The February 2014 Gross Receipts Tax report is shown below. February reflects December business activity.

	<u>Month</u>	<u>YTD</u>
February FY14 GRT Received (Gross)	\$ 4,625,926	\$33,799,605
February FY14 Budget	\$ 4,766,991	\$31,872,972

#### **Budget to Actual**

Month of February (3.0%) Fiscal Year To Date 6.0%

**GRT - Major Sectors** 

## **Month-Over-Month Comparison**

## February - FY2014

Single Month	Feb. FY14	Feb. FY13	\$ Change	% Change
Mining, Oil, Gas	\$ 177,839	\$ 362,879	\$ (185,000)	(51%)
Construction	101,106	281,987	\$ (181,000)	(64%)
Manufacturing	195,483	158,098	\$ 37,000	24%
Wholesale Trade	179,806	277,616	\$ (98,000)	(35%)
Retail	2,128,875	2,215,912	\$ (87,000)	(4%)
Prof, Scientific, Technical	222,251	239,019	\$ (17,000)	(7%)
Healthcare & Assistance	338,459	340,102	\$ (2,000)	(0%)
Accommodations / Food Svc.	322,707	313,801	\$ 9,000	3%
Other Services	486,096	450,351	\$ 36,000	8%
Misc./ Unclassified	473,305	388,357	\$ 85,000	22%
Total	\$ 4,625,926	\$ 5,028,123	\$ (403,000)	(8.00%)

#### **GRT - Major Sectors**

## Year-Over-Year Comparison

#### July - February FY 2014

8 Month Period	FY14 YTD	•	FY13 YTD	\$ Change	% Change
Mining, Oil, Gas	\$ 1,687,432	\$	1,461,528	\$ 226,000	15%
Construction	1,631,759		2,122,363	\$ (491,000)	(23%)
Manufacturing	1,443,451		1,392,366	\$ 51,000	4%
Wholesale Trade	1,542,923		1,620,471	\$ (78,000)	(5%)
Retail	13,595,061		13,472,981	\$ 122,000	1%
Prof, Scientific, Technical	1,726,492		1,716,997	\$ 9,000	1%
Healthcare & Assistance	2,685,155		2,698,877	\$ (14,000)	(1%)
Accommodations / Food Svc.	2,548,306		2,462,807	\$ 85,000	3%
Other Services	3,761,618		3,605,675	\$ 156,000	4%
Misc./ Unclassified	3,177,408		2,886,015	\$ 291,000	10%
Total	33,799,605		33,440,079	360,000	1.1%

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

City Clerk February, 2014

- ≠ 50 new business registrations were issued during the month of February, 2014.
- **♣** 235 business registration renewals were processed.
- ♣ 577 delinquent notices were mailed to businesses that have not renewed their registration for 2014.
- ≠ 60 requests to inspect public records were processed.
- ♣ Eleven solicitor licenses were issued to Arm Security/Vivint (Ryan Rose, Kenneth Park, Jarrett Lipsey, Ryan Bell, Chase Palsson, Richard Shoff, Cody Engelhaupt, Dylan Bond, Steven Sloan and Scott Mendenhall) and one was issued to Wilson Company (Steven Wilson). Solicitor licenses are good for three months. Always ask to see a copy of the license before you consider purchasing an item or service from a door-to-door salesman. If they can't present one, call my office at 599-1170 or non-emergency dispatch at 334-6622 if it is after hours or on the weekend.
- ♣ Conducted absentee and early voting for the March 4, 2014 Regular Municipal Election. There were 455 early voters and 48 absentee ballots were mailed.

#### AGENDA ITEM LIST

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

#### 3/18/14 WS

Recognition of Tim Christensen for 28 years of service on ARB (Mayor)

Presentation of Procurement Award (Mayor)

Audit Report (Moss Adams)

MPO's Metropolitan Transportation Plan update kickoff (Delmagori)

Bid – Ammunition (Rose)

Bid – Street light poles (Dunn)

US 64 Annexation (Holton)

#### 3/25/14 CC

Proclamation – State Championship Day (3/25)

Reappointments to CRC (Charles Kromer & Mark Marquez (terms ending April, 2016)

#### 4/1/14 WS

Presentation on joint-intervention pilot program between PMS and FPD (Mike Renaud & Vince Mitchell)

Southwest Annexation (Holton)

Report on Fire Station #1 (Mayes & Baird)

#### 4/8/14 CC

Closed/Open – RFP – Pavement Management Program (Potter)

#### 4/15/14 WS

Budget Hearing #1 – Introduce FY15 budget & discuss CIP (Mayes)

## 4/22/14 CC

#### 5/6/14 WS

Budget Hearing #2 – Discuss amendments to FY15 Budget (Mayes)

<sup>\*</sup>Bid – Lakewood Detention Facility (Potter)

<sup>\*</sup>Bid – Porter Arroyo Detention Facility (Potter)

#### **Administration Activities:**

- 1. Staff continues working on two annexation proposals.
- 2. Departmental staff attended the Smart Growth Conference in Denver.

### **Building Inspections Activities:**

## Permits were issued for the following projects:

- 1. New office building for Gary Risley, 2705 Rabbitbrush Drive.
- 2. Interior remodel for Mesa Barber Shop, 721 Ute Street.
- 3. Buffalo Wild Wings, 2700 East Main Street.
- 4. Tenant improvement remodel and entry addition for Texas Roadhouse, 4601 East Main Street, Space 190, in Animas Valley Mall.
- 5. Interior remodel for Wal-Mart, 4600 East Main Street.
- 6. New McDonald's, 1608 West Main Street.
- 7. Eleven (11) building permits for new single family residences.

## Plans are currently under review for the following projects:

- 1. New Laundromat for Seven Two Eleven Food Stores, 1800 East Murray Drive.
- 2. Interior remodel for Desert Heights Community Church, 1835 East Main Street.
- 3. Tenant improvement remodel for Peterson Properties, 3000 East 20th Street, Suite "B".
- 4. Preliminary plans for an interior remodel for Craig Nelson, 1100 Hutton Avenue.

The Division issued a total of 78 building permits with a valuation of \$7,065,115, completed 4 final inspections on nonresidential construction, 4 final inspections of new single family residences, and performed a total of 627 inspections.

### **Planning Division Activities:**

1. Staff accepted, reviewed, processed, and/or presented the following: 2 rezone petitions; 4 SUP petitions; 1 preliminary plan; 3 ARB variance petitions; 1 temporary use permit; 13 summary plats; 3 zoning verification letters; 1 liquor certification; 14 business license zoning verifications; 2 address verification/assignments; 1 electrical affidavit; 16 UDC violation complaint inspections; 5 UDC violation complaint re-inspections; 3 zoning code violation letters; 2 public records requests; reviewed 78 sets of building permit plans for UDC compliance; and, met with 84 counter visitors to answer inquiries and/or approve permit plans.

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

1. Staff continued to develop the community needs assessment report, and has started developing the fair housing perceptions report, both in preparation of developing the 2014-2018 CDBG Consolidated Plan.

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

- 1. On February 27, the Technical Committee recommended approval of Amendment #5 to the FFY2014-2019 Transportation Improvement Program, the Complete Streets road typologies and land use context areas, and a list of functional classification changes to NMDOT.
- 2. The calibration/validation of the 2010 base year model and completed initial calibration of the 2025 midrange and 2040 long range models was completed.
- 3. Staff participated in an 'Accessibility & Mobility' working group workshop on February 4 as part of NMDOT's long range plan update.
- 4. For the MPO long range plan update, a stakeholder meeting was held on February 5 and additional public meetings were held on February 3, 6, & 11.
- 5. The Complete Streets Advisory Group began developing design guideline road sections at their meeting on February 19.

#### Administration

- 1. FY15 Budget Preparation.
- 2. Attended ribbon cutting for large expansion of FEUS' large customer Praxair, Inc.

#### **Business Operations**

- 1. The Reclamation Trust Investment Committee met and unanimously approved all SJGS participant 2013 Annual Funding Status Reports.
- 2. Met with Finance to coordinate Work Order/Accounts Receivable procedures.
- 3. Met with Electric Engineering, Finance and Line Dept to modify nomenclature for FEUS Work Order assemblies to match industry standards.

#### Customer Care

- 1. Toured San Juan Plaza to correct Sanitation billings.
- 2. Presented results of APPA Customer Service survey with FEUS comparison to PUC.

#### Compliance - NERC/WECC, Environmental, Safety:

- 1. Submitted Bluffview's recently re-issued Title V air quality permit semi-annual report
- 2. Animas plant greenhouse gas emissions inventory/report 2013 submittal to EPA e-GGRT database completed on February 24, 2014
- 3. Submitted 2013 WECC/NERC Self-Certification.

#### **Engineering:**

- 1. 115kV transmission connections to Vista Substation are complete.
- 2. RFQP for Engineering Services, #14-103074 was published Feb 23, 2014
- 3. Lee Acres relay work for the new transformer is complete. It will be energized pending completion of Vista feeder exists scheduled to be completed this month.

## **Transmission and Distribution:**

### Construction/Maintenance:

- 1. Completed moving circuit tie-switch 4163 from private property for access problems during outages.
- 2. Completed 23,000' re-conductor from Pine River Sub to San Juan Sub.
- 3. Completed new electric service connections to 4 Devon wells in Middle Mesa.
- 4. Completed quarterly substation battery maintenance.

## Relay/Meter:

- 1. Testing/commissioning of Sullivan 115kv protective relays.
- 2. NERC/FERC protection system testing for West Loop substation.
- 3. Continuing tampering and damaged meter checks on long term inactive accounts.
- 4. Started meter verifications on Lakeview Substation circuits.

## **Generation:**

- 1. Bluffview Air Inlet system commissioning still in progress. Electrical cable fire occurred during new system commissioning on 2/12. GE still in process of revising electrical equipment and cable routing design. Anticipated timeframe for next commissioning attempt in late March/early April.
- 2. On-going SJGS BART Settlement Mediation meetings. Next meetings are 3/17-18.
- 3. Canyon Hydro Navajo runner fabrication continues on schedule.
- 4. Monitoring on-going BV economizer tube leak.

## Fuel Sales & Purchases:

1. Animas total estimated gas sale -7,000 mmbtu: Bluffview total estimated gas sale -2,500 mmbtu.

### **Control Center:**

- 1. Compliance self-certifications were completed and returned for 2013. Recertification as a TOP completed due to the upgrade of the SCADA/EMS system.
- 2. IVR/OMS was approved by City Council, currently in negotiations with vendor.
- 3. EMS staff working on Cyber-Vulnerability mitigation.

#### **System Outages:**

1. Sullivan circuit 603 locked out affecting 1270 customers for 45 minutes. A 3 phase transformer bank failed, all 3 transformers and cutouts had to be replaced.

## **Operating Statistics:**

Animas Plant MWh:12,635 Bluffview Plant MWh:36,588 Navajo Plant MWh:4,531 San Juan Plant MWh:22,125 WAPA MWh: 9,268 Purchase MWh: 4,359 Average Purchase Price: \$ 68.85 /MW Purchased Power cost: \$300,108 Peak Demand MWh: 155 incr(decr): (3.13)% Monthly System Energy MWh: 88,940 incr(decr): 3.85%

Fire Department February, 2014

CALL TYPE	NUMBER OF RESPONSES	
Structure Fires	3	
Vehicle Fires	1	
Brush/Grass Fires	2	
Rubbish/Dumpster Fires	4	
Other Fires	2	
Rescue/Emergency Medical	391	
False Alarms	37	
Mutual Aid Given	1	
Hazardous Materials Response	9	
General Hazard Response	5	
Other Responses	190	
TOTAL	645	

#### **TRAINING**

- EMS Shift Training: Geriatric Patients, taught by RN Wilson.
- Firefighter: 1 3/4" and 2 ½" hose line advances, in station training.
- Engineer: Aerial operations and quick attack hands-on training, taught by shift engineer proctors.
- Officer Development: FFD members attended a 3-day course on incident command skills development (Blue Card CTC Lab).
- Technical Rescue Team, quarterly training: Trench rescue, conducted with OMI.
- Technical Rescue: Equipment maintenance conducted by B-Shift personnel.
- Hazardous Materials: Equipment maintenance conducted by C-Shift personnel.
- Wildland Team: Equipment maintenance conducted by A-Shift personnel.
- FFD members attended an ICS-400 class at San Juan College.
- FFD members attended a Fire Investigator 1 class at San Juan College.
- FFD members attended an EMT Basic class at San Juan College.

#### *MISCELLANEOUS*

- Numerous public events, station tours, and fire safety talks.
- Performed radio evaluation from multiple manufactures, worked with Office of Emergency Management (OEM) and County Fire.
- Participated with the National Guards' 64 CST (Civil support team), in a HazMat based drill.
- On-going fire company business inspection program.
- FFD members participated with S.W.A.T. monthly training activities.
- FFD members, in coordination with the Police Department and the OEM, performed hazard assessment and trainings for the Farmington Schools.
- Participation in the update of the Emergency Operations Plan.
- San Juan College EMT students performed ride-alongs with FFD, as a required portion of their class.
- Quarterly Medical direction meeting.
- APS' homeland security mapping tool of facility presentation for local public safety entities.
- Library meeting to discuss Bomb/Fire/and Active Shooter plan revision.
- City budgetary meetings.
- Meetings with HR and New Mexico Workforce on altering FFD's hiring practices.
- Every 15 minute planning meeting, for Farmington Schools.

	(Yearly Totals Are Calendar Year)
Vehicle Maintenance Division:	•
<ul> <li>Vehicle Job Orders Completed</li> </ul>	555
• Service Calls Completed	18
Building & Maintenance Division:	
<ul> <li>Active Job Orders</li> </ul>	225
<ul> <li>Completed Job Orders (Month)</li> </ul>	113
• Completed Job Orders (YTD)	267
Red Apple Transit Division:	
• Ridership (Month)	11,120
• Ridership (YTD)	22,216

## Maintenance Projects:

- New communications line installed at Childhaven
- Compressor and air added to fueling area at MOC for city vehicles
- New refrigerated air installed for Electric's equipment room
- Foundation completed for addition at Fire Station #5

## **Status of Construction Projects:**

- Animal Shelter: The crematory unit has been completed. Training took place for three days starting Feb. 24<sup>th</sup>. Technician determined that one of the links in the stack can be removed.
- Museum Expansion: A ribbon cutting was held on February 26<sup>th</sup> for the new exhibition galleries and collection storage areas. A temporary certificate of occupation was issued. The final CO is pending the completion of the snow melt system to be installed on the north side of the barrel roof which could see significant snow build up.
- Fire Station #1: The architect is scheduled to come to the April 1, 2014 work session to present changes made to the design. A summary of changes for a 2<sup>nd</sup> bidding attempt will be outlined.

Four Corners Regional	Airport		February, 2014
(Percentage Change YTD)			
Enplanements:	795	Down 36.67 %	
Deplanements:	831	Down 33.73 %	
Air Traffic Operations:	2531	Down 10.6%	
Fuel Flowage (gallons):	32,272	Down 17.2%	
Car Rental Revenue (Jan):	\$10,000	Down 0.8%	
Restaurant:	\$1500	Flat	

## **PERSONNEL DIVISION**

Job Openings:

- Regular/Full-Time 13
- Temporary/Seasonal 12
- Inter-City Regular/Full-Time 2
- Inter-Department 4
- Inter Division 1

## Total = 32 open positions

Terminated Employees: 6 Full-time; 4 Temporary/Seasonal New Employees Hired: 2 Full-time; 5 Part-Time/Seasonal

## **PAYROLL**

PP# 4		PP# 5	
Direct Deposits	857	Direct Deposits	858
Regular Checks	80	Regular Checks	84
Total Checks printed	937**	Total Checks printed	942**
Gross Pay	\$1718656.01	Gross Pay	\$1703716.16
Net Pay	\$1107565.83	Net Pay	\$1101893.28
Regular Employees	719	Regular Employees	715
Temporary Employees	219	Temporary Employees	222

## **HR GENERAL**

- Clean up Administrative Regulations related to Pay Plan- New Regulations
- Coordinate Supervisor Training in conjunction with San Juan College
- New Orientation Outline created- Move to implement
- E-mail pay stub option available.

<sup>\*\*</sup> Note: This includes supplemental and garnishment/child support checks

<sup>\*\*\*</sup> Note: This includes supplemental checks for clothing allowance for Police and Fire.

## Application Services (Helpdesk/Training) Division

## **Departmental Help Desk Ticket Counts**

Tickets created: 306Tickets closed: 271

• Average satisfaction rating of **4.7** (out of 5) based on **70** responses received.

#### Other Activities

- Mike made changes to the code behind several internal websites to resolve issues or add functionality
- Mike researched a request to omit zero-balance accounts from the in-house detail budget report
- Lauren participated in budget planning and entry for FY 2015
- Lauren assisted in preparation for the municipal election
- Deployed a new KBOX Agent version to PCs running the Agent
- Training and research on the iSeries server

## GIS Services Division

### **Map Projects**

- Main and Beckland intersection black line for Traffic Engineering
- Updated Outside Routes for Red Apple Transit System
- City Speed Zone Map Update
- River Walk Updated map
- Main Street ROW for Traffic Engineering
- Updated Street Map for Community Development
- Fire Hydrant and River Corridor map for Fire Department Administration
- Other Data
- 78 New/Updated Addresses in Address Point Data
- 9 New Streets in Center Line Data
- Created custom centerline report for Public Works Director

## Infrastructure Services (Enterprise Services) Division

## **Daily Enterprise Operations and Tasks**

- Daily dispersion of helpdesk calls and requests for computer issue resolution.
- Performed daily tasks of enterprise system operation, maintenance, and recovery.
- Setup Server and worked with vendor on Municipal Election system.

## **Application Development and Projects**

- Continued work on Disaster Recovery Phase 2 Project.
- Continued work on Data Center upgrade and implementation.
- Continued sorting through old and outdated IT Equipment in preparation for renovation and Data Center optimization.

## <u>Technical Services (Computer Operations) Division</u>

## **Continuing projects:**

- Folder Structure (Energy server)
- KBOX Agent Push (Cleanup errors)
- Configuring New PC's for various Departments
- 12 new computer installs, 5 Laptops
- 2 New Printers
- Water Rights Database
- Volunteer Database (PRCA)
- PD Bullpen P2P (card reader) install and setup
- Fiber Projects (85%)
- Extreme Network Training
- Fiber to Indian Center New switch

## **Completed projects:**

- Setup New Users
- Completed helpdesk calls for various departments.
- Many quotes for new computers
- 2 workstation Hardware Failures, 0 server crash, 1 monitors
- Setup phones and computers for 2 New Department Heads
- 2 Computer Rotation setups
- 2 New Printer Setups, 0 plotter
- 0 Virus infections 1 Malware
- 5 New PC installs
- 2 New Laptops
- Moved Executime clock MOC

#### **Police Support:**

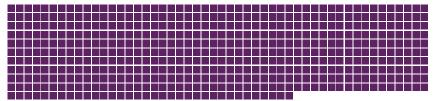
- 561 trouble calls (15 call outs)
- 166 Video requests (34 internal, 132 external)
- 4 Server PMs.
- 16 PC PMs.
- 21 Laptop updates.
- Setup 6 new laptops
- Setup 3 new PCs.
- Added 2 new users.
- Deleted 4 users.
- Added 8 Body worn cameras
- Upgraded 4 users to smartphones
- Changed and matched 18 user passwords (domain/AS400).

- Fiber to Senior Center Annex New switch
- Order more Computers
- Training
- Upgrade Firmware on Extreme Switches
- Upgrade Sites to 440 Extreme Switch
- Communication Manager Upgrade 6.0
- Museum Expansion
- MOC Expansion 12 new phones
- Move Museum Phone/Network equipment
- New Wireless Devices (5) PD-Safety City
- Polycom Device for Safety City
- Water Treatment II Gate Connectivity (85%)
- New Computers Fire (7/8)
- MOC Expansion Installed new switch and moved phones and made data drops hot
- Configured switch for Gateway Museum and installed
- Removed MM340 T1 cards from network
- Installed switch and moved Reg2 to Fiber
- Installed new switch and moved Crime Lab to Fiber
- Reconfigured 3 G350 for new subnets
- Gmail Training for Fire
- New PC's for Lieutenants (Fire 1,2)
- Election Training
- P2P Configuration for PD bullpen to PD
- Several phone issues and office moves
- Completed monthly LInX audit.
- Assisted Computer Operations in upgrading Crime Lab and Region 2 to fiber network.
- Continuing Preliminary Planning and estimates for New World upgrade.
- Continuing Quarterly Preventive Maintenance Program for PCs and Laptops.
- Completed FY15 budget process.
- Started upgrade project for aircards (26 complete).
- Stared Multipurpose room presentation system upgrade (10% Complete)

Library February, 2014

## LIBRARY VISITORS

■= 50 people



Farmington Public Library - 26,668 (Daily Average 1,067)

Shiprock Branch Library - 1,516 (Daily Average 80)

Power Library - 771



"I love the library and have had nothing but pleasant experiences and encounters at the library and with the staff over the last 8-10 years. I consider the library as one of Farmington's greatest assets. I do not believe enough residents really understand what a gem we have in our local library." - Jason

# COMPUTER USERS

**=** 50 people



Farmington Public Library - 5,088 (Daily Average 204)

22222222

Shiprock Branch Library - 507 (Daily Average 27)

Power Library - 277



This Month - 33 (Volunteer Hours - 85)

This Month Last Year - 7 (Volunteer Hours - 57)

FARMINGTON PUBLIC LIBRARY www.infoway.org

# **OPEN HOURS**

Farmington Public Library.......230
Shiprock Branch Library.......76
Power Library.......34

# **CHECKOUTS**

Daily Average 1,194

Farmington Public Library



Daily Average 16 312

Shiprock Branch Library



3,224



Daily Average 101

2,516

Wifi is only available at Farmington Public Library

"The ladies at the circulation desk were very helpful. I'm glad they have a smile, its great to see they enjoy their job helping customers. Thank you ladies for your great customer service:)"

- Samantha

# LIBRARY PROGRAMS

Farmington Public Library







		(Month last year)	(Month this year)	
Aquatic Center	MLY	MTY	YTD FY13	YTD FY14
Lifeguard Certification	N/A	12	12	22
Swimming Lessons	90	112	585	608
Public Swimming Single Payment	1,752	1,476	18,152	17,430
Public Swimming Pass Users*	425	155	4,157	1,656
Aquacise (Lions)	362	295	3,517	3,097
Arthritis (Lions)	115	117	897	1,088
Beach Party	220	230	220	230

Note: The drop in aquacise at Lions Pool has not affected our annual revenue at this time, we are \$3,000 ahead of where we were last year at this time. Neither has the drop in pass users at the Aquatic Center affected revenue, we are only down \$2,000 from last year to date.\*In June of 2012, we promoted half price pass sale which increased the number of pass holders per family. Lions Pool was closed for 3 weeks during FY13 to re-plaster pool surface. We received \$4,000 in grant funds from "Make a Splash" which has allowed us to give 66 children 2 free swimming lesson sessions.

Bonnie Dallas	MLY	MTY	YTD FY13	<b>YTD FY14</b>
Congregate Meals Served	3,692	3,600	28,706	29,607
MOW Deliveries*	2,349	2,493	17,724	19,685
Silver Fitness Center	843	664	4,352	5,045

Note: Currently the Silver Fitness Center has 543 members on the database; February is down because we have a lot of snow birds that go to Arizona. The Silver Fitness Center enrolled 15 new members, and the lunch program added 50 new members. In February over 400 seniors attended the Valentines Dinner and Dance. Tax Aide is going strong and we are seeing 30 to 40 seniors on Mondays and Thursdays.

Civic Center	MLY	MTY	YTD FY	13 YTD FY14
Clint Black	N/A	1200	N/A	N/A
Rhythmic Circus	N/A	250	N/A	N/A
District Science Fair	N/A	225	N/A	N/A
Room Rentals - Paid Events	35	73	453	526
Free Events/Meetings	55	33	391	508
<b>Crouch Mesa Community Center</b>	MLY	MTY	YTD FY13	YTD FY14
Daily Use	494	493	1,726	2,930

Note: CMCC is located at 4500 Wildflower Mesa Drive and operating hours are 3-6pm Monday through Friday and 10-6pm on Saturday. Students enjoy the facility's daily mystery activity, small computer lab and library, as well as a ping pong & foosball table. "Keep it Clean" classes are offered the third Tuesday of every month from 3:30-4:30pm.

Farmington Clean & Beautiful	MLY	MTY	YTDFY13	YTDFY14
Keep It Clean at SPCC	4	11	60	64
Keep It Clean at CMCC	9	0	56	80

<u>Note:</u> Previous months reported number of events only; beginning in February moving forward, numbers will reflect attendance. Keep It Clean at CMCC shows 0 due to no program being presented for the month.

Farmington Regional Animal Shelter	MLY	MTY	YTD FY13	YTD FY14
Intake Dog / Cat				
Owner Surrender		129 / 38		274 / 113
O/S Return		3 / 1		5 / 1
Stray		145 / 79		291 / 154
Seized		6 / 1		14 / 2
Service In		0 / 0		0/0
TOTAL	300 / 106	283 / 119	638 / 272	585 / 270
Outcomes Dog / Cat				
Adopt	89 / 13	103 / 61		182 / 105
Transfer		102 / 29		247 / 64
Return to Owner (RTO)		32 / 2		68 / 6
Euthanized	17% / 49%	41 / 54		79 / 139
Died		2/0		2 / 1
TOTAL		280 / 146		578 / 315

<u>Note:</u> Adoptions have increased significantly. Average at old shelter was 2-3 adoptions per day. For December and January at the new facility adoptions averaged 4 per day. February average was 5.8 adoptions per day. Euthanasia has been for medical or behavioral reasons, not space. Dr. Raichel started as the shelter veterinarian on February 11th. Crematorium was installed and the shelter began using it the last week of February.

Indian Center	MLY	MTY	YTD FY13	YTD FY14
Indian Center Total Customers	2,311	2,625	14,059 16,103	
Restaurant Customers	1,837	2,232	21,162	24,364

<u>Note:</u> Overall service, word-of-mouth, radio and Facebook have contributed to the increase of customers served in FY 14. No special events were held in the month of February. Thirty-nine volunteer's hours were provided by community members in the month of February. Miss Indian Farmington applications for the June pageant are now available.

#### Marketing

#### **Special projects:**

- -Completing final details for the mass mailing and distribution of PRCA Gateways Program Guide.
- -Continuing to work on various tasks for Animal Welfare Celebration, Home Show, & San Juan County Kidfest.
- -Working to complete Accreditation assignments.

**Note:** Continuing to execute ongoing Marketing responsibilities

Museum	MLY	MTY	YTD FY13	YTD FY14
Museum General Attendance	3,952	5,027	97,393	78,792
Volunteer Hours	222	313		
Museum Store Revenue	\$1.703	\$1.808		

<u>Note:</u> The Farmington Museum held the ribbon-cutting and open house for the new wing on Feb 26th with over 200 visitors in attendance. The Riverside Nature Center hosted a photography exhibit titled "Wetlands Winter" featuring winter scenes of the river parks. E3 Children's Museum & Science Center celebrated Dr. Seuss with "Seussabration" a week-long activity filled event with all things Dr. Seuss.

#### **Parks Operations**

**Seasonal Maintenance:** Tree trimmers continue to trim trees on Main Street. Crews continue to apply pre-emergence pesticides to keep weeds seeds from germinating.

**Construction/Maintenance:** American Fence Company began construction on automatic gates at the Sports Complex that will work on timers. Baseball and tennis games began.

**Training:** Two employees continue training to become Master Gardeners. 10 employees attended a one day training & received CEU's for pesticide licenses.

Job Openings: After interviewing candidates, the Parks Maintenance Worker I position was filled.

Graffiti Reports: 66 out of 68 work orders were removed or painted over; 2 work orders are awaiting owner permission.

Pinon Hills	MLY	MTY	YTD FY13	YTD FY14
Golf Rounds	1,165	1,605	18,277	19,178
Pro Shop Comm + Net Profit	\$441	\$1,503	\$10,571	\$12,359
Food & Beverage Commission	\$606	\$880	\$24,768	\$25,870
Golf Revenue	\$28,982	\$39,662	\$507,560	\$506,130
Total Facility Revenue	\$31,029	\$42,045	\$542,899	\$544,359

**Note:** Another great month of weather kept the golf course busy. FY14 has surpassed FY13 in total revenue as well as golf rounds. February was bolstered by owning the pro shop for the final 10 days of the month, so we received 10% commission for the first part of the month, and made a net profit of \$1,077 after taking over on February 18th.

#### **Parks Planning**

**Median Inventory:** Compiled complete listings spreadsheet of all medians within the city. Headings included street names, street locations, sponsored (Y/N), sponsor name, and landscaped (Y/N).

**Accreditation Report:** Continued revisions on Chapters 2 and 7 of the Accreditation report.

**Transportation Alternative Program (TAP):** Continued coordination with NMDOT staff for grant requirements on the Southside River Road Trail Grant.

Wildfire Protection: Meetings continued with the Farmington Fire Department and County Agents on Wildfire

Eradication in targeted park lands, i.e. Anesi Park and Westland Park. Collectively, over 100 acres of non-native trees, i.e. Russian Olives, will be removed from these various parks.

Recreation Center	MLY	MTY	YTD FY13	<b>YTD FY14</b>
Racquetball Courts	1,258	1,600	5,322	5,733
Gym:				
<ul> <li>Open</li> </ul>	426	381	3,627	3,829
<ul> <li>Programs</li> </ul>	746	1,167	6,151	7,084
Customer Contacts (counter)	375	319	3,617	4,055
Special Events/Athletics				
<ul> <li>Family Bingo &amp; Pizza Night</li> </ul>	15	23	44	101
<ul> <li>Saturday Night Fun</li> </ul>	15	9	32	32
<ul> <li>Valentine Family Craft Workshop</li> </ul>	17	14	17	14

**Note:** Coed and Women's Volleyball leagues began post season tournament play in February.

Sycamore Park Community Center	MLY	MTY	YTD FY13	<b>YTD FY14</b>
Adult Activities	119	194	853	1,337
Kid's Activities	416	650	3,735	6,249
Facility Rentals	65	64	638	686
Visiting Patrons	5,634	6,945	55,271	66,349
Cupcake Wars & Craft Fair	658	569		
Daddy Daughter Ball	220	235		

<u>Note:</u> The increase in visiting patrons is attributed to more daily visits and increased activity participation. Cupcake Wars & Craft Fair event visitors were down this year, those that attended said they didn't see it well publicized.

Police Department February, 2014

## **Statistics**

There were **5,347** calls for service, and **497** Offense Reports taken in the month of February. The department made **444** adult arrests (**44** were DWI), and issued **64** Municipal Citations. There were **208** warrants issued through the department, and **119** of them were either served or cancelled. Of the **208** arrest warrants, **89** remain active.

## **Traffic**

140 Accidents were processed and of these, none were fatal, 28 had injuries reported, 61 reported only property damage, and 11 were hit & run reports. 1,155 traffic citations were issued along with 567 warning citations.7 of the 140 accidents were alcohol related.

## **Events**

On February 5<sup>th</sup>, at approximately 0230 hours, officers were dispatched to shots fired call in the area of 32nd and Western. Officers arrived on scene and found the residence located at 3107 Western Avenue had been shot at from a motor vehicle. Five shell casings were recovered in the roadway, consistent with five entry points at various locations on the house. Drug paraphernalia was recovered in the house, and the investigation is ongoing.

On February 13<sup>th</sup>, at approximately 1239 hours, officers were dispatched to the Citizen's Bank, 500 West Broadway on a reported bank robbery. One Native American male described as being in his mid-20's, entered the bank and handed a note to a teller. The teller turned over some money and the suspect fled westbound from the area. The FBI assumed the investigation.

On February 25<sup>th</sup>, area law enforcement agencies in cooperation with the Department of Homeland Security conducted a county wide search and arrest round-up of suspects related to a year-long Region II investigation titled Operation Brown Ice. Over 20 defendants were arrested on drug and firearm related charges.

- Foothills Enhancement Project Holmes Drive to Lakewood; public meeting scheduled March 6<sup>th</sup>, 7 pm at Country Club Elementary, 5300 Foothills Drive.
- Piñon Hills Boulevard East -- Bohannan-Huston engineering/design ongoing; Phase 1 construction plans in process;
   NMDOT -- FY2015 for intersection and construction of roadway to Hubbard (STIP -- \$3 million); seeking NMDOT approval to acquire right-of-way takes on the north side of Piñon Hills Blvd / Main intersection; appraisal on hold; preparing design reimbursement request; public meeting to be held on March 20<sup>th</sup>, 7 pm at Gateway Museum on E. Main Street.
- Storm Cleanup: *FEMA 2010* all work complete; preparing final 15 summary reports out of 120 projects; 5 additional reports completed in February.
- Storm Cleanup: September 2013 Event Street division crews continue sweeping, blading, and cleaning street crossings. Consolidated Constructors completed Hubbard Pond debris removal, while crews continue debris removal in Hood Arroyo between Crestwood and Pinecroft; and, installing new storm drain on East Main Street between Hannon and the open channel north of Great Harvest Bread Company. FEMA continues site assessments.
- Miscellaneous projects: La Plata Highway waterline project: received BLM permit, awaiting NMDOT permit after additional data requested by NMDOT; McColm sewer line replacement project -- 98% complete.
- NMDOT FY13 MAP Project Apache Street Resurfacing, Auburn to Butler; complete, awaiting NMDOT reimbursement.
- COF Master Drainage Plan: HDR Engineering kick off meeting for Alternatives Evaluation Workshop was held in January; February 27 brainstorming session held discussing the scoping of action item list along with other locations.
- SAFE ROUTES TO SCHOOL: *Phase 1 Infrastructure* includes sidewalk improvements for Apache, McKinley and NE Elementary schools, design completed, received NMDOT approval for bid process; *Phase 2 Infrastructure* includes sidewalk improvements for Animas and McCormick Elementary schools; Lee Engineering completed design; received NMDOT approval for bid process. Anticipated bidding for projects spring 2014 with construction summer 2014.
- East Main Adaptive Traffic Signal Control System: all engineering work is complete; request for PIF (Public Interest Finding), sole source, purchase submitted to FHWA for approval.
- Farmington Reach Navajo Municipal Pipeline Project: Public Works and Legal staff working with BOR in preparing Transfer of Title and Operations, Maintenance and Replacement Agreements as required by Congress; anticipated completion Oct. 2014.
- Traffic crews continue routine signal maintenance, sign straightening and signal communications upgrades. Sign Replacement project -- ongoing. Parking lots at the Aquatic Center, Museum, Vets Park, Civitan Golf Course, Highland View Park, Fire Station 2, Senior Center, Senior Center Annex, Kiwanis Park and the Children's Museum were all painted. Piñon Hills/Dustin traffic signal foundations have been poured, pull boxes installed and conduit for advanced loops were installed project on schedule for completion April 1, 2014. Staff continues working with vendor on proper integration between existing traffic software and new Police Department software, Lexis/Nexis Ecrash. Evaluations are underway for additional left turns on Main Street at English and Beckland.
- Streets: Heavy Equipment and truck crews continue rebuilding and blading dirt streets after the rainstorms and hauling materials as needed. Crews completed dirt work at the Sports Complex. Asphalt crews are patching street cuts with recycled asphalt and continue repairing potholes with pothole machine or bag mix. Sweepers are sweeping residential areas and arterial streets. Roadside crews are cutting weeds, picking up trash, spraying herbicides on concrete medians, around guard rails, gravel medians and right-of-ways. Concrete crews continue repairing sidewalk and curb and repairing washed out areas, weather dependent. Snow and ice removal continues, as needed.

Safety February, 2014

## **Compliance Division Activities:**

• Attended a variety of city department safety meetings and responded/conducted training in response to requests.

- Training sessions:
  - o Noise & Hearing Conservation
  - o Employee Drug & Alcohol Free Workplace Policy
  - Hazard Recognition
- Conducted Spot inspections, Incident Investigation, JHAs, and reviewed incident reports.
- Attended the Travelers Insurance Seminars on Law Enforcement Liability and Fundamentals Risk for Government Entities at the SJC Sheriff's Department.

## **February Incidents:**

7 Incidents reports received with 2 of them OSHA recordable:

- General Services 1
- PD 1

YTD OSHA Recordable incidents: 7

	Previous Month (Jan)	Current Month (Feb)	Year To Date
Incidents Reported	14	7	21
OSHA Recordable	5	2	7