

The November 2015 **Gross Receipts Tax** report is shown below. November reflects September business activity.

	<u>Month</u>	<u>YTD</u>
November FY16 GRT Received (Gross)	\$ 4,354,505	\$ 21,409,435
November FY16 Budget	\$ 4,059,844	\$ 21,361,803

	<u>Budget to Actual</u>	<u>\$ Over / (Under) Budget</u>
Month of November	7.3%	\$ 294,661
Fiscal Year To Date	.2%	\$ 47,632

**GRT - Major Sectors
Month-Over-Month Comparison
November - FY2015**

Single Month	Nov. FY16	Nov. FY15	\$ Change	% Change
Mining, Oil, Gas	\$ 209,455	\$ 330,310	\$ (121,000)	(37%)
Construction	309,070	239,536	70,000	29%
Manufacturing	200,914	232,348	(31,000)	(14%)
Wholesale Trade	219,181	262,823	(44,000)	(17%)
Retail	1,666,716	1,534,313	132,000	9%
Prof, Scientific, Technical	165,238	204,228	(39,000)	(19%)
Healthcare & Assistance	339,203	341,787	(3,000)	(1%)
Accommodations / Food Svc.	365,078	327,949	37,000	11%
Other Services	485,083	533,310	(48,000)	(9%)
Misc./ Unclassified	394,567	387,458	7,000	2%
Total	\$ 4,354,505	\$ 4,394,061	\$ (40,000)	(1%)

**GRT - Major Sectors
Year-Over-Year Comparison
July - November FY2016**

5 Month Period	FY16 YTD	FY15 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 929,264	\$ 1,344,630	\$ (415,000)	(31%)
Construction	1,477,053	1,235,285	242,000	20%
Manufacturing	939,952	1,005,026	(65,000)	(6%)
Wholesale Trade	899,985	1,123,617	(224,000)	(20%)
Retail	8,259,216	7,847,505	412,000	5%
Prof, Scientific, Technical	904,960	1,005,606	(101,000)	(10%)
Healthcare & Assistance	1,840,724	1,642,470	198,000	12%
Accommodations / Food Svc.	1,786,257	1,701,679	85,000	5%
Other Services	2,390,129	2,572,146	(182,000)	(7%)
Misc./ Unclassified	1,981,896	2,059,344	(77,000)	(4%)
Total	\$ 21,409,435	\$ 21,537,307	(128,000)	(1%)

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

*In October 2014 the City received in the "Unclassified" industry sector \$1.3 million of additional GRT due to taxpayer amended returns. In June 2015 a one-time reduction of (\$1.26 million) took place in the Oil & Gas sector due to taxpayer amended returns and audit adjustments. GRT collections were previously reported in error to the CoF.

Training: The Clerk and Deputy attended Election School sponsored by the New Mexico Municipal League November 4 through 6. Deputy City Clerk participated in Leadership San Juan on Friday, November 13.

Requests for Information: 40 requests to inspect public records were processed.

Business Registration: 34 new business registrations were processed during the month of November, 2015 and 8 businesses have already renewed for 2016.

- ✚ 3,596 business registration renewal letters were mailed on December 1. This is an increase of 27 from 2014. The breakdown is as follows:

	<u>2014</u>	<u>2015</u>
Contractors:	538	571
Exempt (non-profits):	64	64
Home occupations:	610	606
Regular registrations:	2270	2265
Security Guard companies:	9	9
Licenses:	78	81

Solicitors: Eleven licenses were issued to Taylormade Enterprises (Antonio Sisneroz, Jonine Kee, Angelica Clah, Myron Begay, Jerold Barber, Joshua Nomann, Justin Woldseth, Dylan King, Randell Harris, Michael Emillio and Justin Donald). Solicitor licenses are valid for three months. If the salesman does not have a license, call my office at 599-1170 or non-emergency dispatch at 334-6622 if it is after hours.

AGENDA ITEM LIST

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

12/15/15 WS

2P Waterline Agreement (Sypher)
 InSync Presentation re: East Main Street Signalization (Sypher)
 Proposed ordinance (discussion) re: pledge of GRT Hold Harmless (Mayes)
 Reappointments to AAC and ECAC (Mayor)
 Closed Mtg – purchase of water rights (Walling) (Sypher)
 Closed/Open – RFP for police unit equipment installation and uplift (Eddie)
 Purchasing item (Milne)

12/22/15 CC – Cancel?

1/12/16 CC

*Minutes – 12/8/15 CC and 12/15/15 WS
 P&Z X1
 Intergovernmental Agreement re: Joint Intervention Program (Baird)
 Proposed ordinance (final action) re: pledge of GRT Hold Harmless (Mayes)

1/19/16 WS

Election Notice (D. Smylie)
 Annual audit/comprehensive annual financial report (Moss Adams, LLP)

Administration

1. Staff in the Planning, CDBG, and MPO Divisions attended data users training and the New Mexico Data Affiliates Conference in Albuquerque November 18-20.

Building Inspections Activities:

Permits were issued for the following projects:

1. Tenant improvement for Papa Murphy's, 3554 East Main Street.
2. Foundation only for A to Z Auto Sales, 2107 East Main Street.
3. Six (6) building permits for new single family residences.

Plans are currently under review for the following projects:

1. Interior remodel for Target, 4900 East Main Street.
2. Interior remodel for Hog Wild, 2101 Bloomfield Highway.
3. New Carl's Jr., 2300 East Main Street.
4. New Building for A to Z Auto, 2107 East Main Street.
5. New fuel tank for United Rentals, 171 Browning Parkway.
6. Tenant Improvement (Distillery) for Three Rivers, 101 East Main Street.
7. Interior remodel for Bank of the Southwest, 320 West Main Street.
8. New Chick-Fil-A, 4910 East Main Street.
9. Tenant Improvement for the Daily Times, 203 West Main Street.
10. Tenant Improvement for Ashley Furniture, 5200 East Main Street.

The Division issued a total of 74 building permits with a valuation of \$1,615,097, performed 2 final non-residential inspections, 3 final inspections of new single family residences, and performed a total of 622 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 final plat petition; 1 right-of-way abandonment petition; 2 variance petitions; 30 summary plats; 11 business license zoning verifications; 3 address verification/assignments; 1 auto dealer certification; 8 well site inspections; 15 UDC violation complaint inspections; 15 UDC violation complaint re-inspections; 28 zoning code violation letters; 2 municipal court cases; 1 public record request; reviewed 74 sets of building permit plans for UDC compliance; and, met with 55 counter visitors to answer inquiries and/or approve permit plans.
2. Staff continues to coordinate the Main Street Complete Streets Project, including researching costs and funding opportunities.

Community Development Block Grant (CDBG) Activities:

1. Staff continues to complete tasks necessary for the 2015 Action Plan projects to begin. Most of the public service contracts have been executed, all of the public service environmental clearances have been completed, and staff has begun working on the environmental clearances for the capital projects.
2. The Consolidated Annual Performance and Evaluation Report (CAPER) for the 2014 Annual Action Plan was made available to the public for review and comment on 11/6. It will be considered for adoption by the City Council after a public hearing on 12/8. It must be submitted to HUD before 12/29.

Metropolitan Planning Organization (MPO) Activities:

1. The MPO Technical Committee met on November 5 and the MPO Policy Committee met on November 19, to consider/adopt the 1st Amendment to the 2016-2021 TIP. Proposed amendments to the Public Participation Plan and the Unified Planning Work Program (UPWP) were also presented for discussion at those meetings.
2. Staff submitted reports to NMDOT on the MPO's Public Participation Plan and UPWP.
3. Staff provided orientation training to a newly appointed MPO Policy Committee Member.
4. Staff attended NMDOT's projects inception to completion training in Albuquerque Nov 3-5.

Administration

1. CREDA Board meeting
2. Community Solar project
3. City of Bloomfield
4. Integrated Resource Planning (IRP)

Business Operations

- FEUS Rules and Regulations finalized for distribution to PUC at December meeting, review/discussion in January 2016.
- Scope of work for new Cost of Service RFP prepared and sent to Purchasing.
- Completed NMMEAA FY2015 financial statements for audit review.
- New Service work orders - 27 released to Line Dept. for construction; System Improvement 3 phase feeder for Mesa Vista Subdivision at Lauren St; System Improvement 1 phase Hubbell Versa Recloser at Circuit 4701.

Customer Service

- Met with Edward Smylie and David Burke on ability to identify electric dependent households (Federal definition is electric medical equipment paid by Medicare); utility definition is life dependent electric devices.
- Newsletter 2nd publication due mid-December.
- Ongoing review of testing for CSA position.
- Ongoing review of utility mobile device app.
- In November (October terminations reported in Dec.), 201 collection accounts worked totaling \$27,017, of these 72 accounts remitted \$9,549, leaving 129 uncollected for \$17,468. In December we have 141 accounts totaling \$17,115. In November we had 172 LIHEAP verifications, 150 payments; and currently 22 payments are due.
- Since Nov 1 outstanding accounts (over 120 days old) being sent to The Advantage Group in batches. Due to the volume of accounts only approx.75% of outstanding accounts have been sent.

WECC, Environmental:

1. Meetings with WAPA to discuss Planning Coordinator and Transmission Planner gap strategy.
2. Research and development of Emergency action plans for FEUS.
3. Continuing with Scheduling and coordination of O&P on-site mock audit.
4. Continuing with system wide arc flash study.
5. NPDES permit inspection corrective action items completed.
6. Participated in Clean Power Plan meetings in Durango and Santa Fe.

Engineering:

1. Published Aztec Substation major construction bid.
 2. Designing upgrade for San Juan Substation control equipment.
 3. Completing Cottonwood Substation grading designs and soil testing.
- Estimates: 22 Work Orders Written by EE: 27 Transformer Checks: 14
Meter/Quad Spots: 1 Work Orders Released by EE: 27

Transmission and Distribution:

Construction/Maintenance:

1. Completed transformer installation for new Sobering House on OJO Ct.
2. Completed transformer and service installation for Conoco Phillips on Knickerbocker.
3. Continuing Construction on Circuit 2702 rebuild along Hwy 516, 65% complete.
4. Continuing underground construction for Mesa View subdivision.
5. Pole to Pole maintenance performed on Bergin to Kutz 115kv line, affecting 100 high line structures.

Construction WOs Completed: 32 Maintenance WOs Completed: 45
Tree Trimming WOs Completed: 128 Customer Trouble calls: 51
Street Light locations maintained: 73

Relay/Meter:

1. Completed NERC compliance testing at Bluffview Plant.
2. Performed fail over testing to the Backup Control Center.
3. Continuing fiber optic installation to Chaco Plant.
4. Replaced feeder protection relay on Lee Acres circuit 4501.
5. Continuing with meter removals on long term inactive accounts.
6. Reprogrammed Turley 4401 meters to Pine River and San Juan Substations.

New Service Installations: 13 Meters Tested: 250 Power Quality Checks: 13 Tampering's: 6
Periodic maintenance: 333

Disconnect tags mailed: 5036 Field disconnect notices: 2068 Regular Re-connects: 55
After Hours Re-connects: 236

Generation:

1. Bluffview planned maintenance completed on 11/20/2015.
2. Working with vendor on IRP scope of work.
3. Begin Navajo unit # 1 reassembly.
4. Continuing with planning for Bluffview maintenance outage.
5. Preliminary work started on FY-2017 budget.

Fuel Sales & Purchases:

1. Animas total estimated gas sale – 114,420mmbtu: Bluffview total estimated gas sale – 13,900 mmbtu.
2. Animas estimated gas buy back – 2,400 mmbtu: Bluffview estimated zero gas buy back- zero

Control Center:

1. Updated SCADA to reflect Praxair's new interruptible load value from 6 mw's to 7 mw's.
2. Annual Backup Control Center failover test completed.
3. Ryan Watson and Charles Ortiz completed WECC Relay training.
4. San Juan Generating Station Unit 4 on-line after completion of fall outage.

System Outages:

1. 11-23-2015 @ 15:50 - Westfork to Blanco 69Kv line tripped due to vehicle hitting guy wire, wire broke free and wrapped into C – Phase. Line repaired and restored at 20:38.

Operating Statistics:

Animas Plant MWh: 2,154
Bluffview Plant MWh: 32,943
Navajo Plant MWh: 5,284
San Juan Plant MWh: 10,711
WAPA MWh: 5,421
Purchase MWh: 34,407
Average Purchase Price: \$ 35.91/MW
Purchased Power cost: \$1,235,677
Peak Demand MWh: 150 increase (decrease): .67%
Monthly System Energy MWh: 91,319 increase (decrease): 0%

<i>CALL TYPE</i>	<i>NUMBER OF RESPONSES</i>
Structure Fires	3
Vehicle Fires	1
Brush/Grass Fires	1
Rubbish/Dumpster Fires	3
Other Fires	0
Rescue/Emergency Medical	443
False Alarms	37
Mutual Aid Given	1
Hazardous Materials Response	16
General Hazard Response	7
Other Responses	202
<i>TOTAL</i>	<i>714</i>

TRAINING

- Company Training: Live fire basement fires at San Juan College Drill Tower
- Company Training: Live fire dumpster and LPG fires at San Juan College Drill Tower
- Company Training: Live fire multi-floor fires at San Juan College Drill Tower
- Company Training: Building familiarization of Dick's Sporting goods
- Company Training: Safety and Survival, Rapid Intervention Training (RIT)
- Company Training: Live fire attic fires at San Juan College Drill Tower
- EMS: Hemorrhage and Shock by FF Hickey
- Several FFD members attended a Human Performance Assessment (HAP) training in Mancos, Co.
- Scheduled Maintenance:
 - o Technical Rescue Team Maintenance: A-Shift
 - o Hazmat Team Maintenance: B-Shift
 - o Wildland Team Maintenance: C-Shift

MISCELLANEOUS

- Crews moved into the new Fire Station #1
- Numerous public events, station tours, and fire safety talks; including PMS Day Care providers
- FFD Team members participated with FPD's S.W.A.T. monthly training activities.
- FFD members, in conjunction with FPD, participated in school safety drills.
- Several FFD members participated in the build out of the new County wide dispatch software program.
- Participated in County wide EMS oversight meeting.
- Members participated in San Juan College Fire Science advisory meeting
- Participated in the C.H.A.P. meetings.
- Participated in LEPC meeting
- Three lateral firefighters completed their four week transitional academy.

(Yearly Totals Are Calendar Year)

Vehicle Maintenance Division:

- Vehicle Job Orders Completed 587
- Service Calls Completed 14
- PM Services Completed 90
- 3 new ASE Certifications were obtained

Building & Maintenance Division:

- Active Job Orders 253
- Completed Job Orders (Month) 203
- Completed Job Orders (YTD) 1,316

Maintenance Projects:

- Work continues on the Aztec substation
- Installed cameras at Farmington Indian Center
- Repaired broken sewer line at E3

Status of Construction Projects:

- Fire Station #1 and Fire Administration Building: Substantial Completion was received on the project on November 23. Fire crews moved in and operations transferred to the new location on Nov. 24 with crews spending Thanksgiving in the new station. The move into the Fire Administration building is underway. A date for an Open House will be determined once the operations have been well established and move-in is complete.
- Joint Intervention Program Building: The manufacturer has received state certification for the modular building and construction is underway. The building is anticipated to be ready to ship on December 11. The project has not yet received the required construction permit from the state. Foundations cannot start until the permits are issued. We are working with the state to move the process along.
- The Sobering House is nearly complete. The placement of the Sobering House required a lift station and sewer tie-in to be coordinated with the JIP project. The sewer tie-in is being held up by the delay in the permit for the JIP project.
- Energy Efficiency Upgrades: A kick off meeting with ECI is scheduled for December 8 for the Investment Grade Audit. ECI will also be meeting that day with the architect working on the City Hall renovation plans.
- City Hall Renovation: The architect will be working with ECI on the phasing and coordination of the energy upgrades in relation to the City Hall renovations.
- Police Department locker room: Contracts for architectural services are under review. Construction plan design and permitting is anticipated to be completed in mid-January 2016.

Four Corners Regional Airport

(Percentage Change YTD)

	<i>MONTH OF NOVEMBER</i>		<i>Previous Year-2014</i>
Enplanements:	234	-23.78%	307
Deplanements:	265	-29.89%	378
Air Traffic Operations:	2,559	-2.99%	2,638
Fuel Flowage (gallons):	30,241	-23.55%	39,557
Car Rental Revenue:	\$ 5,000.00	-50.00%	\$5,000.00

PERSONNEL DIVISION**Job Postings:**

- Regular/Full-Time - 7
- Temporary/Seasonal - 6
- Inter-Department - 1
- Inter-Division - 4
- Inter-City - 0

New Hires:

- Temporary/Seasonal - 3
- Regular/Full-Time - 6

Terminated Employees:

- Temporary/Seasonal - 26
- Regular/Full-Time - 3

PAYROLL***PP# 23***

Printed Direct Deposits	341
Regular Checks	68
Emailed Direct Deposits	622
Total Checks printed	1031**

Gross Pay	\$1,825,082.92
Net Pay	\$1,172,612.28
Regular Employees	742
Temporary Employees	270

PP# 24

Printed Direct Deposits	335
Regular Checks	62
Emailed Direct Deposits	622
Total Checks printed	**1019

Gross Pay	\$1,833,349.76
Net Pay	\$1,186,501.11
Regular Employees	744
Temporary Employees	250

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

HR GENERAL

- New HR Business Partner Ada Wilson joined our team
- Continued cross-training of HRBP department coverage
- Finalize details and prepared for 12/1 rollout of Viverae Wellness Program
- Prepare for rollout of open enrollment sessions

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

- Responded to a recent virus outbreak affecting Finance files and assisted with data restoration
- Researched and resolved issues with outbound email messages (SMTP)
- Assisted the City Clerk's office with printing of annual business registration renewal notices
- Continued user security setup for new Building Permits application (ongoing)
- Resolved an issue with text search processing of documents scanned into OptiView
- Researched options for increased storage capacity for iSeries backups
- Responded to a broad range of help desk requests
- Continued to assist utility customers in migrating their accounts to the new version of Click2Gov; 2,013 utility accounts have been migrated
- Performed routine tasks related to system availability and data protection

Departmental Help Desk Ticket Counts

366 tickets created (28% YOY increase)

336 tickets closed

Average satisfaction rating of **4.9** (out of 5) based on **10** responses received.

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

- Upgraded two GIS servers to the latest ArcGIS Server versions. All GIS servers are running ArcGIS Server version 10.3.1 expect for Energy which has 10.2.1.
- Created an undated map showing 10, 15, 20, 25 mile buffers from the city limits for the PD
- Scanned and spatial referenced 161 3'x4' Water/Sewer/Storm map sheets to state plane coordinate system.
- Helping Gary Chavez with water and sewer maps attaching PDF's files
- Updated 41 addresses and 2 new roads in the Farmington Address point and Farmington Road Centerline files.

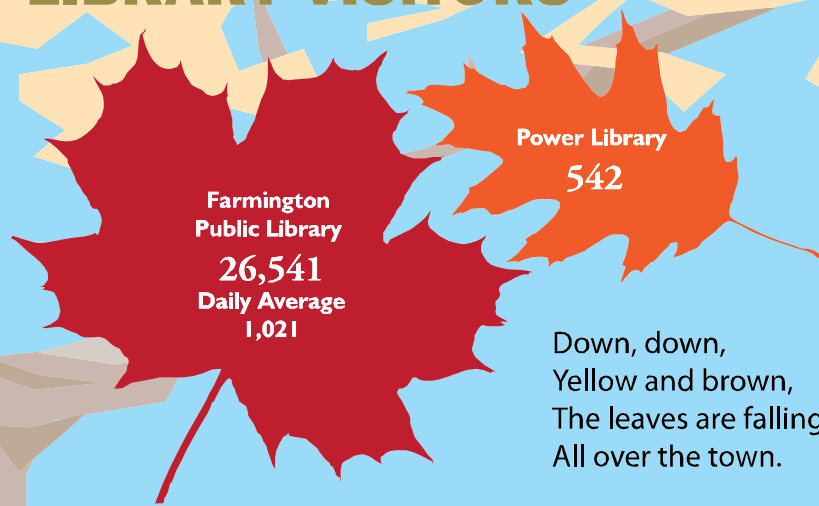
Infrastructure Services Division**High-Level Activities and Projects**

- Restored Data on the PD Server using both full and diff backup after RAID failed.
- Resolved the issue on the VSS shadow copy on the SQL backup job.
- P2V a backup on the court server.
- Add new additional slots in the backup library, reassigned all slots.
- Create a separate full and diff backup for Fire and PD, Add SharePoint and SW to backup
- Resolved disk space issue with monitoring system so it won't send repeated alert.
- Restore Finance Dept file share, scan and clean file server after virus break out.
- Got a quote to plan adding a new storage to our environment to P 2 V the Police Dept server.
- Archiving monthly and weekly backup tapes.
- Performed daily tasks of Infrastructure Services operations, maintenance, and recovery.

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

- | | |
|---|---|
| <ul style="list-style-type: none"> • Setup New Users - Completed helpdesk calls for various departments. • Worked on Fire Station 1 Build – VOIP –Pc Installs • 11 new computer setups , 2 Laptops, 3 Computer Hardware Crashes • 3 Virus infections – 0 Trojan – 3 Malware – Originated in Finance Dept. • Installed new Extreme switches Bluffview Power Plant and Bluffview Admin | <ul style="list-style-type: none"> • Setup VLAN for Police server migration • Fire Department Server/Domain Migration Project-New server ordered • TRACS FPD Test environment, • 452 trouble calls (19 call outs) for FPD • 42 Video requests for FPD • Deployed 2 new PC's/4 Setup computers at Fire Station 1-(Move From old Station) FFD • 14 Trouble calls Fire- FFD |
|---|---|

LIBRARY VISITORS



Down, down,
Yellow and brown,
The leaves are falling,
All over the town.

Come In! We're

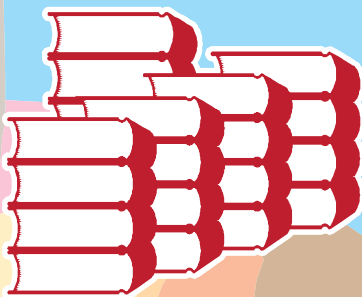
OPEN

Mon	9am	9pm
Tues	9am	9pm
Wed	9am	9pm
Thur	9am	9pm
Fri	9am	5pm
Sat	9am	5pm
Sun	1pm	5pm

OPEN HOURS

Farmington Public Library.....	256
Power Library.....	35

CHECKOUTS

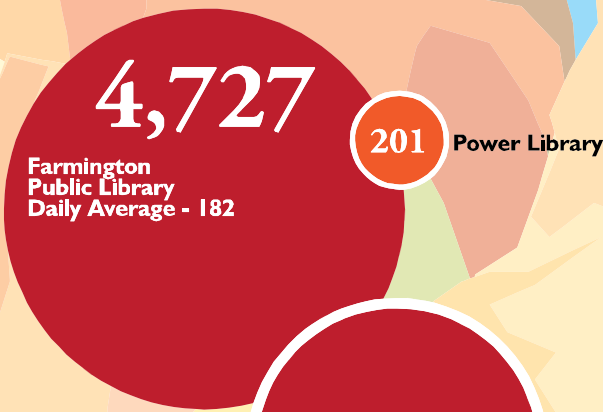


Farmington
29,160
Daily Average 1,122



Downloadable Media
4,463
Daily Average 172

COMPUTER USERS



WIFI USERS

Farmington Public Library



VOLUNTEERS



THIS MONTH

Volunteers.....	24
Volunteer Hours.....	63

THIS MONTH LAST YEAR

Volunteers.....	34
Volunteer Hours.....	65

LIBRARY PROGRAMS

Farmington Public Library	
Programs.....	128
Attendance.....	4,186
Power Library	
Programs.....	22
Attendance.....	542

Administration

- Received notice to proceed on South Side River Trail.
- Kiwanis Park - Horse shoe pits and bocce court schematic design
- Civitan Golf - Reviewed RFPQ for mini-golf design
- New playgrounds at Foothills and Beckland Hills Parks are in the purchase order process
- Airport Planting Plan completed (by Tower)
- RC Park - Viewing stand for remote control car area. Product specified. Negotiating with engineer and to begin state permitting

Aquatic Center	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Water Safety Instructor Course	7	6	0	0
Lifeguard Certification	4	0	0	0
Swimming Lessons	648*	604*	90*	85*
Public Swimming Single Payment (FAC)	12,625*	14,988*	996*	1,311*
Pass Usage	1078*	880*	149*	99*
Aquacise (Lions)	2,813	2,436	331	328
Arthritis (Lions)	545	645	55	99
Brookside Public Swim	4,309	15,304	0	0

Note: FAC had 825 lap swimmers during November. Lions had 202 lap swimmers and 345 participants for Water Therapy. *These numbers are for FAC only. Starting to see a slight decrease in our participation numbers, which seems to be due to the colder weather.

Bonnie Dallas Senior Center	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Congregate Meals Served	20,234	17,925	3,977	3,477
MOW Deliveries	14,109	13,432	2,890	2,579
Silver Fitness Center	3,650	3,260	723	610

Note: Currently, the Silver Fitness Center has enrolled 13 new members bringing the total to 813 members. New Mexico Highland University has approached Bonnie Dallas Senior Center to allow to Grad-Student to develop and implement a project to engage the meals on wheel clientele body and mind and wellness techniques. The newly formed Advisory Board is the division's attempt to engage and include the seniors input regarding the facility; the first Freddie's Steak-Burger Ice Cream Social is one of their deliverable. The Thanksgiving Dinner was a huge success with 763 meals served and great time was had by all. The interior renovation of the main building, in collaboration with City of Farmington's LOWE'S Hero Program, has now been completed and enjoyed daily.

Civic Center	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Civic Center Attendance	36,246	35,798	4,350	6,436
Amphitheater Attendance	1,923	1,338	0	0
Room/Theater Rentals/Paid Events	256	283	43	61
Free Events/Meetings	228	231	42	34
Lions Wilderness Amphitheater	9	12	0	0
Total Civic Center Events	484	514	85	95
Total Amphitheater Events	9	12	0	0
Total Scheduled Events	493	526	85	95
Total No Shows/Canceled/Walk-In	35	22	6	6

Crouch Mesa Community Center	YTD FY 16	YTD FY15	NOV FY16	NOV FY15
Daily Use	1,322	1,532	341	336

Note: CMCC was closed during the thanksgiving break and CMCC was scheduled to assist during busy times and special events at SPCC. Staff is currently reviewing the programming and use of the facility to improve attendance and operations.

Farmington Regional Animal Shelter	YTD FY16	YTD FY15	NOV FY16	NOV FY15
<u>Intake Dog / Cat</u>				
Owner Surrender	666/710	566/619	138/83	94/108
O/S Return	22/16	12/9	6/2	3/2
Stray	969/1053	715/753	153/139	180/106
Seized	31/3	47/5	9/0	4/0
Public S/N	266/261	124/100	44/57	49/29
Total Public S/N	524	224	101/93Free	78/62 Free
TOTAL	1,831/2,039	1,490/1,718	350/281	330/245
<u>Outcomes Dog / Cat</u>				
Adopt	592/446	456/385	97/87	75/56
Transfer	483/270	641/337	93/17	129/55
Return to Owner (RTO)	319/19	271/30	53/5	43/10
Euthanized	252/871	267/825	42/90	41/85
Died	15/76	3/40	6/8	0/6
TOTAL	1,609/1,670	1,638/1,617	277/202	288/212

Note: We held a week-long “Black Friday” sale in which we adopted out 95 animals. We are still struggling with room for available cats but with transfers and increased adoption we are doing ok on dog space. In December we will have pictures with “Santa Paws,” participate in Miracle on Main Street as well as run a “Home for the Holidays” promotion.

Farmington Indian Center (FIC)	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Indian Center Total Customers	15,097	15,484	2,878	2,038
Restaurant Customers	12,676	10,323	2,378	1,767

Note: Three hundred thirty veterans, volunteers and community members were served at the Indian Center’s Giving Thanks for Our Veterans dinner held on Veteran’s Day. The center received a new security camera system that provides surveillance inside and outside of the facility. The system is an added strength to the facility and meets one of the FY 16 business plan goals. One hundred one community volunteer hours were recorded for the month of November.

Farmington Museum	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Museum General Attendance	68,243	85,882	4,064	11,334

Note: The Farmington Museum is preparing for and doing some early marketing for the Ansel Adams Masterworks exhibit that will open January 30th, 2016. The E3 Children’s Museum & Science Center is working on an upgrade of its exhibits set to open December 18th. The Riverside Nature Center hosted flint knapping on Nov 14th along with its regular Stars and Stories walks, Nature Walks, and Birders during the month.

Parks Operations

Parks Maintenance and Construction: Crews completed fall fertilization of all grass areas. All irrigation systems and bathrooms have been blown out and winterized. Installation of holiday decorations has been keeping crews extremely busy. Crews continue renovating Sports Complex Softball #6 right field where settling has occurred. Playground renovations- removal of sand and installing engineered wood fiber continues. All seasonal layoffs are complete.

Training: New Mexico Recreation and Park Association (NMRPA) State Conference and Certified Playground Safety Inspector (CPSI) training was held in Farmington; Park Operations had (22) attend educational sessions and (5) attend CPSI training.

Lake Farmington: Closed to watercraft usage for season.

Special Events: Crews supported 3 special events.

Graffiti Reports: 35 graffiti reports were taken and all removals complete.

Piñon Hills Golf Course (PHGC)	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Golf Rounds	15,204	16,106	1,583	1,685
Pro Shop Sales	\$93,866	\$96,088	\$9,186	\$9,872
Food & Beverage Commission	\$21,366	\$17,251	\$2,112	\$2,546
Golf Revenue	\$378,088	\$399,054	\$28,435	\$30,687
Total Facility Gross Revenue	\$493,320	\$512,393	\$39,733	\$43,105

Note: With tournaments and events finished for the season, staff has been working on getting ready for 2016. We've already begun booking next year's tournaments as well as exploring new marketing ideas to promote more play and more participation in The First Tee Program. All maintenance seasonal staff are done for the year, and golf staff has been cut to bare minimums for the winter.

Recreation Center	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Racquetball Courts	3,425	3,242	1,193	1,010
Gym:				
• Open	2,592	2,140	288	280
• Programs	6,816	5,691	3,261	2,470
Customer Contacts (counter)	3,028	3,032	416	323
Special Events/Athletics				
• Christmas Craft Fair	---	--	55 vendors	55 vendors
			542 visitors	600 visitors
• Family Bingo & Pizza Night	81	48	23	7
• Turkey Trot & Gobble Wobble	--	--	212	225

Note: Due to the cooler weather and people coming indoors to play, November always begins to see an increase in the use of the racquetball courts and gym as is obvious again this year. With the Fall & Winter activities beginning, the Recreation Center staff was busy with the planning and facilitating of these events. In addition, the Recreation Center staff assisted in the hosting and participated in the New Mexico Recreation & Park Association (NMRPA) State Conference which the PRCA Department hosted this year during the first week of November.

Sycamore Park Community Center	YTD FY16	YTD FY15	NOV FY16	NOV FY15
Adult Activities	2,982	2,113	698	467
Kid's Activities	4,676	5,285	815	723
Facility Rentals	346	355	67	60
Visiting Patrons	38,036	42,616	6,911	7,192
Thanksgiving Pot Luck	330	173		
Teen Night	15	0		

Note: November was a busy month for Sycamore Park Community Center, especially during Holiday break for Thanksgiving. The SPCC and CMCC staff were busy with activities for the kids. The Thanksgiving Potluck held annually at SPCC was a huge success serving 330 people in the community. Rentals and adult activities continue to increase due to more classes and seminars offered for adults.

Statistics for the month:

Calls for Service	6,142 (including Animal Control calls for service).
Arrests	457 (46 DWIs)
Traffic Cites	1,584 (including written warnings)
Municipal Cites	114 (including Animal Control Citations)
Accidents	155 (0 fatal, 32 with injury, 77 property damage, 5 hit & run, 2 city vehicle, 39 on, or involving, private property, and 4 alcohol related)
Evidence Processed	487
Reports Taken	620 (plus Animal Control reports)
Code Violations	583

Major Events and Accomplishments:

On November 5, the Farmington Police Department participated in the local Kiwanis Clothes for Kids event with officers assisting needy youth in shopping for school clothes at Target.

On November 11, the Department’s District Coordinator Unit conducted a Downtown “Walk About” where they met with every business on the Main Street and Broadway business corridor. They delivered informational packets on crime reduction, heard from business owners regarding crime and safety concerns, and provided personalized contact information to every business so as to increase communication with the officers serving the downtown area.

On November 11, the most recent class of Women Against Crime graduated from the program, administered by Officer Martin Olsen. The program was well attended and the verbal and written evaluations by participants were some of the highest ever.

On November 13, Officers and Supervisors of the Department volunteered their services at the Bonnie Dallas Senior Center’s Thanksgiving Dinner.

On November 27, the Department conducted numerous operations amongst businesses during the Black Friday sales events, resulting in four arrests for Shoplifting, one Municipal Citation, and one Felony Arrest for Fraud (Credit Card).

During the last week of November, increased attention was given to criminal acts by street inebriates in the Downtown area. The operation included an undercover officer. Numerous arrests were made for a variety of violations. The operation is on-going.

The seasonal increase of motor vehicle thefts has arrived, caused by people warming up unattended, running vehicles.

- Foothills Enhancement Project – Holmes to Lakewood; MAP Grant - \$636,379 for Phase I; Right-of-way acquisition ongoing; Plans and right-of-way map submitted; met with NMDOT June 29th, plans are approved. Right-of-way map comments addressed, resubmitted – October 7th; awaiting NMDOT certification; will update other certifications after ROW is acquired.
- Piñon Hills Boulevard Extension: Bohannan-Huston engineering/design – Phase 1 construction plans complete; NMDOT contract received 12-24-14, \$4,155,000 for intersection and construction of roadway to Hubbard (STIP -- \$3.7 million). Met with NMDOT on Feb. 13th, Feb. 23rd, March 6th & March 9th. Resolution approved by City Council on 4-21-15 for future funding commitments between NMDOT and COF; uploaded cataloged 15-20 year old ROW purchases for NMDOT review on April 15th; New Tiger Grant submitted May, 2015, pending; met with NMDOT on July 29th and Aug 14th; NMDOT to meet with FHWA to discuss next steps. Submitted affidavits for all ROW purchases to NMDOT November 6, 2015. Awaiting NMDOT ROW certification or comments.
- MOC Repaving – SMA to do survey work and design to solve drainage issues for Building Maintenance building, parking lot addition and resurfacing of entire site. Survey complete; met with FEUS, Public Works, and General Services to discuss needs on Nov. 16th. SMA laying out additional 100 personal vehicle spaces and truck turnaround.
- Storm Cleanup: *FEMA 2010* -- all documentation submitted; waiting final Amendment and payment from the Department of Homeland Security; *FEMA 2013* – project work complete; reviewing final project summaries for project documentation.
- **NMDOT FFY 2014 HSIP Project – San Juan Blvd/Scott Avenue intersection safety improvements and traffic signal reconstruction: Phase 1** – Bohannan Huston - design complete; construction bid opening December 22, 2015.
- Drainage Action Items: Of the 13 projects -- 11 are complete. College Blvd/Edgecliff improvements complete; College Blvd on hold until Christmas break when additional drop inlets will be installed. Hubbard design in process.
- Piñon Hills / Farmington Ave Pedestrian Improvements: TRC completed project work; final inspection by NMDOT & FHWA held July 30th; corrective repairs completed; waiting on NMDOT final re-inspection.
- SAFE ROUTES TO SCHOOL: *Phase 1* -- sidewalk improvements for Apache, McKinley and NE Elementary schools and Hawk signal – complete, NMDOT & FHWA final inspection July 30th; *Phase 2 Infrastructure* -- sidewalk improvements for Animas and McCormick Elementary schools -- complete, NMDOT & FHWA final inspection July 30th, corrective repairs complete; waiting NMDOT final re-inspection.
- East Main Adaptive Traffic Signal Control System: Project complete. Signal Techs continue monitoring. Final reimbursement submitted to NMDOT. Before/After Study completed by AECOM. Annual report to City Council December 15, 2015.
- Water projects: *4P Pump Station* -- design completed, working on property acquisition; *WTP #2 Electrical Improvements* –Nightlight Electric – construction began Nov. 17, 5% complete; *English Road, Main St. to Arctic St.* – 98% complete; *Lee Avenue, 20th to 22nd* – waterline replacement – 95% complete; *Broadway – Auburn Ave to Schwartz Ave* –complete; *Troy King Road, Main Street to Piedras Street* – waterline replacement – construction 80% complete.
- Sewer projects: *WWTP Phase III* – received plan review comments from NMED, anticipating project will go out to bid Dec/Jan time frame, anticipate construction to begin spring 2016; *Lift Station #3 Improvements* – AUI, Inc., Lift Station in operation, substantial completion Nov 6.
- Water and Sewer project: *West Main, 4100' replacement - water and sewer:* design complete; NMDOT permit approved; bid letting spring 2016; construction - TBD.
- Farmington Reach, Navajo Municipal Pipeline Project: on hold pending completion of BOR portion of pipeline.
- Street Surface Management Program -- software set-up continues; Council presentation spring 2016.
- Traffic crews completed 10 signal control cabinet PM's; responded to 14 after-hour signal problem call-outs; and, installed 10 new conflict monitors and 3 new battery backup systems. Techs responded to 77 NM One-Call utility location tickets; performed 4 speed studies and reports. Crews fabricated 137 new signs, installed 2 crosswalks, 3 arrows and 3 stop bars. Crews also reviewed traffic control plans; attended the Four Corners Professional Development Conference, ATSA Training and TTCP Training.
- Streets: Heavy Equipment and Truck crews continue rebuilding and blading dirt streets, hauling materials as needed. Asphalt crews repaired 33 street cuts, patching street cuts and potholes with hot mix. Sweepers swept 1561 miles of residential and arterial streets while Roadside crews were cutting weeds and picking up trash on city lots, drainages and right-of-ways. Concrete crews repaired curb and sidewalk using 55.44 CY of concrete.

Ridership Numbers:

- Blue - 3008
- Green - 1406
- Purple - 1333
- Red - 1004
- Yellow - 1252
- Saturday - 207
- Aztec - 448
- Kirtland - 493
- Bloomfield - 404
- Fixed Routes - 9555
- Dial a Ride - 422

Total Ridership - 9,977**Year to Date Ridership = 109,181**

Ridership has been doing exceptionally well since the new route implementations took place in August. This month, Ridership was down due to the holiday events:

- 1) Schools were out for an entire week for the Thanksgiving break.
- 2) November had 2 holidays (Veterans and Thanksgiving) affecting 3 weekdays and 1 Saturday.
- 3) Veterans Day: Certain Veteran Centers were closed on the 11th, which the bus normally takes passengers to.
- 4) Thanksgiving Day: Thursday was a day off for the drivers and most workers.
- 5) Thanksgiving Weekend: Many people take 4 days off from work and school for the Thanksgiving weekend which includes a Friday and Saturday.

On the plus side, the average daily ridership on the Aztec route (M-F ridership) has increased from 16 to 21 riders per day!

Definition of a Rider:

- 1) PAID rider (if a person rides the bus and transfers to another bus that person is not counted as a rider twice).
- 2) PAID rider who pays to ride the bus more than once (it is an increase of ridership each time the rider pays for a new trip).
- 3) PAID PASS rider (will not be counted twice if transfers but will be counted as a new rider when re-boards).
- 4) NON-PAID rider on a special event PROMOTING the Red Apple on a free fare day.

Bus Passes

San Juan College	10 Passes Sold
Ride Right	13 Passes Sold
City of Farmington	24 Passes Sold

Total College Passes Sold: 47**The amount of college passes sold sets the record for the most College Passes sold in a semester!****Luminarias**

On Saturday the 5th of December, the Red Apple led the way around the San Juan College luminarias display. The first bus took the college and city dignitaries and their families. The Red Apple Park and Ride was also at Piedra Vista High School. The trolley was lit with colored Christmas lights as it took riders around the glimmering array of lighted bags throughout the evening.

Advertising

The Red Apple has been getting some great publicity lately via TV ads, TV News, Daily Times (4 times) and even appeared in the New Mexico Transit Association highlight section. Because of this publicity, the bus has become an area of interest for advertising. There are 8 frames installed on buses and 7 non-profits advertising on them. One other non-profit is seeking the last frame.

8 Frames:

- 4 City of Aztec Sparkles
- 2 Big Brothers Big Sisters
- 1 City of Farmington Public Library

Google Transit

Riders will soon have the luxury of going to their computer or smartphone and type in where and when they want to ride the bus and Google Maps will bring up a map with all the routes and times. Google Maps will show where the nearest bus stop is, time of next bus, route to take, drop off location, and time of arrival.

Come out and Ride the Red Apple!

Training Statistics

Training Sessions: **23**

Number of Employees Trained: **87**

New Employee Orientation

Hearing Conservation

Equipment Training

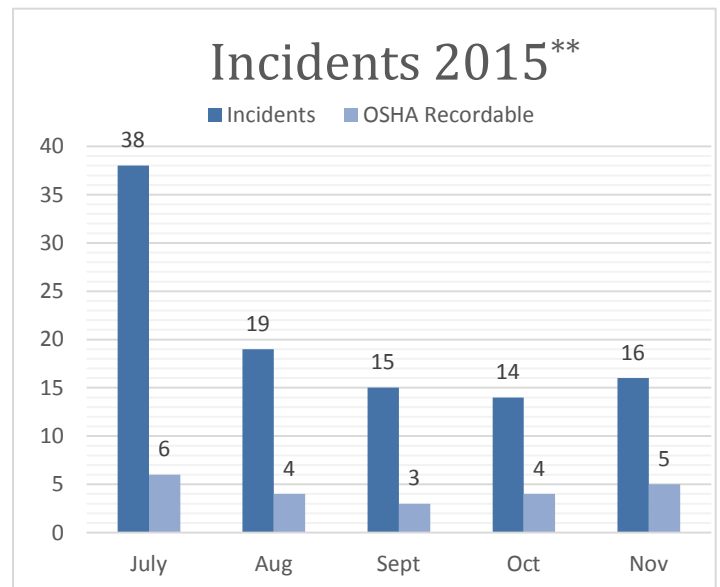
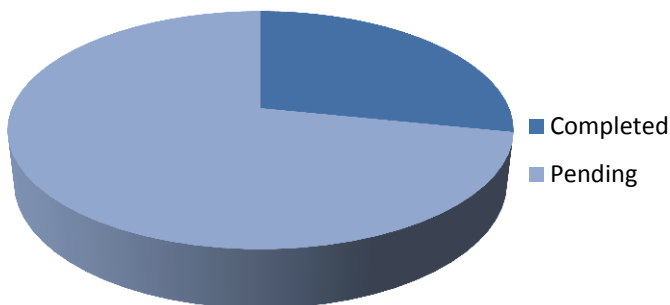


December is National Safe Toys and Gifts Month.

Noteworthy Safety Activities

- Attended monthly American Society of Safety Engineers and the Local Emergency Planning Committee meetings.
- Attended and assisted with Department/Division safety meetings.

Spot Inspections 2nd Qtr.



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