
Riverside Nature Center			1,541	
Museum of Navajo Art & Culture			210	
Other Statistics:				
	Programs	Groups	Rentals	Tours/Hikes
Farmington Museum	12	1	3	1
E3 Children's Museum & Science Center	10	24	4	
Riverside Nature Center	17	1	N/A	
Museum of Navajo Art & Culture	1	0	N/A	

**Note:** The Farmington Museum opened the "Flamenco: Spain to New Mexico" exhibition with a reception on March 1st to a packed house. We estimate 225-250 people attended the opening. Later in the month on March 16th, the Museum hosted a Family Flamenco Day with crafts and music. The Museum also continued to feature the "Petroliana" exhibit featuring oil and gas memorabilia from the Alan Hawkinson collection. The Museum hosted a lecture by Drs. Mary Alice Scott and Kelly Jenks from the New Mexico State University Rural Histories Oral History Project. They shared oral histories from around the State about their research on people's memories of "country living" in the 1930s through the 1950s. The first EdVenture of the season took place on March 30th with a trip to Canyon de Chelly by two vans of adventurers. E3 Children's Museum & Science Center was super busy over Spring Break and are also scheduling tons of field trips for April and May. It will be a very busy spring! E3 also hosted an Atomic Teen Science Cafe exploring the use and training of search & rescue dogs. The Riverside Nature Center presented compass games on March 9th with activities revolved around reading and navigating by compass. It also hosted its annual March Photo Show of photographs taken in Animas and Berg Parks. The Museum of Navajo Art & Culture presented a Navajo Wool Dyeing workshop on March 23rd with Master Weaver Roy Kady. \* Denotes an additional 16,621 added in for 2018 Growers Market attendance.

<b>Farmington Regional Animal Shelter</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
<u>Intake Dog / Cat</u>				
Owner Surrender	1,254/899	1,240/942	139/81	140/56
O/S Return	3/1	29/18	0/0	1/1
Stray	1,571/1,256	1,548/1,348	154/91	166/79
Seized	72/8	66/5	2/0	3/2
Public S/N	643/470	623/562	80/32	103/42
Total Public S/N	1,113	1,185	112	145
TOTAL	3,543/2,634	3,506/2,875	375/204	413/180
<u>Outcomes Dog / Cat</u>				
Adopt	1,164/1,050	1,143/1,018	160/55	127/48
Transfer	717/270	835/480	52/40	59/48
Return to Owner (RTO)	557/39	525/58	52/4	52/8
Euthanized	428/900	425/955	33/56	50/39
Died	25/41	25/56	9/0	1/0
TOTAL	2,761/2,242	2,812/2,512	292/150	280/137

**Note:** We have several open positions that are currently posted. We are trying to stabilize staff before the warm weather kicks in and intake increases. We are starting to see kittens come in. Our 6th annual Bark in the Park celebration will be held Saturday, April 27th.

<b>Lake Farmington</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Standard Vehicle Day**	9,158 (\$45,775)	8,673 (\$43,316)	105 (\$516.30)	174 (\$856.70)
Commercial Vehicle Day	2 (\$40)	6 (\$120)	0 (\$0)	0 (\$0)
Season Pass	49 (\$2,445)	54 (\$2,695)	2 (\$100)	1 (\$50)
Camping Nights	112 (\$1,139)	0 (\$0)	0 (\$0)	0 (\$0)
Night Fishing	31 (\$155)	73 (\$365)	0 (\$0)	0 (\$0)
<b>Total Revenue</b>	<b>\$48,937.75</b>	<b>\$45,588.50</b>	<b>\$205.55</b>	<b>\$419.50</b>

<u>Lake Farmington (Cont'd)</u>	<u>YTD FY19</u>	<u>YTD FY18</u>	<u>MAR FY19</u>	<u>MAR FY18</u>
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. **Night Fishing passes will no longer be sold effective 2019 season. Patrons may purchase a day use pass and fish until gates close at 10:00 p.m. or pay to camp overnight.**

### MainStreet Project:

#### **Pocket Parks:**

- Downtown Junker's historic photo mural replacement panels arrived undamaged and are getting them installed.
- We are working on an AARP grant application for the Breezeway Plaza. Waiting for the New Mexico Resiliency Alliance grant application announcement to apply for the Secret Garden Pocket Park.

**The HeART of Farmington Arts and Cultural District (ACD)** - We had our first ACD TEAM meeting. Karen Ellsbury was elected Chairman, Tom Taylor was elected Vice Chairman, and Melanie Leeson was elected Secretary. We began discussions about the direction we want the ACD to take.

**Main Street NOW, Seattle** - We attended the Main Street NOW conference in Seattle, WA. We learned that Farmington and New Mexico are very much ahead of the game and made suggestions that the conference move to a tiered system with more experience Executive Directors receiving more educational content centered on economic development.

**Main Street Complete Streets** - The Complete Streets project includes infrastructure improvements such as water line, electrical and storm drain upgrades. Traffic calming features such as roundabouts and a road diet, 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** - Grading and Drainage plans were reviewed and comments provided to Stantec. Next submittal is anticipated by mid-May and will include all sections of the plan set for review. Continued discussion on Green Infrastructure/Low Impact Design (GI/LID).

**Site Furnishings** - Presented to MRA board of Commissioner and they provided feedback on design elements.

**Right-of-way acquisition** - Field investigations continue for three (3) right-of-way plats.

**Electrical CIP** - Electrical crews have completed their overhead work. Streets Dept. continues to patch and replace concrete behind the Electrical crews.

**Off-Site Signage and Pavement Markings** - 90% plans were received in March and under review by staff. Geotech investigations and environmental assessment will be required for NMDOT approval.

**Business Resiliency Project (BRP)** - Next class is April 15th on Digital Marketing. May's class, Developing Commercial Properties in the Downtown Area is scheduled for May 8th with 5 expert panelists. One of the panelists, Rhea Serna of New Mexico MainStreet, will meet one-on-one with properties owners during her visit.

**Note:** We continue to hold bi-weekly stakeholder meetings at HQ on Mondays with poor attendance. The Downtown Newsletter goes out bi-weekly as well, with 150+ subscribers and an average of 40% that open and read it. Working on coordinating area wide projects with several city departments. Made recommendation to management to extend construction timeline to 2020, due to delays in storm water engineering, avoiding peak retail season (Nov/Dec), and that it allows for current and proposed projects in the area (resurfacing, water lines, storm drain repairs) to be completed prior to work on Main Street.

<b>Piñon Hills Golf Course</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Golf Rounds	18,786	25,390	2,526	2,666
Pro Shop Sales	\$92,687	\$112,974	\$9,662	\$15,452
Golf Revenue	\$424,167	\$464,857	\$82,792	\$70,728
Total Facility Gross Revenue	\$517,034	\$577,831	\$92,454	\$86,180

**Note:** March proved to be a great weather month as the golf course was only closed due to weather for 2 days. Although rounds for the year are considerably down - due to the extremely snowy winter - overall revenue is keeping up fairly well. We've done only 74% of rounds through March of last year, but 89% of revenue, which means we're getting more paying players.

<b>Recreation Center</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Racquetball Courts	4,495	4,371	503	543
Gym:				
• Open	2,306	3,441	272	541
• Programs	16,415	16,929	2,182	2,250
Customer Contacts (counter)	4,074	5,144	360	405
Special Events / Athletics				
• Family Bingo & Pizza Night	346	374	100	54
• Spring Fling	31	25	31	25

**Note:** The Recreation Center was an active place in March! It was exciting to see that both of the above special events saw increases in participation over last year. In addition, the Center hosted a San Juan Animal Vaccine Clinic which brought a record number of 792 people and their dogs to the Center! The Recreation Center staff also stayed busy planning for the many upcoming spring and summer programs and facilitating the end of the season City Volleyball League tournament play throughout the month.

<b>Sycamore Park Community Center</b>	<b>YTD FY19</b>	<b>YTD FY18</b>	<b>MAR FY19</b>	<b>MAR FY18</b>
Adult Activities	8,069	10,235	783	2,185
Kids Activities	12,243	15,602	1,551	3,746
Facility Rentals	561	510	47	55
Visiting Patrons	54,767	74,991	6,946	12,424
St. Patrick's Day Madness			174	187
Mother Son Dodgeball and Sundae			83	72
Life Skills Spring Break			20	15

**Note:** Sycamore Park Community Center remained steady for the month of March. We held three (3) special events that were successful increasing participation on two (2). St. Patrick's Madness was a little slower than last year, the date may have played a factor. Participation appears down but that could be due to Easter Eggstravaganza being in April this year instead of March. Staff was busy with spring break/life skills week and are continuing to prepare for April special events and our Annual Easter Eggstravaganza.

**Statistics for the month:**

Calls for Service: **7,827** bringing the 2019 total to **22,094**

Arrests: **356** Adult arrests (**56** were DWI arrests)

Traffic Cites: **861** (includes **170** handwritten citations) **505** Warnings, **3** Parking Tickets (handwritten)

Municipal Cites: **89** Municipal Citations

Accidents: **144** accidents processed: **0** fatal, **13** with injury, **77** property damage, **19** hit & run, **5** city vehicles, **30** on or involving private property (**9** if **144** are alcohol-related)

Evidence Processed: **653**, total number of items currently in evidence **23,354**

Total Fees collected by Records to date: **\$6,573.00**

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

Reports Taken: **1,472**

Code Violations: **666**

**Major Events and Accomplishments for the month of March:**

Chief Hebbe participated in Dancing with Stars and was proud to raise money for the Children's Hope Foundation.

The Farmington Daily Times did a two-part series highlighting the work and challenges our officers face when responding to calls with mentally ill citizens. This was a great start to creating more dialogue with our community about the mental health crisis in our community and state.

FPD assisted the US Marshal's Office and the San Juan County Sheriff's Office where the wanted subject barricaded himself inside the residence. The subject ultimately committed suicide. FPD personnel were instrumental in assisting with this call and keeping our community members safe.

A homicide occurred on north Monterey and detectives worked diligently to make an arrest within days of the incident.

FPD along with FFD and the Parks department hosted the Fire Truck Pull for Special Olympics and it was a huge success with a great turnout from the community. Over \$10,000 was raised for Special Olympics.

**ENGINEERING DIVISION:**Foothills Enhancement Project – Holmes to Lakewood

1. Phase 1 - MAP Grant, \$636,379; Construction complete December 2018. Finalizing reimbursement request and final walk through scheduled for April 4<sup>th</sup>. Roundabout landscape design underway, waiting on cost estimate.
2. 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 15<sup>th</sup> (pending NMDOT approval to start). Utility Certifications in place. Environmental Certification letter submitted - a requirement before acquisition for Phase 2 and 3. NMDOT Phase II MAP funds for roadwork for \$166,171 with a local match of \$27,465. Requested funding moved to FFY19 due to right-of-way process. Right of way is nearing completion with 7 of 8 property owners signed. Will take to Council in April. No contracts returned from NMDOT

20<sup>th</sup> Street Sidewalks

1. 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 complete. Working on preliminary plans – 60%. Design review meeting held January 23<sup>rd</sup>, received comments from NMDOT. Working on corrections.

Villa View Detention Facilities

1. Phase I - TLC Plumbing and Utility from Albuquerque, NM, construction 100% complete.
2. Phase II - BHI is finalizing Main Street Storm Drain plans 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. Project on hold pending Grant Agreement.

Broadway Bridge Repair

Phase 2 pending new State Contract; estimated at \$600,000.

Pavement Management

Pavement Management Coordinator hired. City Council approved Bond for FY20-21 on February 12. Job posting for temporary inspectors first part of March; interview in early April.

Technical Specifications

Updated and approved January 22, 2019. Website updated, distributed copies to staff and notified developers and engineers. Have ongoing discussion regarding fire main change to D-225. Waiting on interpretation from State Fire Marshall's office – issue resolved.

**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 working on building foundation. Construction 20% complete.

2P Waterline Project – waterline upgrades

1. 2P Phase 1 - 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. Construction complete on Griffin, S. Graham Road, Plum Street; Poplar; and Bramble. Contractor working on service lines on Dustin Avenue. Construction is 97% complete.
2. 2P Phase 2 – City Council awarded bid to TRC Construction; Notice to Proceed - issued July 9, 2018; McCormick School Road – 99% complete; Murray Drive – 74% complete.

3. 2P Phase 3 - 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

KG Sewer is working in Westland Park Subd. – 245 polylines replaced to date.

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 98% complete.

Behrend Ave, Main St to Broadway

Replace existing 6" C.I. waterline with a 12" PVC waterline, construction complete.

E. Main Street - Intersection of Piñon Hills Blvd.

Replacing 16" steel waterline with 16" PVC waterline, construction 99% complete.

30<sup>th</sup> 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 68% complete.

San Juan Blvd., American to Scott

Replacing 6" C.I. waterline with a 12" PVC waterline, Construction 26% complete.

Sullivan Ave., 20<sup>th</sup> St. to 30<sup>th</sup> St.

Replace existing 4" & 6" C.I. waterline with a 12" PVC waterline, construction – 40% complete

***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

Replace existing 6" CI waterline with a 12" PVC waterline and replace existing 8" sewer line with a 16" FPVC sewer line; City Council awarded contract on November 27<sup>th</sup> to AUI. Inc. of Albuquerque. Contractor installing waterline along W. Main Street – construction 8% complete.

**TRAFFIC DIVISION:**

Traffic Signal Techs:

12 - Emergency call-outs

119 - NM811 calls

9 - Control Cabinet preventative maintenance completed

Changed 2 street name signs on mast arm overhead at Main St / Hutton Ave

Changed 1 regulatory sign on mast arm overhead at Main St / Herrera Road

Ethernet radio & Controller Installations: 12 new communication / radios at 12 intersections

Sign Techs:

- 30 - Maintenance tickets completed
- 12 - Signs Upgraded / Replaced
- 42 - Traffic signs made
- Wayfinding locates completed: Pinon Street, Miller Avenue, Hood Mesa Trail, and College Blvd.
- 250 - Wayfinding signs made
- 125 - Wayfinding sign posts & anchor installations completed
- 120 - Wayfinding sign assemblies installed
- 12 - Sign work orders completed: painted 4 each: Stop Bars, Crosswalks and Arrows

Traffic Engineering:

- Traffic Control Plans: reviewed & approved Seven (7): 3 - XL Concrete & 4 – Southwest Safety
- Traffic Counts Completed: Main/Butler; Main/Schwartz; Plaza Drive between Foothills & Villa View; Mountview between Laguna/McCormick School Road; and Country Club Drive between Kingsway Drive/Beckland Drive
- Traffic Study Completed: Plaza Drive Speed Study
- Long Line Layout: McCormick School Road, Messina Drive, Foothills Drive
- Estimates: Street Widening, Main between Butler and Fairgrounds; citywide Bike Markings
- Message Board Deployment: Murray Drive, westbound
- Revised Bike Plan Presentation Power Point
- Wayfinding Sign Project: Phase 1 - complete; Phase 2 – create work tickets & sign placement locates

**STREET DIVISION:**

Heavy Equipment and Truck Crew

Graded 18,596 ft. of dirt streets, 89 man-hours for street blading. Crews were rebuilding and grading dirt streets, hauling material as needed. They completed cleaning of the holding pond by the Path off Hydro Plant Road. They started construction of the berms in the West Side Sediment Pond at Farmington Lake.

Asphalt Crew

4 street cuts repaired with Cold Mix Asphalt; 21 street cuts repaired with Hot Mix Asphalt; 1,405 potholes repaired with UPM bag mix

Sweepers & Roadside Crew

2,122 miles of winter clean up on arterial streets; crews are picking up trash and cutting weeds on City lots, drainages and right-of-ways.

Concrete Crew

Poured 61 CY of concrete for maintenance on sidewalk, curb and gutter.