

**SANTA FE COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
**MEETING**

**April 24, 2018**

Anna Hansen, Chair - District 2  
Anna Hamilton, Vice Chair - District 4  
Ed Moreno - District 5  
Henry Roybal, Chair - District 1  
Robert A. Anaya - District 3 [excused]

SFC CLERK RECORDED 05/31/2018

**SANTA FE COUNTY**

**REGULAR MEETING**

**BOARD OF COUNTY COMMISSIONERS**

**April 24, 2018**

**I. A.** This regular meeting of the Santa Fe Board of County Commissioners was called to order at approximately 2:23 p.m. by Chair Anna Hansen in the Santa Fe County Commission Chambers, Santa Fe, New Mexico.

**B. Roll Call**

Roll was called by County Clerk Geraldine Salazar and indicated the presence of a quorum as follows:

**Members Present:**

Commissioner Anna Hansen, Chair  
Commissioner Anna Hamilton, Vice Chair  
Commissioner Ed Moreno  
Commissioner Henry Roybal

**Member Excused:**

Commissioner Robert A. Anaya

**C. Pledge of Allegiance**

**D. State Pledge**

**E. Moment of Reflection**

The Pledge of Allegiance was led by Susan Garcia, the State Pledge by Tori Gallegos, and the Moment of Reflection by Audrey Esquibel of the Human Resources Department.

**I. F. Approval of Agenda**

**1. Amendments**

**2. Tabled or Withdrawn Items**

KATHERINE MILLER (County Manager): Madam Chair, the amended agenda was posted at 4:35 pm on 4/19 with these amendments: On page 2, Action item III. B. 1, Resolution for the annual liquor tax, the caption was corrected. On page 3, under item IV. Santa Fe County Board of Finance, item D, the caption was corrected there, and then the resolution to approve the investment policy and repeal former policies, that item was added. And then on page 4, under Matters from the County Manager, item VI. A. 3,

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continued discussion and possible direction on the FY 19 budget, that item was added. And then under Matters from the County Attorney, item IX. A. 2, rights-of-way agreements, that item was added. And those are all of the amendments, tabled or withdrawn items that I have from the original agenda.

COMMISSIONER HAMILTON: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Hamilton.

COMMISSIONER HAMILTON: I move approval of the agenda as amended.

COMMISSIONER ROYBAL: I'll second.

CHAIR HANSEN: And a second from Commissioner Roybal.

**The motion carried by unanimous [4-0] voice vote.**

**I. G. Approval of Minutes**

**1. Approval of March 27, 2018, Regular Board of County Commission Meeting Minutes**

CHAIR HANSEN: Does anyone have any changes besides me? Okay. On page 3, right above item 2, we have Chair Hansen, then Commissioner Anaya and then Chair Hansen. I believe Commissioner Anaya should be Commissioner Roybal, because Commissioner Anaya was up above and said, Commissioner Roybal, if you will look on page 3, I'm almost positive that you said those words. It's right above 2 and it says Commissioner Anaya. Page 3 of the minutes.

COMMISSIONER ROYBAL: Yes.

CHAIR HANSEN: So Commissioner Roybal agrees with me. He spoke and said that. Then on page 34, last paragraph, third line down, middle of the paragraph, starts with "they take their bikes up to the road or simply do not ride. I believe that should be do not "ride" because of their fear.

Then page 46, sixth paragraph down, three lines from the bottom, and since I got this opportunity as a professional photographer, I think instead of "of the" I said "as a." That is all the changes I have. Could I have a motion to approve?

COMMISSIONER ROYBAL: So moved.

COMMISSIONER HAMILTON: Second.

CHAIR HANSEN: Commissioner Roybal approved and Commissioner Hamilton seconded.

**The motion carried by unanimous [4-0] voice vote.**

**I. H. Employee Recognition**

**1. Recognition of New Santa Fe County Employees**

MS. MILLER: Thank you, Madam Chair. First of all, I just would like to recognize new Santa Fe County employees, and if I name anybody on this list, because it's a fairly long list, but if I name anybody that is here please stand up and just raise your hand so that the Board can actually acknowledge you. In the month of March we had

quite a few new hires, between March 1<sup>st</sup> and March 31<sup>st</sup>. In the IT Division of the Manager's Office we had Gabriel Rogers. In the Clerk's Office, Kelsie Leavitt. In CSD we had a driver, Richard Godinez and also Marie Moya, a nutrition inventory specialist.

In Growth Management, our Open Space resource management specialist, Margaret Darr. In Public Safety/Corrections, let me go through a list that started there last month, Fatima Avila, Angelina Vigil, Joshua Calzadillas, Donnie Gutierrez, Augustus Lesperance, Alfonso Martinez, Alicia Perea, Miguel Perez, Gabriel Santiago – they're detention officers or booking clerks. And then in our life skills workers, Eric Coca and Shawn Haufe, and a registered nurse, Emily Torres.

Then in our Fire Department, Steven Beecraft and Clark Thomas as volunteer firefighters, and in our dispatch center, Craig Hamilton. In Public Works we have Marcus Barela in the auto parts area, and Justin Martinez, Dante Quintana and Carlos Ruiz in our Utilities Department. And then in the Sheriff's Office, Christopher Allen, Robert Blea, Anthony Segura and Teddy Lopez. I'd just like to welcome them to Santa Fe County and hope that they enjoy working here.

CHAIR HANSEN: Thank you, Katherine. Yes, welcome all the new employees to Santa Fe County. We are happy to have you here. If you're not in the audience, I hope you can hear me on the TV. We think Santa Fe County is a great place to work and so welcome.

#### **I. H. 2. Recognition of Years of Service of Santa Fe County Employees**

MS. MILLER: Madam Chair, Commissioners, as you know, we value not only getting new employees but retaining other County employees once they've stayed here for the long term. It means a lot to us if they stay and keep their knowledge base and skills working here at Santa Fe County and being put to effective use. So every time an employee hits a five-year mark they're just recognized for those five years of continuous service with Santa Fe County. This past month we had several people hit a five-year milestone and in Corrections, we had Jared Apodaca hit a five-year mark. Gertrude Archuleta in Community Services. Leo Leyba in Projects and Facilities, Isaac Romero in Projects and Facilities.

Then in Utilities, Justine Francisco and Jane Padilla. In the Sheriff's Office Michael Sanchez. All of those individuals just hit their first five-year milestone.

The next group with ten years is Joel Quintana in Corrections and Abbie Corriz. And then in Projects and Facilities, Joseph Martinez, Dean Kitchens in Public Works/Fleet, and Les Francisco with ten years in Solid Waste.

Donald Garcia's been with us now 15 years in Solid Waste and Fred Suazo in the Sheriff's Office on April 29<sup>th</sup> will hit his 20-year anniversary with Santa Fe County. So I'd just like to congratulate those employees and thank them for staying with Santa Fe County.

CHAIR HANSEN: Yes, congratulations for five, ten and twenty years. That's fantastic. Thank you for your service. I can say that from the other day when we were doing the strategic planning, to see that we have had employees that have been here for a long time and made a tremendous amount of difference to the wealth of knowledge that the staff has to offer us as policy makers and it was a really invaluable experience to

see that. So thank you for your service to the County.

**I. H. 3. Recognition of Santa Fe County Employee of the Quarter**

MS. MILLER: Thank you, Madam Chair. As you know, we try to recognize employees on a quarterly basis as well for their outstanding contributions or significant contributions to Santa Fe County during the previous quarter. The significant contribution may include providing excellent service to our constituents, developing and implementing new programs which benefit the organization, providing exemplary performance to the County in their daily job performance, demonstrating a willingness work above and beyond the call of duty, or any other contribution that a nominator believes to be important to recognize.

We have employees that are nominated through their departments and get a recognition from their actual departments or group, and then out of those individuals, there's an Employee of the Month selected by an independent group. This past quarter we only had two individuals who were nominated for Employee of the Month and those two employees are Ramon Vilorio, a lieutenant in our Fire Department, who's been with the County since October 15, 2009. Lt. Vilorio is an invaluable employee with Santa Fe County. He performs with utmost professionalism and embodies some of the highest moral and ethical standards. He truly puts his crew and the public that he serves ahead of himself every day. He will go above and beyond to make sure the patient is taken care and is getting the service they deserve, as well as the highest quality services that Santa Fe County provides. Lt. Vilorio is very active in the union as well as attends public safety and community events. He strives to commit himself and his crew to excellence in public safety. So could Lt. Vilorio come forward? I knew he was back there hiding in the corner. If you could have a seat right there. Thanks.

And then the second individual who was nominated out of the Public Works group is Phyllis Bustamante. She's an associate engineer and has been with the County since February 8, 2016. Phyllis is an engineer associate with Utilities. She's one of a kind when it comes to helping out in any way. She works hard, is always willing to aid others. For instance, she will take the time to assist her coworkers in completing tasks not assigned to her. Phyllis is very patient and improves morale by example and attitude. She is always looking for ways to improve systems, communications and processes. She has gone above and beyond her assigned duties this past quarter in a time that Utilities is short-staffed and is also training new staff. She's learned the front office tasks and helped others in completing billing, auditing and other associated tasks. As an example, she sat with staff and learned to how to process billing along with all other tasks and then assisted other staff that needed help, all the way showing a very positive attitude. Is Phyllis here? Phyllis, can you come up to the front row?

So Madam Chair, Commissioners, these are the two employees that were nominated by their peers for Employee of the Month. They will both receive a certificate and two hours of administrative leave for being nominated and selected within their associated group, but now, only one of them can actually get the Employee of the Month and the one who's selected for Employee of the Month gets their name put on this plaque. It goes in the Manager's Office in the front lobby and we just keep filling them out for

each quarter so their name will go on that plaque. Additionally, the employee receives a really nice gift that's provided for them to have, to take with them to put on their desk or in their office or wherever they choose and that is a really nice glass sculpture that is made specifically for Employees of the Month, and with that I will let you know who it is.

The Employee of the Month for the first quarter of 2018 is Lt. Ramon Vilorio.

CHAIR HANSEN: Congratulations, Ramon. So before we present the award and take some pictures I'm going to go to the other Commissioners and allow them to say a few words. I also would like to say something but first I'll let my fellow Commissioners say a few words. So Commissioner Hamilton.

COMMISSIONER HAMILTON: So first of all I want to say congratulations to both of you because to get this kind of write-up and to have done the kind of work to stand out in the staff – more and more I see the County staff as being so outstanding and so committed. So it's a real big deal to get nominated. And Ramon, I know how much you do to represent the official County to the residents of the county. You're always going above and beyond and it's a wonderful thing that you got nominated and got this award because it's just recognition for a very long time of a lot of dedication and very hard work and a lot of betterment for the County. So thank you very much for that. Congratulations.

CHAIR HANSEN: Any of my other Commissioners? Commissioner Moreno.

COMMISSIONER MORENO: Thank you, Madam Chair. I met Ramon even before I was elected. We met at the Café Fina and we did a presentation about the plight of the firefighters that hadn't had a contract and I respected that he had reached out to me. I appreciated that you had done that. So congratulations.

CHAIR HANSEN: Commissioner Roybal.

COMMISSIONER ROYBAL: I just wanted to say thank you for all your dedication for both of you. You both were nominated and of course there's only one that gets the last award but just to be up here and it's an honor for us to be able to work with you. Ramon, I've met with you on different occasions where you've taken time out of your personal time and family to sit down and talk about different ideas that you'd like to see come forward and I think you're an outstanding young man and I really appreciate all your hard work. So congratulations to both of you and great job. It's an honor to be able to have you on our staff. Thank you.

CHAIR HANSEN: I want to recognize Phyllis also. I've met you a few times and I want to thank you for your service over in Utilities. We have a new Utilities director and things are changing over there so I am grateful for your service and congratulations on being nominated. And Ramon, also, like the other Commissioners I wholeheartedly agree, you go above and beyond in caring for your other fellow firefighters and that is a really important issue for all of us in the County. So I want to really thank you for your service because it means a lot to all of us to have you be there, speaking on their behalf and being concerned with their wellbeing, because we all need somebody to stand up for us. And so thank you. I will go to Katherine before we take a picture.

MS. MILLER: Madam Chair, I wanted to echo the sentiments of the

Board. Any employee who is nominated by their peers for one of these recognitions – it's very notable that your fellow workers took time out of their regular work in order to nominate you. It means that you're doing something that really stands out to them. And we just really appreciate all that you do for Santa Fe County, Phyllis and Ramon, and I wondered, Madam Chair, if you wanted to give them an opportunity to say anything if they'd like to. I know the Lieutenant will always grasp that opportunity. Phyllis might be a little quieter. And then if we could, I'd like you to present the award to Ramon and then pose for a picture.

CHAIR HANSEN: I'd be happy to. So, Phyllis, would you like to say a few words?

PHYLLIS BUSTAMANTE (Public Works): I would just like to say that the real recognition is the Utilities group at large, so we have had a little bit of turnover over the past year and a half and the entire staff has worked extremely diligently to get done all of the work that needs to be done. And I'd just would like to say that the real recognition is Utilities Division.

CHAIR HANSEN: Thank you so much. Ramon. I know you also wouldn't miss an opportunity. And I think the Chief wants to say a few words also.

RAMON VILORIO (Fire Department): First, I'd like to thank Phyllis, and I'd like to thank all of the County employees. I get to work with everybody all the time and I see the dedication that all the employees have in every level, in every department. It's an honor to be recognized among such a stellar group of employees. And I'd like to give credit to all of them.

I'll be short and sweet. The truth of the matter is being a firefighter has been my life's work and I am honored that the work happens here in Santa Fe County. It's a privilege to serve this public, to serve such an amazing community that reflects the values of Santa Fe, of New Mexico, of America by all its people and the County by its actions in how it takes care of itself and its people. So to be recognized as a stellar individual among stellar individuals is amazing, so thank you. Thank you, Commissioner, thank you, County Manager and everybody in attendance. Thank you very much.

CHAIR HANSEN: Chief Sperling.

DAVE SPERLING (Fire Chief): Thank you, Madam Chair, Commissioners. Lt. Vilorio, congratulations. I did just want to take a moment to thank you for recognizing one of our 13 fire lieutenants and I think it's worth noting that Lt. Vilorio was nominated by his crew, and that's definitely worthy of bringing forward and it's a sign of the respect that they hold for him. One of the things that was not written up is his amazing ability, and truly this is one of a kind, his bedside manner is amazing with patients. And he has a great ability to put people at ease, and it's a rare quality and we're very fortunate to have him in our Santa Fe County ranks. And with that I truly appreciate what he does and your recognition of his efforts. So with, I thank you.

CHAIR HANSEN: Thank you, Chief Sperling. Is there anyone else who would like to speak?

COMMISSIONER ROYBAL: Madam Chair, could I just add to that? I really want to recognize the quality of leader in both of you recognizing staff. That's a quality that you don't see all the time and it's a quality that's definitely significant of a leader. So I appreciate that. Thank you, guys.

CHAIR HANSEN: Thank you, Commissioner Roybal. And with that we'll go down and present the award and take a picture. Thank you.

[Photographs were taken.]

**I. H. 4. Recognition of Retirements:  
a. Dan Solis, Sr.**

CHAIR HANSEN: Next we go on to recognition of retirements, which is always a bittersweet moment when we are losing one of our County employees, but it's also important to recognize all the service they have given to us. And so with that, I want to recognize Dan Solis, Sr. with the Department of Corrections for your service and your time here, and we're very sorry that you are leaving us, but we wish you all the best.

MS. MILLER: Madam Chair, I believe Melissa Oberg was going to say something on behalf of the Warden and Director Sedillo. They are actually at a conference and so they couldn't be here today, but it's my understanding that Melissa was going to actually present Mr. Solis, Sr. with a certificate. Lucky you.

MELISSA OBERG (Corrections): On behalf of Director Sedillo and Warden Derek Williams, we would like to present this to you. Thank you for your hard work and dedication to Santa Fe County Adult Detention. Thank you, Mr. Solis. You're going to be greatly missed.

CHAIR HANSEN: Thank you. So we're planning to take pictures with him also but would you like to say a few words.

MS. OBERG: Mr. Solis would like to say something.

DAN SOLIS, SR. (Corrections): Good afternoon, everyone. In Spanish, here in northern New Mexico it is said, *buenas días de Dios*. I want to thank all the members of the Santa Fe County Commission for this presentation. As an employee, it is an honor to appear before so august an assembly of elected officials. The Honorable Commission: Henry Roybal, Anna Hansen, Robert Anaya, Anna Hamilton, and Ed Moreno.

My thanks also to County Manager Katherine Miller, Mr. Pablo Sedillo, Director of Public Safety, Warden Derek Williams, and Deputy Warden Michael Oliver.

I know that this takes away from the important work of the County Commission. But I know that I am not the first to appear nor the last. Still I know the Commission values their employees. Again, thank you.

I am familiar with the internal working of County government because in the 1970s I worked as an accountant for the then County Manager, Mr. Dan Sandoval. I believe about ten people constituted the entire County management team. We completed the first renovation of this marvelous old building. We opened the down defunct county courthouse on Catron Street. We opened the first County low income housing.

The doctrine of sovereign immunity was overturned by the State Supreme Court and we then became the first to insure everything that could possibly affect the County.

The march of time brought many changes to County government. It seems like little by little it was for the better. But now with the modern era, when the County Commission hired Ms. Katherine Miller, it hit the jackpot. Ms. Katherine Miller is by far

the best County Manager of the modern era. And as a student of County Managers, I believe Ms. Katherine Miller is the best County Manager in the history of Santa Fe County, Thank you, Ms Miller.

Mr. Pablo Sedillo, our first Director of Public Safety has set the bar so high, others in the future may meet it but certainly never surpass it. Equally, the administration of the jail has men and women like the present Warden, Derek Williams, Deputy Warden Michael Oliver, Ms. Jessica Arballo, Booking Manager and Ms. Melissa Oberg, Classification Supervisor. Ms. Oberg has got to be one of the best supervisors I have ever worked with. She leads by example.

How do today's young folks compare with the old? There are many differences. They don't matter. What matters is that they are equal to the old and in some ways better. I am really happy for this because of them the future remains bright.

Fundamental to Corrections is public safety. The safety of staff and the safety of inmates. We have to remember that each and every one of those inmates is a son a daughter, a mother, a father. There are people who love them.

As inmates in our jail we owe them. We are responsible for everything concerning them. To inmates we say we have zero tolerance for this and that. We tell that to ourselves. We have zero tolerance for everything that might happen in detention.

Last, I want to express how proud I am of my children: Ray, Celia, Daniel, Jr. and Lydia. Also my grandchildren and great grandchildren.

I want to focus on a jail incident involving one of my adult grandsons, of recent infamy. He was in booking intake. As a direct result of the actions of Officer Ruben Blea and my son, Lt. Daniel Solis, Jr., his life was saved from a profound drug overdose. My grandson was transported to St. Vincent's Hospital where he was in critical condition for about five days.

I will always be grateful to Corrections Officer Ruben Blea and my son, Lt. Daniel C. Solis, the younger. I still love Jude no matter what. He just has been unable to shake that monkey off his back.

I also have to thank the members of the County Commission for their actions in providing everything to the County jail. Because of your actions we have men like Ruben Blea and my son, Lt. Solis, Jr. All the staff is aware the County Commission has done the heavy lifting. It is not easy to go before the taxpayer and request money for individuals accused of crime.

Again, I thank you very, very much.

CHAIR HANSEN: Congratulations. I believe we want to take a picture, but do the Commissioners have anything they would like to say? Commissioner Roybal.

COMMISSIONER ROYBAL: Thank you, Madam Chair. I just want to say to Mr. Dan Solis, Sr. that I want to recognize and let you know that it's actually the County that is very grateful for your dedication and your choice to retire from Santa Fe County. It is difficult when we lose employees that are extremely valued, but we know that there's a time in life when you need to move on to your next chapter and I just want to wish you the very best in all your future endeavors. Thank you, sir, for your service.

CHAIR HANSEN: Commissioner Moreno.

COMMISSIONER MORENO: Thank you, Madam Chair. Congratulations on a career well spent. I can't imagine how people can work in the circumstances that

you have and it tells me that you have strong character and very good memories and probably some not so good memories. But thank you for your service and congratulations. Have a good time now.

MR. SOLIS: Thank you.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: Mr. Solis, those were lovely words but I have to say I disagree with one of the very first things you said, which was thanking you from taking the time out from our important business to do this. This is the important business of the County. In all honesty, all the things you said, it makes it so clear even not knowing you personally, what you've contributed to the County all these years and what a wealth of not just knowledge and dedication but of spirit that you bring. It's really what makes the County good and makes all of our lives good. So it's wonderful that you've been here and it's just wonderful that now you get to retire. Bittersweet for us but now you get to retire and enjoy yourself and I hope everything in the future is as good as what you've made the County while you were here.

CHAIR HANSEN: Thank you. Thank you, Mr. Solis. Thank you for your words. I echo everything that my fellow Commissioners have said. This is what we are elected to do is recognize our fellow county citizens and employees that are serving us because without you, we couldn't be sitting up here doing the work that we're doing without your dedication and to have you and your son both working in Corrections, that's a dedication to this community and to the County and I am grateful for that. I do see that you have grandchildren here who I'm sure you're looking forward to spending time with and I think that's fantastic, so I'm glad that your grandchildren are here to recognize that we're recognizing your valuable service and dedication to Santa Fe County, and with that I really thank you from the bottom of my heart.

We want to take a picture and of course ask your family to join us, and thank you so much, once again for your service.

[Photographs were taken.]

**I. H. 4. b. Bernie Archuleta**

ROBERT MARTINEZ (Deputy Public Works Director): Madam Chair, Commissioners, thank you for this opportunity to recognize Bernie Archuleta on his retirement from Public Works/Road Maintenance. Bernie started at the County in 2007 after putting in 14 years with Rio Arriba County. Bernie was assigned to the northern part of the county and worked out of the Arroyo Seco yard, mainly up there in Commission District 1. Bernie is one that you could always count on to report for emergencies, after-hours or weekends, whether it be for flooding or snow removal.

These guys in road maintenance don't have a shiny badge or a nice red truck but it's my opinion that these guys are first responders as well. Bernie will truly be missed and will be difficult to replace. And with that I just want to congratulate Bernie on his retirement and wish him all the luck.

BERNIE ARCHULETA (Public Works): Thank you, Robert. I want to thank all the County Commissioners for doing a wonderful job. They have a heavy task

on their shoulders, and County Manager Katherine Miller for the wonderful job she's done and continues doing. I want to thank everybody in the Road Department and all the other departments for the wonderful job that they're doing. I thank you.

CHAIR HANSEN: Thank you. We're going to come down and take a picture but I don't know if you've heard me say this before, but I love roads. Road maintenance is incredibly important. As a County Commissioner, that is one of the things I'm going to hear. People are going to call me. I've got pot-holes, I've got this, I've got that. And if we don't take care of it then they get really upset. So your job is really important, so I am really grateful, but I'm also really sad that we are losing these two good employees, but at the same time I wish you all the best in retirement and with that I want to let my other County Commissioners say a few words. Commissioner Hamilton.

COMMISSIONER HAMILTON: Yes, I want to just ditto what Commissioner Hansen said. I can't quite say that I love roads, but I definitely like them and the importance of them and the integrity of the work that you guys do them is widely appreciated. And believe it or not, I at least have heard many of my constituents to thank me for the good work, not just complain about the pot-holes. And I just have to say, thank you for letting me know but it's not me out there doing the work. We try to pass on the credit. So thank you for all of that. We really wish you all the best for the future.

MR. ARCHULETA: Thank you.

CHAIR HANSEN: Commissioner Roybal.

COMMISSIONER ROYBAL: Thank you, Madam Chair. I just want to say, Bernie, are you sure you want to retire? You're still pretty young. We can't talk you out of it.

MR. ARCHULETA: No. No more waking up at two in the morning.

COMMISSIONER ROYBAL: Can we change his hours? Anyway, I really want to say, Bernie, you take a lot of pride in your work and it shows in the roads in my district. I've noticed a lot. Whenever there's issues with some of the roads I call Public Works and they have somebody out there almost immediately working on the roads. You guys do a great job and I think that you're not really given the recognition that you guys should be. So I just want to thank you personally and really say it's going to be a huge loss for us but I'm sure you mentored some of our younger grader drivers and road maintenance crews so those skills that you taught them are going to stay with us for a while. So I just want to say thank you for all your hard work. I appreciate it. And enjoy your retirement.

MR. ARCHULETA: Thank you.

CHAIR HANSEN: Commissioner Moreno.

COMMISSIONER MORENO: Thank you for your service. I have a love-hate relationship with roads. Mainly. But congratulations on your career. It's a strong man who has to get up in the middle of the night, leave your family, and it's cold outside and the truck won't start sometimes.

MR. ARCHULETA: Done that.

COMMISSIONER MORENO: Enjoy your retirement. I'm happy for you.

MR. ARCHULETA: Thank you so much.

CHAIR HANSEN: Thank you once again, Bernie. And I do get compliments also on the roads. And I'm always grateful for that. It's always nice to hear

when people tell us, oh, the roads – thank you for paving them. Thank you for keeping them smooth. It's always such a pleasure to hear that. So I know that we are all grateful for your service and thank you for your service to Santa Fe County for these last 10, 11 years. It's really – it means a lot to have employees stay here for that length of time, but I know you'll have a great time in retirement, so enjoy, and we'll take a picture now. Thank you so much.

MR. ARCHULETA: Thank you so much.

[Photographs were taken.]

## II. CONSENT AGENDA

### A. Miscellaneous

1. **Approval of County Health Care Assistance Claims in the Amount of \$4,321.53 (Community Services Department/Kyra Ochoa)**
2. **Request Approval of Amendment to Agreement Between Santa Fe County and REDW, LLC, Contract 2016-0265-FI/RM, for Financial and Compliance Audit Services for Fiscal Year 2018 for Third Year and Increasing the Total Compensation of the Contract to \$270,645 Inclusive of Gross Receipts Tax, and Authorizing the County Manager to Execute the Purchase Order (Purchasing Division/Bill Taylor/ Finance Division/Stephanie Schardin Clarke)**
3. **Requesting Approval of Third Amendment to Agreement Between Santa Fe County and Modrall, Sperling, Roehl, Harris & Sisk, PA, Contract 2015-0308-FI/MY, Extending Agreement for Bond Counsel Services for an Additional Year, and Authorizing the County Manager to Execute the Purchase Order (Purchasing Division/Bill Taylor/Finance Division/Stephanie Schardin Clarke)**

### B. Resolutions

1. **Resolution No. 2018-36, a Resolution Requesting an Increase to the Project Funding Allocation for the East Mountain Area Health Care Facility and Requesting a Budget Increase in the State Special Appropriations Fund (318) to Budget Grant #16-A2502 Amendment #1 for this Project / \$2,420 (Finance Division/ Stephanie Schardin Clarke)**
2. **Resolution No. 2018-37, a Resolution Amending Resolution No. 2018-10 to Add Two New Code Enforcement Officers to the List of Staff Who Are Authorized to Issue Citations for Violations of County Ordinances (Growth Management Department/Vicki Lucero/)**

CHAIR HANSEN: Do I have anything from the Consent Agenda that needs to be taken off, or can I have a motion to approve?

COMMISSIONER ROYBAL: Madam Chair, I'd move to approve the Consent Agenda.

COMMISSIONER MORENO: Second.

CHAIR HANSEN: I have a motion from Commissioner Roybal, a second from Commissioner Moreno.

**The motion carried by unanimous [4-0] voice vote.**

[Clerk Salazar provided the resolution numbers throughout the meeting.]

### III. ACTION ITEMS

#### B. Resolutions

##### 1. **Resolution No. 2018-38, a Resolution Imposing Annual Liquor Tax Upon Persons Holding State Liquor Licenses**

ERIC LUJAN (Deputy Treasurer): Good afternoon, Madam Chair, Commissioners.

CHAIR HANSEN: Welcome, Mr. Lujan.

MR. LUJAN: The resolution is proposing an annual liquor license tax upon persons holding state liquor licenses.

Whereas, pursuant to NMSA 1978, Section 7-24-2, 1994, the Board of County Commissioners of a county composing a local option district may, by resolution adopt on or before the first of June each year, impose an annual, non-prohibitive license tax upon the privileges of persons holding state licenses under the provisions of the Liquor Control Act to operate within such counties outside of the municipalities that are local option districts as retailers, dispensers, canopy licensees, restaurant licensees or club licensees; and

Whereas, Santa Fe County composes a local option district; and

Whereas, the resolution imposing the license tax under Section 7-24-2 must fix the amount of the license tax, which shall not exceed \$250 and the dates and manner of the payment; and

Whereas, failure of a business to pay the County license tax may result in closure of the business by order of the Board of County Commissioners in accordance with NMSA 1978 Section 7-24-3, 1953.

Now, therefore it is resolved by the Board that: B) For the privileges of doing business from July 1, 2018 to June 30, 2019, the \$250 license tax, to be known as the Liquor License Tax, is hereby imposed on persons that operate within Santa Fe County outside of a municipality, and 2) hold state licenses under the provisions of the Liquor Control Act to operate as a: 1) retailer; 2) dispenser; 3) canopy licensee; 4) restaurant licensee; or 5) club licensee.

B) The Liquor License Tax shall not be prorated and is due and payable on July 1, 2018 and is delinquent if not paid by that date. The Liquor License Tax will be paid in cash or by personal or corporate check or money order by mail addressed to P.O. Box T, Santa Fe, New Mexico, 87504-0528 postmarked no later than July 1, 2018, or in person at the Santa Fe County Treasurer's Office. The following information must be submitted

on the letter accompanying payment or as a notation on the check or money order by which payment is made: 1) the name of the person paying the Liquor License Tax; 2) the name and address of the person for which the Liquor License Tax is due; and 3) the account number of the person for which the Liquor License Tax is due. Persons subject to the Liquor License Tax may obtain their account number by contacting the Santa Fe County Treasurer's Office.

C) In accordance with NMSA 1978, Section 7-24-3, upon the written order of the Board duly entered of record, the Sheriff shall close up the place of business of any person who has not paid or tendered the Liquor License Tax in accordance with this resolution.

CHAIR HANSEN: Thank you, Mr. Lujan, for reading that into the record. What is the pleasure of the Board?

COMMISSIONER ROYBAL: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Roybal.

COMMISSIONER ROYBAL: I'd like to move to approve the resolution imposing an annual liquor tax upon persons holding state liquor licenses.

CHAIR HANSEN: Do I have a second?

COMMISSIONER HAMILTON: Second.

CHAIR HANSEN: Thank you, Commissioner Hamilton, for your second. Is there any discussion?

COMMISSIONER MORENO: Yes.

CHAIR HANSEN: Commissioner Moreno.

COMMISSIONER MORENO: Thank you. The \$250 license tax, how has that changed? Does the state do it or can we adjust the fee for the license?

MR. LUJAN: Madam Chair, Commissioner, I'll turn to our Legal or to the County Manager. I believe it is set by state statute but I'll get clarity from the County Manager.

COMMISSIONER MORENO: I'm assuming it is.

MS. MILLER: Madam Chair, Commissioner Moreno, the maximum amount is set in statute, and that's up to \$250, and the County has consistently, for almost as long as I can remember and I think that statute hasn't been changed in a long time either, has imposed the \$250 per year.

COMMISSIONER MORENO: Okay. Thank you.

CHAIR HANSEN: Any other discussion?

**The motion carried by unanimous [4-0] voice vote.**

**III. B. 2. Resolution No. 2018-39, a Resolution Approving a Budget Increase to the RECC Fund (245), Fire Fund (244) and Sheriff Fund (246) to Budget Funds for the Purchase of a New Computer Aided Dispatch System / \$881,000**

STEPHANIE SCHARDIN CLARKE (Finance Director): Good afternoon, Madam Chair, members of the Commission. The resolution before you is requesting approval of a budget increase, again, to accomplish the purchase of a computer aided

dispatch system, which is for RECC. Again, this is a system that helps with the dispatch of callers, connecting dispatchers to first responders out in the field to dispatch them to calls.

At your March 27<sup>th</sup> meeting you approved a contract between the County and Superion, LLC, and this resolution would just budget the County portion of funds that are going to pay for the CAD. The money is coming from three separate funds – the fire fund, RECC fund and the Sheriff's fund, all just budgeting cash balances. The remaining roughly \$431,000 to purchase the CAD would be coming through JPAs from the City of Santa Fe and the Town of Edgewood. With that I'll stand for any questions.

COMMISSIONER HAMILTON: Madam Chair.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: I have a question but I'd like to make a motion to approve this.

CHAIR HANSEN: Okay.

COMMISSIONER HAMILTON: My question is, do we have the commitment from the City for their funds?

MS. CLARKE: We have budgeted it at \$420,000. Is that correct, Katherine? \$410,000. At this time they've budgeted \$410,000 and we have in here penciled \$411,000, but they roughly have committed, yes.

MS. MILLER: Madam Chair and Commissioner Hamilton, it's in their budget for next fiscal year so in their proposed budget for fiscal year 2019 that starts July 1, they have it built into their recommendation. I received a letter from the Mayor stating that he will push to keep that in their budget, although they have to go through their budget approval process. But I did receive a letter stating from the Mayor that he intends to push that initiative forward through the budget process and keep it in their budget recommendations. So it is built into what they are – their staff has recommended for budget approval.

COMMISSIONER HAMILTON: Thank you. So I move to approve.

CHAIR HANSEN: Thank you, Commissioner Hamilton. Yes, Commissioner Roybal.

COMMISSIONER ROYBAL: I'll go ahead and second this motion as well, but I just want to really look at the fact that this new system that we're putting in is going to really benefit our dispatch center and really make a big difference. So I just want to note that because I think that this system is something that we've needed for some time and I'm glad to see that we're finally getting it.

CHAIR HANSEN: Thank you, Commissioner Roybal. I agree with those words.

**The motion carried by unanimous [4-0] voice vote.**

CHAIR HANSEN: I just want to say that it is good to hear that we have received a letter from the Mayor that they have included this in the budget and we hope that that will stay where it is.

**III. C. Miscellaneous**

**1. Request Approval of Agreement No. 2018-0236-AT/MM  
Between Santa Fe County and Kelly, Durham & Pittard, LLP,  
to Provide Special Legal Counsel Services for Opioid  
Investigation and Litigation on a Contingency Fee Basis**

BILL TAYLOR (Purchasing Director): Good afternoon, Madam Chair, Commissioners. The County wishes to determine the feasibility of Santa Fe County bringing action and if appropriate, commence litigation against manufacturers and distributors of prescription opiates in and around Santa Fe County. With that, Purchasing issued an RFP. We received seven proposals from different legal firms and through selection and qualification we selected Kelly, Durham, Pittard, LLP as the most qualified. And of course this is a contingency fee basis based on the litigation and settlements if we come to that. And with that, Madam Chair, I'll stand for any questions.

CHAIR HANSEN: Do I have any questions from the Board? Is the legal representation here in the audience?

MR. TAYLOR: We actually have representation from the firm. If you'd like to introduce yourself.

JUSTIN KAUFMAN: Thank you, Madam Chair, Commissioners. My name is Justin Kaufman. I'm a partner with Kelly, Durham and Pittard here in Santa Fe. And we are part of the group – we've been talking with the County about pursuing this case so I'm here to answer any questions you may have. All I want to say is I thank the Commissioners for taking this initial step. This is a major crisis in the country. It's a major crisis in the county and we're honored to be part of a group that's going to try to address this for the county. We think this is a very important first step. There's a lot of work to do but we're looking forward to working with the County on this.

CHAIR HANSEN: Any questions from the Commissioners?  
Commissioner Moreno.

COMMISSIONER MORENO: Thank you, Madam Chair. Can we get a view of how this works? I understand the terms of the agreement here, but I'd like to know if you know how successful have these cases been, and if you have an estimate or if there's a ballpark national number of cases that have been successful and how are they typically concluded.

MR. KAUFMAN: Sure. These types of cases have really just started being brought by counties, cities, states across the country. There is a – because of the size and the scope of this litigation, hundreds of these cases have been centralized in a federal court in Ohio. The judge overseeing those cases has set a fairly aggressive schedule in terms of how to manage and how to move the litigation forward. He has set a trial date for the very first set of cases for the middle of next year.

I have been doing these types of cases for a long time. I have never seen a judge this aggressive in terms of trying to address the problem because of the size and the scope of the problem. But there are likely to be thousands of cases brought by counties like ours across the country, so ballparking when we may see a resolution is incredibly difficult. What I can say is we're committed to pushing this as quickly as we can and so is the

judge that's overseeing it nationally. There are a large number of manufacturers that you may know of that are involved in this. There are distributors across the country. It's just really a problem that is massive in scope and scale.

So I can't predict when but so far things are looking like it's moving as fast as it can at this point, and so we're committed to working with the County to make that happen quickly, whether we join that national group or whether we litigate this case here locally is something we're going to work with the County Attorney and determine how best to proceed with the goal of getting this done as quickly as we can.

CHAIR HANSEN: Any other questions from my fellow Commissioners? I initiated this and I am really happy that we have come to a selection process, because I feel like our County needs to be represented in this important issue. So we look forward, I hope, to working with you and I'm wondering if our County Attorney or County Manager has anything they want to say at the moment.

BRUCE FREDERICK (County Attorney): Madam Chair, I don't have much to say other than I'm looking forward to working with our attorneys to get this underway, evaluate the case and get this underway as soon as we can.

CHAIR HANSEN: Thank you, Mr. Frederick.

COMMISSIONER HAMILTON: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Hamilton.

COMMISSIONER HAMILTON: I'd like to move to approve.

CHAIR HANSEN: I have a motion to approve.

COMMISSIONER ROYBAL: Second.

COMMISSIONER MORENO: Second.

CHAIR HANSEN: And multiple seconds.

**The motion carried by unanimous [4-0] voice vote.**

CHAIR HANSEN: Thank you very much and thank you for being here. We appreciate your representation. And we look forward to working with you.

- III. C. 2. Request Board of County Commission Approval to Utilize the Houston Galveston Area Council Cooperative Purchase Agreement Pursuant to Ordinance No. 2012-5 Section 1, Outside Contracts to Purchase One (1) Fire Department Tender for the Stanley District in the Amount of \$323,456 and Authorizing the County Manager to Sign the Purchase Order**

MR. TAYLOR: Thank you, Madam Chair, Commissioners. The State Procurement Code, 13.1-129 does allow the use of cooperative agreements. Santa Fe County is a member of the Houston Galveston Area Council for this cooperative agreement and our procurement ordinance for the County requires BCC approval to utilize these outside contracts. So with that, Madam Chair, I'll stand for any questions.

CHAIR HANSEN: Any questions from the Board? What is the pleasure of the Board?

COMMISSIONER MORENO: I move approval.

CHAIR HANSEN: Commissioner Moreno moves to approve.  
COMMISSIONER HAMILTON: Second.  
CHAIR HANSEN: Second by Commissioner Hamilton.

**The motion carried by unanimous [4-0] voice vote.**

**III. C. 3. Request Approval of a Recommendation to the Honorable Susan Martinez, Governor, State of New Mexico, of Person to Fill the State of New Mexico House of Representative District 22 Seat [Exhibit 1: Staff Report]**

TONY FLORES (Deputy County Manager): Thank you, Madam Chair. Good afternoon, Commissioners. Before you is an item regarding the vacant District 22 House of Representative seat. District 22 serves about three precincts in southwestern Santa Fe County, around the Edgewood area. Unfortunately, typically, the Governor sends a letter to the County requesting recommendations and in this case we read it in the newspaper and as you recall, about a month ago we asked the Board permission to go back out and start the process. This is the third time we've done that in my tenure back with the County. We've done it for two Senate seats and now a House seat.

A typical process is the County established an application form. Those are sent out, call for applicants with a deadline to receive the information back and subsequently get the packet to the Board. Under NMSA 1978 Section 2-7.C-5, the Board of County Commissioners recommends to the Governor an appointment to an official – in this case a House seat that serves multiple counties.

We received three applications, from Ms. Jessica Velasquez, Mr. Greg Schmedes, and Ms. Merritt Hamilton Allen to serve in that seat. The Board, as in the past, has requested that the applicants be present and address the Board, and you ask them questions. When you close that part of the process I'll be looking to the Board for a recommendation on an individual to submit to the Governor, and then I will prepare the letter today and have it signed by the Chair. With that I'll stand for any questions and request that the Board go ahead and open it up for those applicants that are present.

CHAIR HANSEN: Thank you Mr. Flores. At this moment I would like to open up the process to applicants that are here to speak on their interest in being representative to District 22.

JESSICA VELASQUEZ: Thank you so much, Madam Chair, Commissioners, for inviting me here today to speak with you. I am seeking your recommendation to Governor Martinez to fill the vacancy in the New Mexico House of Representatives. My name is Jessica Velasquez. I'm deeply, deeply committed to serving the people of District 22 for the duration of the term. I'm ready and able to represent our Santa Fe County constituents in the Edgewood area. My professional and academic background offer the versatility and depth of experience required of a legislator and I can provide continuity of service to the people in our district.

Mr. Jim Smith was a very well regarded legislator in our district and he leaves behind a legacy of bipartisan solutions oriented leadership. As my neighbor said, You

know, Jim leaves some pretty big shoes to fill in that Round House. And I laughed and said, Well, it's a good thing I have big feet myself.

So like Mr. Smith, I too am a professional educator. I served both the Albuquerque Public Schools and the University of New Mexico as both a classroom teacher and as adjunct faculty at UNM as a teacher-trainer, and has the great honor or working with pre-service teachers all across APS. I also hold a masters degree in education from the University of New Mexico, specializing in teaching English to speakers of other languages, and multicultural education, and bilingual education. I'm raising my children in our district and education is an issue near and dear to my heart.

I'm also a business owner and we are proud to be a family-owned and operated business since 1976 in Albuquerque. We specialize in precious metals electroplating, serving the high tech manufacturing, military, arts and high tech sectors, which has given me a diverse perspective on our New Mexican economy.

Mr. Smith was a member of several committees that will continue to meet during the interim, most notably the Legislative Education Study Committee, and the Public School Capital Outlay Oversight Task Force. Mr. Smith was also a member of Indian Affairs, Ethics, Finance, Science, Technology and Telecommunications, and as an advisor to the Radioactive and Hazardous Materials Committee. My academic and professional background will allow me to step into any of Mr. Smith's committee roles with a level of expertise that will provide the people of District 22 with a continuity of leadership for the duration of the term.

Over the course of the campaign I have had the honor to speak with many people within our district, especially in Edgewood, and I took the time to see what was on the hearts and minds of the people. And for me, being able to bring that awareness and a true understanding of what the core issues in our communities are is of the utmost importance. And so I stand before you today to offer my experience and skills and service to the people of the District 22 and to the State of New Mexico, and I ask for your recommendation to Governor Martinez so that I may fill the vacancy in House District 22, and with that, Madam Chair, Commissioners, I will stand for your questions.

CHAIR HANSEN: Thank you, Ms. Velasquez. Are there any questions from the Commission? I have a question. If you are to be selected to serve, and you're on the Radioactive and Hazardous Waste Committee, which is something near and dear to my heart because Los Alamos is right up the hill from us and affects our drinking water. I would like to ask you to create and work on making liquid radioactive waste a concern of RCRA, and not regulated by the New Mexico Environment Department.

MS. VELASQUEZ: I would be pleased and honored to do so, ma'am. Part of our professional role at our electroplating shop is dealing with hazardous waste materials and so even in our small business in Albuquerque I've had lots of experience on that front and I stand with you on that issue.

CHAIR HANSEN: Thank you very much. I appreciate that. And that thank you, and with that we will go to the next candidate.

MS. VELASQUEZ: Thank you, Commissioners.

CHAIR HANSEN: Thank you, Ms. Velasquez.

MERRITT HAMILTON ALLEN: Madam Chair, Commissioners, County staff, thank you so much. I am Merritt Hamilton Allen. I'm a lifelong New Mexican, a

veteran, and a business owner, and I have applied for nomination to be appointed to the seat and I'm asking for Santa Fe County's recommendation to the Governor for the same.

We all know we have a lot of issues facing our state and I'm trying to focus on where the legislature and the Santa Fe County Commission come together. And I think the most important issue in that regard is gross receipts tax reform. I wish I could say, Yes, if I am appointed and re-elected in 2019 I, one legislator, will single-handedly fix GRT. No, I won't. But I do support the reforms to broaden the tax base and achieve a lower rate. And it's a shame we did not act on this in 2018.

As you know, our hold harmless funds are expiring, and the legislature and the counties have got to work together and come up with a solution to ensure that our key programs are funded. To me, that's closing loop holes, eliminating double taxation over vendors, and I support Representative Harper's plan to broaden the tax base and lower the rate.

The other issue near and dear to my heart as a business owner and a past governing council member of our charter high school, East Mountain High, is broadband and wireless access for rural areas. This is a tremendous issue both for safety, for business competitiveness and for our children. We've seen in the news this year how digital natives, our children are coming up in high school with continual access to high speed internet and the information superhighway are able to enact change and make a difference, and I'm afraid our children in District 22 and other rural areas in the state are unable to keep up.

Finally, my concern is like so many of us, crime. I was pleased to see the retirement ceremony for Mr. Solis. Our ability to recruit and train staff in law enforcement, the judiciary, prosecutor's office, public defenders office and corrections is crucial. We have to fund and staff and keep our good law enforcement officers, our corrections officers. We have to fund and staff our prosecutors, and we have to fund and staff our public defenders offices.

By way of background, I am a lifelong New Mexican. I grew up in Silver City. My family moved here when I was a year old. I was in a Marine Corps family and my father was in a defense nuclear agency. I'm a Navy veteran. Two of my three siblings are veterans. My mother has recently moved to the district to be a future constituent, campaign advisor and is former state representative, Diane Hamilton who you may have met. I am running with Representative Jim Smith's endorsement and at his request. I am pleased to take your questions.

CHAIR HANSEN: Commissioners, are there any questions? I'll ask you the same question I asked the previous candidate about –

MS. ALLEN: About liquid waste?

CHAIR HANSEN: The hazardous liquid waste.

MS. ALLEN: You want it monitored by the legislature and not the State? Or the legislative committee?

CHAIR HANSEN: The idea is that at the moment is it regulated by the New Mexico Environment Department, but I believe that it is a hazardous waste and it should be under RCRA.

MS. ALLEN: That makes sense to me. I have a Navy background and one of my largest clients is the Navy nuclear program, and so I am aware of the stringent

requirements that need to be in place for any nuclear activity. And certainly in the proximity of Santa Fe County and the entire state which has several nuclear sites is foremost and I would support you on that, Madam Chair.

CHAIR HANSEN: Thank you. Okay, what is the pleasure of the Board?

COMMISSIONER HAMILTON: Is there a third?

MR. FLORES: Madam Chair, that concludes – the third applicant is not present so at this time you've heard from two of the applicants that are seeking the recommendation from the Board, so at this time it would be appropriate if the Chair so desires to take a recommendation on a name, go through the process, and if that's selected then I've prepared a letter for the Chair's signature.

COMMISSIONER HAMILTON: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Hamilton.

COMMISSIONER HAMILTON: I would like to recommend Jessica Velasquez.

CHAIR HANSEN: Do I have a second?

COMMISSIONER ROYBAL: I'll second.

CHAIR HANSEN: Thank you.

**The motion carried by unanimous [4-0] voice vote.**

CHAIR HANSEN: Congratulations, Ms. Velasquez. Congratulations to both of you and good luck in your campaign for House District 22. And thank you very much for coming here and speaking with us.

#### **V. MATTERS OF PUBLIC CONCERN**

CHAIR HANSEN: I believe there is a gentleman in the audience that has come for Matters of Public Concern to speak on broadband. Is that correct?

COMMISSIONER ROYBAL: That's correct, Madam Chair.

CHAIR HANSEN: Then at the request of Commissioner Roybal I am moving item V. Matters of Public Concern up so that we can hear from him before we go to the Santa Fe Board of Finance.

COMMISSIONER ROYBAL: Thank you, Madam Chair. We're going to be hearing from the superintendent, Dr. Mel Morgan.

CHAIR HANSEN: Okay. Welcome.

MEL MORGAN: Chair Hansen, members of the Commission, thank you very much for asking me to come. And most especially, thank you for all of the wonderful things that you do for my very rural school district. My name is Mel Morgan and I'm very pleased to be the Superintendent of Schools for the Pojoaque Valley School District. Whether it is our summer rec program or getting up at not two but three in the morning to drive the roads to see if we have snow and need to call school off, or it is the first responders that come to my school district in case there is an emergency or one of our practices, I sincerely appreciate the service that the County gives to us because we're dependent on you.

Today I want to ask for your assistance. When I talk about the first responders

that come to our school district any of them can tell you we had our latest lock-down drill about a month ago and in that lock-down drill all of our cell phones quit working and we had to find land lines to start communicating, which is not a bad thing in a lock-down drill to try to figure out how to handle problems. However, the cell phone service and the wireless service in our school district in the valley is very poor.

On December 12, 2016 we signed a contract with Verizon through Black & Bateck to construct a marquee that was actually a cell phone wireless tower. Since that time we have been simply delayed. Actually, there's no commitment about when they're going to build. Now, I run a small organization. I realize that, but it's very similar to yours and I need to plan for construction. I have four very large construction projects happening and I need to plan for this one too. More than that, we rely on the wireless service, most especially cell phone service in our valley; it doesn't work most of the time.

I just today received feedback again from the representative that they haven't scheduled the time when they will do the construction yet again, and what I'm asking, through Commissioner Roybal is that if you all can get involved and help me by writing a letter to this group saying we really need for safety, security, communication purposes in our Pojoaque Valley, we really need you to construct this tower. I would very much appreciate it and I thank you very much for listening.

COMMISSIONER ROYBAL: Thank you, Mr. Morgan. Madam Chair.

CHAIR HANSEN: Yes, Commissioner Roybal.

COMMISSIONER ROYBAL: I also would like to hear from staff. Mr. Chris Hyer is here and I think that I'd like to encourage some way, just because the 911 dispatch and the horrible service that we have in the area, we do have the new computer aided dispatch system that we're actually bringing in and I know that staff had indicated that cell service was something that would also help with that for the future responses. I just wanted to say that. Mr. Hyer.

CHAIR HANSEN: Mr. Hyer, welcome. Thank you.

CHRIS HYER (Economic Development): Thank you, Madam Chair, Commissioner Roybal. I honestly am very interested in writing a letter to Verizon. I don't know why it's taken so long for them to respond or to do what they need to do. I've asked Mr. Gabe Montoya at Pojoaque Valley what is going on as far as replacement of the tower that Mr. Morgan is speaking of and he says he doesn't know either. So I'd like to probe a little bit into it and uncover what the slow-down is and see if we can rectify it.

COMMISSIONER ROYBAL: Okay. I do have a question. I believe that this cell tower is going to be on the Pojoaque school's property, not on Pojoaque Pueblo, but I'm not sure if the pueblo – So it is going to be on Pojoaque High School property. Is that correct?

MR. MORGAN: Middle School.

MR. HYER: So I'm going to ask Mr. Montoya about that. The tower I was referring to is going to be where the two towers are between Pojoaque and Tesuque, the lands of them. And there was going to be a Verizon tower right in that area as well.

COMMISSIONER ROYBAL: Okay. I'm aware of that one as well and this is actually a separate tower that the school has already entered a contract with Verizon with for.

MR. HYER: Commissioner Roybal, like I said, I'll try to engage Verizon

to find out for something that the County could be able to do.

CHAIR HANSEN: Thank you, Chris. Commissioner Hamilton.

COMMISSIONER HAMILTON: Just a question. Just to confirm. There's already a contract? Verizon already agreed to build this tower? There's already an agreement? A contract?

MR. MORGAN: Yes, ma'am.

COMMISSIONER HAMILTON: They're just not doing it. It's just interesting. I wonder if the County Manager has something to add because my understanding is – we have this problem. I have this problem many places in the district and while I appreciate you saying you just ran a lock-down scenario so it gives you a reality check on another problem you have to solve. We have the problem of some of the CAD paging, as a volunteer firefighter goes through your cell phone. If you don't have good radio communications and you don't have your cell phones to back it up, that's a problem, not to mention the educational aspects and the economic development aspects. I can't imagine there's been resistance to Verizon doing cell towers around the county or improving that service in other circumstances. Am I misremembering something? Because we keep coming back to this issue.

MS. MILLER: Madam Chair, Commissioner Hamilton, this is a bigger issue than one in one place. We don't have adequate coverage across the county.

COMMISSIONER HAMILTON: Right.

MS. MILLER: And really how to work through that with Verizon, or any carrier. It doesn't have to be Verizon. It's any carrier building cell towers. And then we'd probably have trouble locating them where it's not an objectionable is another hurdle. So it's locating them where they're needed in order to get proper coverage. It's locating a place that would not be objected to by the residents, and it's getting entities willing to invest in that infrastructure when it may not provide a financial return for them to do so. So this is just a challenge for Santa Fe relative to proper cell coverage as well as broadband access.

And it's something we're well aware we need to tackle but how do we get investment in that infrastructure? How do we bring private dollars to it or if it's not private dollars, what public dollars can we bring to building that infrastructure.

COMMISSIONER HAMILTON: In this particular case is the funding of the project still an open issue?

MR. MORGAN: No, ma'am.

COMMISSIONER HAMILTON: Well, I have – I recognize, and I wanted that bigger perspective and I really appreciate it, but even if it's just one piece of the puzzle that could go forward and just isn't, I'm hoping that alone seems to be a good thing to do.

CHAIR HANSEN: I know later on in the presentations we have a presentation from Crestino, LLC, and I don't know if this is something that they will address but it is clear that we need the tower and somehow we need to figure out what's happening at this point. And so if we can get some resolution or some answers at the next Board meeting about what is happening in the north with Verizon and this tower that would be fantastic. Is that possible, Mr. Hyer?

MR. HYER: Yes, Madam Chair. That is possible. I do have a couple of

ideas, at least to see if we can provide some service, not through Verizon but different means at the local ISPs to the middle school in the Pojoaque Valley. So we'll be exploring that.

CHAIR HANSEN: We appreciate that. Thank you very much.

COMMISSIONER ROYBAL: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Roybal.

COMMISSIONER ROYBAL: I just want to see if we can urge staff to write a letter and to encourage – or if Tony has any kind of comment.

MR. FLORES: Madam Chair, since this is a project that does not have oversight by Santa Fe County but it does play into a larger picture, Commissioner Roybal brought this up with Mr. Morgan today, one of the thoughts is that we could write a letter on behalf of the Board urging Verizon to complete this project, but that's, as Manager Miller indicated, this is only a small piece of the larger puzzle. So I don't see the Board being able to direct Verizon but I do see the Board getting a letter through Mr. Hyer. It's what we talked about earlier, urging them to complete their project that they've had for a year and a half. So I think that's the extent that the County could actually do for this particular project.

CHAIR HANSEN: Okay. Thank you.

COMMISSIONER ROYBAL: I'd like to just urge that we direct staff to complete that letter.

CHAIR HANSEN: I think that the Commission is in agreement that we are urging staff to write a letter, although we can't take action because this is public comment but we can encourage you to pursue this and hope that you will.

MR. HYER: Yes, Madam Chair. I'll start working on it.

CHAIR HANSEN: Okay. Thank you.

MR. HYER: I can present it to you – I don't know about next BCC. I think you have a pretty full agenda for the next meeting.

CHAIR HANSEN: Oh, yes. We do.

MR. HYER: But I will try to find a mechanism for you to review it.

CHAIR HANSEN: We appreciate that, Mr. Hyer. And thank you, Mr. Morgan, for bringing this to our attention. Thank you.

MR. MORGAN: Thank you.

#### **IV. SANTA FE COUNTY BOARD OF FINANCE**

Upon motion by Commissioner Moreno and second by Commissioner Hamilton, and unanimous voice vote, the Board of County Commissioners of Santa Fe County temporarily adjourned and reconvened as the Santa Fe County Board of Finance.

##### **A. Call to Order**

The Chair called the Board of Finance to order by Chair Hansen.

##### **B. Roll Call**

Clerk Salazar called roll and the four Commissioners were present. Commissioner Anaya was not present.

##### **C. Presentation of the County's Investment Report for the Five Months Ending March 30, 2018**

PATRICK VARELA (County Treasurer): Thank you, Madam Chair, Commissioners. I'm here to do my first half of 2018 Treasurer's report. Some of the challenges that we've been facing, we have a volatile market conditions, domestic and global, flattening of the yield curve for the past five years and beyond. I'll explain that a little bit later. Another one which is a challenge which is actually nice is the federal rate hikes that we've had or are projected to have for this year, and Donald Trump – and I don't mean that to be facetious, it's just that some of the actions he does can actually help some of my investment goals for the day or for the week, Amazon being one of them. It caused a whole thing in the Treasury market, believe it or not.

Our portfolio looks as follows: Our operations account has \$112,097,229.87. Our core portfolio has \$21,099,145.17. Our GOB 2011 has \$8,644,264.67. Our GOB 2013 has \$6,096,757.36. Our new Charles Schwab account has \$54,078,946.28, for a grand total of \$202,016,343.32. Those are just in investments.

Our other balances are as follows: Our LANB Studio account, which is a CD, is at \$5,551,952.28. Our various CDs that we have throughout the county in CDARs is \$6,750,783.63. First National Bank held a balance of \$25,752,865.09. Our UBS accounts, for 2013 we have \$6,098,734.66. Our UBS government money market has \$25,448,579.87. Our UBS 2016 improvement bond has \$8,288,465.88. Our UBS 2016 GRT bond has \$6,361,366.02 and our Portigon has \$2,675,505.00 for a grand total of all balances of \$289,196,056.49.

Our earnings have been as follows. This is how much we get on interest, is 2.5 percent on our CD at LANB – that's for the lock box. First National Bank has 20 bps. FICA accounts have 40 bps. UBS has 153 bps and Charles Schwab has 151 bps. Our core portfolio right now is earning 252 bps, which is 2.52 percent, which in this market is very well compared to a year ago today. Our combined Ops, we're averaging as a County, this is what we're performing, is 1.92 bps. If we put all our money in the LGIP, they're only performing 159 bps. This was on April 3<sup>rd</sup> when I did this report. So we're performing 33

bps above the LGIP, the spread, better than the LGIP, and 92 bps better in the core between the LGIP, so we're performing pretty well at the moment.

Our earnings in LANB begin at 2.50, First National 20, UBS 65 bps and FICA 40 bps. I don't know why I repeated this. As shown here, there's flattening of the yield curve. You've been hearing this, especially the ones that have been in my Investment Committee meeting. This kind of explains – this was taken from the Treasury. Everything is based on Treasury. You'll probably hear they're going off the five-year Treasury or the ten-year or the 30-year. This is what it's sampled on. So as you can see on 4/3, for instance, the one-month was getting 170 bps. A person in the 30-year was at 3.02. This is this month, so we're looking at the first 30-year on the 2<sup>nd</sup> at 2.97. Now, this is the same graph in 2017, just a year ago and if you notice, the 30-year is only a bp off. So if you notice in the red, that's what they call the flattening of the yield curve, because if you can see in that whole year it never moved from that yield. In the green is what we call the sweet spot or the front end of the yield curve, and you can see from a year ago on April 3<sup>rd</sup>, now we're getting 170 bps and before that we'd have to be in the 40-year range to get the same that's getting paid today.

So that's – on those treasuries, that we bought last year, we're doing really good, but now, as they're maturing, we've been in an underperforming environment but they're maturing but we didn't have a crystal ball back then to say we'll buy a seven-year but we just did it for cash flow purposes. That's why we're diversifying. We have treasuries, fixed income. This is why I like diversification and that goes into my other segue here. This isn't dice. This is actually – this is how I like to tell people, this is an elevator. So would you rather be in an elevator with one four-inch cable or four two-inch cables. Obviously, you want to be on the two-inch cables because you have something to go back on. This is what I like to say. Diversification has been the key.

Which brings me to another segue to my presentation. We've been in the committee now and some of you who have been there last year I started talking about updating the County's IP policy. When I came in the IP policy, you could drive a truck through it because it had so many holes. Since I've been here with the help of the Investment Committee we've tightened it up. We've revisited it. GIOA states in the best practices we should revisit it once a year even if we're not going to modify it, we should revisit it once a year. Why? Because there's new legislation or GASB updates that we should always be looking at, or internal policy changes that we might have within the office, we might want to do something different. Or addition or deletion of investments in the policy.

The circle is actually what we want to do now. Mr. County Attorney, do we have the IP?

CHAIR HANSEN: Yes, we do. We have the new IP.

MR. FREDERICK: The policy is in the packet.

TREASURER VARELA: Right. Thank you. We had talked about it. Together, we did everything as a group. We didn't do too many updates. The biggest update we did with the help of the County Attorney, we cleaned up the language and took out a lot of unnecessary language in there. We did fix the bidding process and we are adding the language to do permissible investments in ETFs, which are exchange traded funds. Those of you that don't know what they are, picture a brief case or attaché, for

instance, and within that attaché case there are several different investments within it. Kind of like a mutual fund but it's different. These ones we're working with here is we're going to propose that we buy these ETFs that have investments that are already permissible within our IP policy, and we are at the language that we're going to review those instruments before we even buy them, so we're going to go through another process of having approved ETFS. And I actually pulled this out from my own investment account.

I can show you the difference how they can be tricky. This is one of them – it's called Uncle Sam. If you look within it, everything in there has notes of US treasuries or US bonds. This would be something – I'm not saying we're going to do it – but this would be something that we can consider and maybe approve it. They go by different names. Here's a different name here. Do the right thing. The only thing that this would be something that's permissible by looking at the performance of it is really well, but if you look within the holdings there are commercial paper – Ecolab, Microsoft, 3M, Apple, Honeywell, Alphabet, which is part of Google, Kellogg Company. So this would be something that we could not invest in. So we're going to come back as a group and look at all these different ETFs and then have a permissible one. That should also be available on our website where we can invest in these ones.

The benefits of investing in these is again, diversification. These ones do earn a little bit more yield which is what I was looking for. The safety and liquidity yield is something we do, but that enters what we practice in, but the little bit more yield that we can get benefits the County for different funds, different services that we can provide and still be safe and liquid.

These ETFs, you can buy them in duration of time. You can buy them when they can be liquidated fairly easily if needed, so these are the benefits of ETFs.

**IV. E. Request Approval of the County Treasurer's Investment Strategy for the Next Six Months**

So within that I'm going to my investment strategy. Invest in short term treasury bills and notes. Invest in mixed-step and bullet government agencies. Invest in short-term CDs, utilizing the front end of that yield curve. Invest in collateralized government money markets. Invest in cash accounts that are FDIC insured. Invest in approved ETFs if so approved with this action item. And invest in anything that's aligned with Article 6-10-10 in state statute. And of course maintaining my liquidity cushion, which I have several liquidity cushions if needed for fire, for whatever is needed so I can divert money to those funds.

For that, I yield for any questions and ask for approval for the updated investment policy.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: Thank you for that, Pat. That was good, and can we go back to the yields off all our account balances. So this is great because you presented everything we have in the accounts and then you presented the margins we get, evidence of how much that we're doing better than average or better than some benchmark and all that kind of stuff. And then you did the comparison between this year

and last year. So one of the things that's of interest to me, and I assume to the whole Commission is part of how we fund the County is the return on these investments, right?

TREASURER VARELA: Correct. It goes to different accounts and different funds. We look at – Manager Miller, can you tell me what we look for as a goal, overall, in the return on investment?

MS. MILLER: Madam Chair, Commissioner and Treasurer, I think last year our budgeted investment income – and I say budgeted for general fund, which is all our operations and other funds. So we separate out our investment for bond funds, but our pooled funds was about – I think it was \$1.9 million or something. \$1.3 million last year? Okay. It was \$1.3 million. And that's what we budget. That does not mean what we'll get. We tend to receive a little more than what we budget, but budgeting towards operations we had \$1.3 million last year and I think we're looking at something similar for next year because the interest rate environment hasn't changed enough to really bump that up yet, although we're starting to see rates increase.

And then we also have been looking for something to benchmark against. So there's what we budget, because of what we think we'll earn, and then there's what we can logically benchmark against, and it's kind of hard – you could say maybe the State Treasurer's Local Government Investment Pool, and some other funds, maybe money markets that are similarly structured. But it's hard to say what our return should be as a benchmark.

COMMISSIONER HAMILTON: Right. But this yield, like this comparison –

TREASURER VARELA: Which one, Commissioner Hamilton?

COMMISSIONER HAMILTON: The flattening of the yield curve. The page that compared last year and this year. I was just – part of what I was driving at is I think it would be useful additional information to see actually how much was used in the year. The budget as the Manager said, we wouldn't plan to budget more than we expect to gain, but for 2017 we know what we earned, because it was last year. And to see what we used and what we actually earned and what we expect to earn this year in actual dollars, not just the margins, would be to me a really informative addition to this. So I think it would be a new formative addition for comparison to see how we're doing each year, as our investments potentially grow but then we're also seeing what we can actually use from these changes from year to year.

All the other information that you've presented gives us the information of status and how healthy the fund is and what our approach is and that's what we need to know for the investment policy, etc. But somehow I keep feeling like it would really useful to know the actual dollar yields. So thank you.

TREASURER VARELA: Madam Chair, Commissioner Hamilton, I can do that. Since I've been in office this has been – I'll say this one more time – this has been the fun year for me because it had been so flat that this is the first year that it's actually – it's ridiculously dumb?? That it's been this high and it's expected to go three more times this year, to rate hikes. So they're looking at probably 225 bps if you look at in comparison. It's really going to look different next year but how long will this last? I don't know. Hopefully it will keep on continuing. They base the funding on inflation.

The inflation is two bps off from being there so that's why they're going to increase it again. That's another variable that the feds use to do it.

Regarding the new fed chair, he's what they call a hawk. That means he's really aggressive. The other one is considered a dove which is more conservative than this one, pushing for these fed rate hikes. Repercussions could be another housing market problem, commercial problems. That's just what I can see that could happen by reason too much too quick.

COMMISSIONER HAMILTON: So obviously, thinking about that in terms of planning on going.

TREASURER VARELA: Yes. That's why I'm looking at different diversification avenues that we could do.

COMMISSIONER HAMILTON: Thank you.

COMMISSIONER ROYBAL: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Roybal.

COMMISSIONER ROYBAL: I just want to thank our County Treasurer, Mr. Varela, for his presentation and the great investments that we have made. We appreciate that you always are keeping an eye on all of our accounts and keeping us informed. It was a great presentation, so thank you. I appreciate it. And I'd like to make a motion to approve.

COMMISSIONER HAMILTON: Second.

MS. MILLER: Madam Chair, before you make any motions can I fill in some things?

CHAIR HANSEN: Katherine.

MS. MILLER: Okay, first of all, so we need you to approve the investment policy first, because the Treasurer and these need to be two separate actions. So that resolution – so if you have any questions on the actual investment policy and changes to be made, I'd like to address those, and that needs to be approved first because then the Treasurer's investment plan for the next six months includes changes that are in the investment policy.

CHAIR HANSEN: So I will ask Commissioner Roybal if he will rescind his motion at the moment.

COMMISSIONER ROYBAL: Yes.

CHAIR HANSEN: And the second?

COMMISSIONER HAMILTON: Yes.

CHAIR HANSEN: Okay. And then we are going to go to Katherine and allow her to explain the investment policy.

**IV. D. Review of Santa Fe County Investment Policy [Exhibit 2: Revised Investment Policy and Resolution Text]**

**1. Resolution No. 2018-40, a Resolution Approving the Santa Fe County Investment Policy and Repealing and Replacing All Former County Investment Policies**

MS. MILLER: So thank you, Madam Chair. So during our Investment Committee meetings, as the Treasurer said, we went through a variety of things, but we

also kind of left it to do some cleanup and try to get some language changes that better clarified what the Treasurer's actual practices are, as well as better definition. And so while I don't have a redlined version in front of you, I can tell you what we essentially did, and Bruce can chime in – maybe he has a redlined version that I could borrow.

But we went through and did some cleanup, as I said, in the Table of Contents. Just a lot of things like, where we had terminology that we really didn't use anymore and clarifying also the difference between the Investment Committee and the governing body or the Board, Board of Finance, the overall investment portfolio, so there were inconsistencies throughout the policy with some of the terminology and definitions, and so we went through and cleaned that up.

We cleaned up a little in the area on page 1 of the policy under Authority, Objective and Scope. We narrowed down the actual objective of this policy a little bit. We had some stuff that we didn't believe belonged in that area so we moved them to other areas. We defined under definition basis points, as opposed to – well, we capitalized it and then did that throughout so where we were referring to a defined term you'll see there were a lot of changes like investment portfolio – capitalized the I and the P, basis points. So wherever we defined a term we actually capitalized it and did that throughout the policy.

We also gave a definition to core portfolio, which we put that up front, because that was defined in the back, but we moved that up. And as I said, through all the definitions did a little bit of clarification and then under the actual investment policies did the same thing, invest in Local Financial Institutions. We capitalized all of that, because we refer to them throughout the policy.

Standards of investments, we didn't make any substantive changes there, just once again trying to be consistent with the term Investment Officer as the Treasurer and clarifying terms under number III, where we talk of Standards of Investment B. 3, added a “provided that the credit risk or market prices changes are reported at the next meeting or immediately via email to the Investment Committee and that appropriate action is taken to control adverse developments.” So we added that last portion of the sentence.

Also under the Investment Committee, clarified who the members are. Didn't change any, just clarified it and spelled it out. And that section under page 4, Ethics and Conflicts of Interest, I think it's on page 4 on yours, on Internal Controls. Maybe it's on page 5 on your version.

CHAIR HANSEN: Page 5

MS. MILLER: Okay. Page 5 on Internal Controls, there's a clarification that we added under D. 3 where it says at the end of that first sentence it talks about being free and clear of any lien, I did want to note though that we do have a \$5.5 million investment that's in the Treasurer's portfolio and that is the LEDA loan guarantee. So this is a clarification. That does have a lien. And just making sure that that was spelled out where we did make that deposit. So that was another one.

Under Ethics and Conflicts of Interest, there were some terms about the Treasurer going and doing a separate ethics policy and we said we have a good ethics policy and code of conduct so the Treasurer's staff would fall under that and he doesn't have to go write another separate one from that.

We also had on the next page we have Permitted Investments. This is where we have discussed in Investment Committee cleaning up some of the language under US Government Obligations and Securities issued by United States Government and expressly backed by the credit of the United States Government. So those were just some clarifications and cleanups, not a change to what the Treasurer could invest in under those but just a cleanup of the language.

I think also on the next page under Repurchase Agreements, there was some clarification in the language on what repurchase agreements and providers of the repurchase agreements include the County fiscal agent bank and firms included on the currently approved broker/dealer list. So that was a sentence that was added to clarify repurchase agreement investments that would be made by the bank overnight when the money's at the bank. The Treasurer doesn't control those but the bank does those at night with our deposits. So to clarify that that is an allowable investment as well because it's covered in their contract as fiscal agent.

I think a little further down, also under Repurchase Agreements, just clarifying net worth or capitalizing Net Worth as we had defined that previously.

Then under the section – I think it's paragraph e. Exchange Traded Funds, the ETFs that the Treasurer refers to in the six-month investment strategy and also referred to as being allowed by statute, here's where we added those on page 8 on your copy of the policy. That is where we added that section that we discussed in Investment Committee and approved to be an added allowable investment.

And then we also in Investment Committee talked about the federally insured brokered CDs, often referred to as CDARs. We cleaned up that language to make sure we were reflecting the actual industry and how you invest in CDARs. It didn't change what we can invest in or limits, just clarified the language of how it's actually done.

Then on the next page, I think, under – we just deleted – there was a section that was actually moved and it's a section I read to you at the beginning of when the Treasurer would let us know when something falls below investment grade or have any issues with it.

Then under Section G. Risk, we just kind of reworded that area to read better. We didn't change the substance of it, just so that it actually read a little bit better to limit risk, loss of principal and make sure we have sufficient liquidity.

And then under that same section, under G. Risk, item 6 and 7 were added. The liquidity requirement was a new addition and number 7, Corrective Action Upon Downgrading, was that section that was moved. It was in the policy we just moved it under Risk.

Then under Risk Mitigation, a lot of the cleanup there was just using proper terminology. We didn't change anything substantive; we just cleaned up language so that it was consistent throughout the policy.

And then the next section under the Diversification Summary, the table, Allowable Securities, essentially what we did in this area, we just kind of cleaned up a difference between the whole portfolio, the total portfolio, or the core portfolio. So we have, for instance, a max stated maturity, final maturity, five-years, unless it's in the core portfolio because as you know, the core portfolio can go up to ten years. So we clarified that, and then we said the diversification limit, if it was of the overall portfolio or if there

was some restriction to specifically the core portfolio. So all the way down that we just tried to make that clarification about being – whether it was core portfolio or the overall portfolio, and then we also added the ETFs into there, and the fact that the little note at the bottom that ETFs must be on an approved list that's approved by the Investment Committee. So that goes to having to have a current list of what the ETF has investments that are allowed by our policy. So you have to look at each one on a regular basis to make sure they're not investing in the ETF in something that's not allowed by our policy. And so that's how you would get them on the list.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: The 10-year for core portfolio, is that stated someplace else? Should it be in the summary tables? Because you mentioned it, but it's not actually written in the summary table.

MS. MILLER: We did it in the definitions.

TREASURER VARELA: Madam Chair, Commissioner Hamilton, it's in the definition of Core Portfolio that it can go up to 10 years.

COMMISSIONER HAMILTON: Are these other time limits that appear in the summary table?

MS. MILLER: It's also right below the table, where it says Core Portfolio.

COMMISSIONER HAMILTON: That's fine. Thanks.

MS. MILLER: And then we also made a change where we had for the – so we're on the ETFs. We have the 25 percent of the portfolio and we also had the New Mexico Finance Authority bonds. That was, I believe – there wasn't a percentage – I don't think there was a percentage on that table and we changed it to five percent of the portfolio, because that was somewhere else in the policy but hadn't made it to the table. And then under CDs, we made sure that we had the – is it \$200,000 or \$250,000?

TREASURER VARELA: I think it was \$250,000.

MS. MILLER: Per issue or ten percent total. Let's say \$250,000. If the policy in front of you doesn't say \$250,000 it needs to say \$250,000. At the bottom of the table. What does it say? It should say \$250,000.

CHAIR HANSEN: Under Certificates of Deposit?

MS. MILLER: Yes. Because that's the amount that's insured by the FDIC. And so we don't go above that on any CDs. So I would ask for that change to be there.

CHAIR HANSEN: County Attorney Frederick.

MR. FREDERICK: Madam Chair, the \$250,000 limit is in the text of the investment policy so we can regard it as a typo and we'll substitute in the table. We can put that in tonight and get the right version of it recorded.

CHAIR HANSEN: Do we need to state that in the motion?

MR. FREDERICK: Madam Chair, I don't think so. I think it's obviously a typographical error. The text of the policy is clear. We just need to conform the table to the text.

MS. MILLER: So Madam Chair, if you look at the previous page under H. 3 it does say \$250,000 and it should say \$250,000 because that is what the investments currently are and that is the FDIC level of insurance.

CHAIR HANSEN: Okay.

MS. MILLER: Also, the ten percent of the portfolio is correct, so it's just that as a typo there on the \$200,000.

Another area that was actually clarified and changed is under Government Money Market Funds. It used to be five percent of the portfolio but the reality of how the Treasurer moves money from one investment to another, those are like the Schwab accounts, money can come into that, to wait to be invested into a security. So we actually increased that to reflect the actuality of what happens. So that percentage went to 35 percent of the portfolio.

Then if I go to next section, we just made a couple little cleanups about using the correct terms, until you get down to competitive selection of investment instruments, which is what we discussed at length in Investment Committee to reflect actually how electronic trades are done, and so that section is what we discussed at length of making sure that this portion reflects what actually happens with the Treasurer working with entities that have electronic platforms. And so that language is all different but it is based upon what we discussed and to try to reflect what actually transpires. And I think that goes pretty much all the way through to the last paragraph where we did add where competitive selection does not apply, clarified that.

Then under Trading, we just capitalized Investment Officer. Same under Safe Keeping, capitalized Investment Portfolio, capitalized Board. Under Collateral Policy, capitalized Financial Institution and then under Selection of Investment Advisors, Q, we cleaned up the language under those paragraphs. It had four paragraphs but we actually revised that down to three. The paragraph that was taken out was a reference to contracts and approval of the Board, but our contracts, any of the contracts the Treasurer enters into go through the County's procurement policy. So we took reference to external contracts out.

And then under Performance Benchmarks, we added a sentence at the end. Similar credit quality under one. We said or similar credit quality, and same under paragraph 2, added and credit quality.

Then under Section S – sorry to go through this so slowly, but if we gave you the redlined version your eyes would be crossed because it took us several times of looking at this. Under Section S it was just capitalizing Investment Officer and Financial Institution throughout that. Same with Securities Broker/Dealers, capitalizing Investment Committee.

The next section, same thing. Capitalizing Investment Committee in paragraph B. Under e clarifying Investment Officer, Securities Division of New Mexico Regulation and Licensing. All of this just cleanup language actually through that whole area. Paragraph 3, 4, 5 was all cleanup of using the defined terminology. And then under reporting requirements, same thing. It was just cleanup language. Nothing substantive. And that was it.

CHAIR HANSEN: Thank you, County Manager. I understand that the redline might have made our eyes hurt but sometimes it helps for us to see a redline version also, even though it's challenging.

MS. MILLER: Madam Chair, the reason is we had so many people editing it was like red, blue, green. It was – and there was no way to get it all into one. There

were just so many redlines it was hard. We actually had to start working off of one ourselves that hadn't been redlined to make sure that we were doing it properly.

CHAIR HANSEN: I totally appreciate you going through all of the cleanup because it was really important that we do this and we make it consistent so I thank the Treasurer, County Manager and County Attorney for working so hard and diligently on cleaning up this policy because it was something that needed to be done and we're grateful. So now I would like to have an approval of the changes to the Investment Policy.

MR. FREDERICK: Madam Chair, let me just say, another reason that you don't have a redline in front of you is this is actually – although we amended the existing one in practice, what you're actually doing here is adopting a new Investment Policy. So it's a little bit different than was done in 2016. In 2016 the Investment Policy was simply presented to the Board and the Board and the County Treasurer signed it. There was no resolution. There was also no repeal of prior investment policies and there actually was a prior Investment Policy that was adopted in 2012. In 2012 it was by resolution. So I am trying to clean up the record by your just going to – as the County Board of Finance you're going to adopt a brand new Investment Policy and you're going to repeal all former investment policies and we'll wipe the slate clean and go forward from here with a new Investment Policy, which is just slightly revised from the old Investment Policy.

CHAIR HANSEN: Okay, so just to be clear, first we're going to repeal.

MR. FREDERICK: No. Madam Chair, if you look at the agenda it's a resolution that's adopting an Investment Policy and repealing all prior investment policies.

CHAIR HANSEN: Okay.

COMMISSIONER ROYBAL: Madam Chair.

CHAIR HANSEN: Yes.

COMMISSIONER ROYBAL: I'll go ahead and make the motion.

CHAIR HANSEN: Thank you.

COMMISSIONER ROYBAL: I want to make a motion to approve a resolution approving the Santa Fe County Investment Policy and repealing and replacing all former County investment policies.

COMMISSIONER MORENO: Second.

CHAIR HANSEN: Okay, we have a motion by Commissioner Roybal and a second by Commissioner Moreno.

**The motion carried by unanimous [4-0] voice vote.**

**IV. E. Request Approval of the County Treasurer's Investment Strategy for the Next Six Months (cont.)**

COMMISSIONER ROYBAL: Madam Chair, I'd like to make a motion for approval of the County Treasurer's investment strategy for the next six months.

CHAIR HANSEN: Now, do I have a second?

COMMISSIONER HAMILTON: Second.

CHAIR HANSEN: Motion by Commissioner Roybal, second by Commissioner Hamilton.

**The motion carried by unanimous [4-0] voice vote.**

TREASURER VARELA: Thank you, Madam Chair, next on the presentation is the delinquency report. As of March our delinquency girls have collected \$555,723.34. They have worked on 1,468 accounts this calendar year, and between the both of them the March total was 477. Between the two girls they average about 489 accounts a month. So year to date they've collected \$2,165,867.67.

From our strategy session this question was asked, this is percentage of property tax collected. As you can see, in 2016, which was last year, we're already at 98.3479 percent collected. \$2,785,000 is lacking. If you go back to 2013, we've already collected 99.5854 percent with \$624,000 lacking. And previously, these numbers had never been this high before and actually, if you go into my office right now, property tax season, we don't have anything. Adam Bailey from Finance communicated to me the other day that we've already collected a substantial amount in the first half, and I don't know if that was because they offered that rebate if you paid the property taxes. I don't know why but a lot of the taxes are already pre-paid or that's how good the economy is, it was pre-paid in the first half. Or because we changed and now we have three coupons that have a full year, and first half and second half. We can save money but we collected more the first half than we have in previous years.

CHAIR HANSEN: I think these women in your collection department are incredibly competent and do a great job on collections.

TREASURER VARELA: They do. They do very well. Thank you. I'll relay that to them. So the average yearly bill base tax that we do through the County is \$166 million and I put that in there in the strategy session. So this is pretty much what the Assessor bills out there.

My upcoming projects, property tax collection outreach, that's continuously. I would like to update my website to have more of a timeline of what we do in the office so people know this is when property tax bills go out. This is when the Assessor sends out the bills and so on and so forth. Better communication, better visual on the website.

And I would like to see more of the County use, as we're using in our office, what they call secure check. These types of checks that we have, they can't be washed and changed. We've been having a little bit of a virus going out there where they actually wash the name off and put their own name on there, so then they'll take them to Walmart or these off places to cash the check and they get cashed. So these ones, they can't be washed, they can't be changed. There are things imprinted where they do the ink within the print of the check. So I'd like to see this go on in Corrections and different places that they issue these kinds of checks.

Next my segue, I have two members that have been waiting here from the bank. We have Scott Czarniak and Melissa Gonzales who are representatives from the bank. I know last year we had a lot of issues with the bank they merged with Sunflower. There have been some issues. Basically the County hadn't seen that direction until Scott jumped in in December and he said, I'm new. Let me help you guys out and so he jumped in and

so far we've been having some good luck with them and they're here to talk on behalf of that part. So I'm going to turn the microphone over to these two and we'll hear from their bank.

CHAIR HANSEN: Welcome. Would you please state your name, both of you, again, for the record?

SCOTT CZARNIAK: Thank you, Treasurer Varela. Madam Chair, Commissioners, my name is Scott Czarniak. I am the regional president for northern New Mexico for First National 1870.

MELISSA GONZALEZ: Madam Chair and members of the Commission, my name is Melissa Gonzales. I'm the senior vice president and senior depository officer.

CHAIR HANSEN: Thank you.

MR. CZARNIAK: I wanted to start by thanking and commending Treasurer Varela and Deputy Treasurer Lujan and his staff for their diligence and oversight for the County's banking services with First National as the fiscal agent for the County. They're extremely diligent. We meet with them on a monthly basis. Their staff is engaged on a daily basis with a number of our team members here in Santa Fe. As Treasurer Varela had mentioned, I am fairly new with the bank, started in October. I've been in the banking industry for over 20 years, grew up in New Mexico. My wife's family is all from Pojoaque and when I came in there were a number of matters that were being attended to but we felt not being attended to quick enough.

So we took action. We brought the team together, which is comprised of a number of bankers with combined over 100 years of experience, the majority of that team here in Santa Fe, the other team in Albuquerque. And we devised a strategy and a plan to change a number of processes and procedures. On behalf of the County at Treasurer Varela and his staff's recommendations we made some improvements across the board in regards to lock box processing with improved technology, brand new scanners, software and a number of other ventures that we made changes to in this first quarter of the year to ensure better service for the County and for Treasurer Varela and for his staff.

Certainly, it does not fall on deaf ears. We take that responsibility very seriously so when there's matters that are brought to our attention by Treasurer Varela or his staff, Melissa and her team, she oversees the entire team for the County relationship with the bank. They move very quickly to ensure that we are finding solutions and being proactive to serve the services for the County.

CHAIR HANSEN: That is good news to hear and I'd like to know if there's any comments or other questions from my fellow Commissioners. Commissioner Hamilton.

COMMISSIONER HAMILTON: It is very good to hear and I actually appreciate that you guys were willing to come and talk to us and to me that's a good expression of commitment and communication. So we very much appreciate it.

MR. CZARNIAK: Thank you, Commissioner Hamilton.

CHAIR HANSEN: Yes.

COMMISSIONER ROYBAL: I just want to commend the efforts from both offices, because I know that a lot of times when you're working together as two entities it does take quite a bit of teamwork and so I appreciate that. Thank you, guys.

MR. CZARNIAK: Thank you, Commissioner Roybal.

CHAIR HANSEN: And we hope to see it continue.

MR. CZARNIAK: Thank you, Madam Chair. Certainly.

CHAIR HANSEN: Are there any other questions from the Commission? Is there anything else you want to tell us?

MR. CZARNIAK: I just want to say that it's a distinction and honor to be the County's fiscal agent as our bank. My family, my wife's family has been banking with First National for five generations, so I'm reminded every holiday that it's very important to continue on with that tradition of service, and we take that very seriously. I take that as a personal prideful reminder on a daily basis to conduct our business that way and I can assure you that we will do so.

CHAIR HANSEN: We appreciate hearing that. Ms. Gonzales, is there anything you would like to say?

MS. GONZALES: I think our president, Scott Czarniak, has done a tremendous job serving the County as well as making the County a priority internally, and has appointed me to oversee the relationship. I too want to comment Treasurer Varela and Deputy Treasurer Lujan for their tremendous commitment to making sure that the fiscal agent bank serves the County to its best ability.

CHAIR HANSEN: We appreciate you coming here and speaking to us. It helps us to reassure that we are getting the kind of service that we need to have from First National. Okay. Thank you very much.

TREASURER VARELA: Madam Chair, members of the Commission, that ends my presentation. I yield for any questions if you have any further ones.

CHAIR HANSEN: Katherine? Any of the Commissioners? Okay. Thank you, Treasurer Varela and Deputy Treasurer Lujan and members of the First National family. We are happy to have you're here. So with that, can I have a motion to adjourn and resume the Board of County Commissioners meeting?

**IV. F. Adjourn and Reconvene as the Board of County Commissioners of Santa Fe County**

Commissioner Hamilton moved to adjourn as the Board of Finance and resume as the Board of County Commissioners. Commissioner Moreno seconded and the motion carried unanimously.

**V. MATTERS OF PUBLIC CONCERN**

CHAIR HANSEN: I've already had Matters of Public Concern once but I will ask if there's anybody else here who wishes to speak under Matters of Public Concern. No? Okay. Thank you very much. That's closed.

**VI. MATTERS FROM THE COUNTY MANAGER**

**A. Miscellaneous Updates**

MS. MILLER: Madam Chair, I've got a few things in addition to some items that have been actually put on the agenda for updates or to kind of bring some

things full circle for you. First of all, is Eric here? Okay. Real quick, because I have Eric here but I want to give you a couple of quick announcements.

First off we have a Fix-It Clinic and coach recruitment Saturday, April 28<sup>th</sup> from 1:00 to 4:00 at MakeSanta Fe, 2879 All Trades Road, and this is something our sustainability group has put together. Come fix your broken stuff or at least learn more about how it works and learn how you can become a coach at future clinics. It's an all-ages, do it together repair event. Bring broken electronics, appliances, toys, etc. for assessment, disassembly and possible repair. Ken's going to provide the workspace tools and guidance by specialists from Fixitclinic.org to help disassemble, troubleshoot and hopefully even fix your item. So you can go onto our website but you can register for the Fix-it Clinic at [www.goo.gl/6Kaxms](http://www.goo.gl/6Kaxms). And they're just saying you can walk in but it might work better, they'll give preference who actually sign up first and this is being done in conjunction with quite a few entities, but Neal Denton, our County sustainability specialist is the contact, and his number is 505-992-9832 if you want more information.

Then I also wanted to give the Board a heads-up that we have Bike Week. It used to be Bike to Work Week, but now it's Bike Week, May 12<sup>th</sup> through May 20<sup>th</sup> and we have a pretty extensive schedule of events and we'll be posting all of this information on our website and around the county, but the culmination for the County Commission and County staff to be aware of is that on Friday, May 18<sup>th</sup> we do a little competition and do a convoy to the railyard out front at 4:00 with City and County elected officials and staff. We do a convoy over to the railyard where we participate in a variety of events that they have – music, booths and more at the railyard. So I just want to start getting people to put this on their calendar and look for things and we'll be doing various events throughout the week.

Then I have one other thing. I'll come back to the budget and the budget updates for you but I also wanted to mention that we have the graduation for our firefighters academy May 10<sup>th</sup> at 6:00 pm at the IAIA auditorium, and that is the academy for our fire cadets, 22 cadets will be graduating. That's the 18 new positions, plus some vacant positions that we had, and it would be great if any of the Commissioners are available to attend. We'd sure appreciate that.

So those are my miscellaneous updates and announcements and then when we get to the budget item I just want to go over looking for some final update to finish our interim budget and the strategic planning. With that I'll ask Eric Witt to come up and give you an update on the film office and what we've been doing.

**VI. A. 1. Update on Regional Santa Fe Film Office** [*Exhibit 3: List of Films and Locations; Exhibit 4: List of Accomplishments*]

CHAIR HANSEN: Welcome, Mr. Eric Witt. I just want to state that I am so happy to see the posters in the chambers and thank you for doing that. I know there are three more frames that are coming and it will fill out the whole chambers and it will look fantastic but it already looks great to show off the great things that we do in film in Santa Fe County. So welcome.

ERIC WITT: Thank you very much, Madam Chair. We can get as many as you want, not just three.

CHAIR HANSEN: Well, there's just three more empty spaces.

MR. WITT: Yes. These are all films, by the way, for those of you, members of the Commission and members of the audience, that were shot entirely or in large measure here in Santa Fe County. Some of them may surprise you. But they're just kind of cool to see what it that we do.

We're going to do a quick sizzle reel of films that were shot last year in the state.

[A video was shown.]

MR. WITT: You need a THX sound system in here to get you guys going. Thank you again for having me. I'm going to keep this very short. I know you're running a little behind in your schedule.

As you can see from – not this particular slide. I have a whole power point presentation that I'm not going to do that usually –

CHAIR HANSEN: That's too bad.

MR. WITT: It usually takes about an hour.

CHAIR HANSEN: Okay.

MR. WITT: It covers the local, state, national and international film milieu and how we plug into it and how we compete. But from that sizzle reel you can see, and particularly you all have, I believe in front of you, a production map that shows from 2003 roughly through last year, the major films that have been made throughout New Mexico. One of the concerns that a lot of citizens had as well as legislators is that film is primarily viewed as a Santa Fe, Albuquerque endeavor but as you can see from that map that is absolutely not the case. At the state level, the state makes a great effort to try to push production all around the state and we do.

As some of you may know I ran the state program from 2003 through 2010. We made a conscious decision and effort to try to get at least one major production into every single legislative district at least every couple years. A) to spread the love around, but B) because the state production incentives are all funded at the state level and that depends on legislative support. And there's nothing that builds support like that than having a big production roll through town. In some towns, in a five-week shoot period, for example Lordsburg where they shot Indiana Jones and I think the Crystal Skull or whatever the last Indiana Jones was, in about five weeks they generated the economic activity equivalent to an entire year in that town.

The industry itself, by the way, has become a major part of New Mexico's overall economy. It's probably the most successful overall economic development project that the state has undertaken in the last 40 years. Certainly since Intel moved in in Rio Rancho. It's been on that scale.

Very quickly, you have exhibits, document VI. A. 1, I believe in your binders, which is just an updated report on what we accomplished at the film office in the last year and a half relative to the stated goals when you all agreed to form this Santa Fe Film Office about a year and a half ago, a little over a year and a half ago. Of immediate note, on the second page, you will see the amount of production in terms of dollars that we do. Our first year, the Santa Fe Film Office had essentially doubled the amount of production over the prior year, from \$70 million to \$145 million in direct spend, equating to about

\$435 million in economic activity generated throughout the Santa Fe region.

This year we're going to be down a little bit, primarily because, as some of you may have heard, the state had had for a time a cap on the amount of incentives that they pay out. They don't have a cap on the amount of incentives that can be earned in a given year, and what's happened for the last three years in particular is that more incentives have been earned than the state has been paying out with the result that the state has built up a pretty substantial backlog of past due credits and it's causing some productions, particularly the bigger productions, the big tent-pole movies, like *Avengers*, what they call tent-pole movies, it's giving them pause to come into New Mexico because they don't know when they're going to get their money. And so even though they want to be here, they're saying when you guys fix that, when you take care of it then we'll come back. In the meantime we're a little hesitant.

So I think this year, from \$145 million, I think we're going to be down to about \$110 million. Maybe a little more than that. We're dropping about 25, 30 percent, and that is true across the state of New Mexico. That's not just in Santa Fe.

You can also see derived from those numbers relative indicative of wages paid in terms of salary to crew members, hotel rentals. As you can see, the trends are pretty strong here in Santa Fe County. \$435 million of economic activity is a pretty substantial chunk of change for the county. That translates – we're a joint City-County office, as you know, that translates into about \$12 million in income to your respective local governments and why that's important is that is free money. As I mentioned, the incentives are all funded at the state level. You don't pay anything at the County level or at the City level – the local governments – towards those incentives, except to the degree that you fund this film office. But you get to collect your share of the gross receipts, the lodgers tax, other licenses and fees, and we designed that for that very reason at the state level. Somebody – one of your applicants for the open representative seat, mentioned the hold harmless going away. When the state eliminated the food tax we had a provision that held local governments harmless for the amount that they lost in the equivalent gross receipts. That is being phased out now.

One of the reasons we designed this program the way we did now at the film incentive level was to try to replace some of that reduced gross receipt tax that you're going to be now dinged with, and also reduce capital outlay expenditures from the state level, particularly when you were going through tough times in 2008, 2009, etc.

So without getting into too much detail about this, the next thing that I want to address, and then I will wrap this up or stand for questions, a common question that we get that some of your constituents raise, and Commissioner Roybal, I believe one of your constituents in particular has taken a keen interest in this is what's the difference between a state and local film office? Why do we have the two? And at a very basic level it's like saying, well, why do we need a county sheriff when we already have the State Police? They have entirely different jurisdictions. They have different functions. They have different missions.

The state film office, which I oversaw for many years, they're responsible for administering the state incentive program. They are the first point of contact when a production comes in, when they are making their initial inquiries about film in New Mexico. They are the last point of contact when a production leaves here, when they're

filing for their incentives, but in between, during the actual production, while they're here on the ground, the State Film Office does not engage pretty much at all with the production. And that's where the local film office comes in relative to production. We take that hand-off from the State Film Office once production comes into New Mexico. We handle all their day-to-day production issues, whether it's permitting, whether it's dealing with building codes, whether it's resource location, some scouting, dealing with different jurisdictions in the County of Santa Fe. As you know we have the County government, State government, City government, various local entities, tribal governments, the feds – that can be a pretty difficult maze for productions to navigate so we help with that.

We handle productions that never even interface at all with the State Film Office, things like music videos, still shoots and commercials, microbudget films, student films, people that just never even go to the State Film Office to begin with but that we have to handle. That's about 50 percent of our time, serving productions that are on the ground. The other 50 percent of the time, and this is where being a joint County-City office really comes into play, is we serve as the entity that really drives this industry down into the local community, meaning that we work with local business and chambers of commerce to increase local spend, local vendors, etc., etc.

We work with local school districts and they increasingly want to develop media arts programs in the schools. For example we have an upcoming meeting with a new Eco School system. That was the old Vo-Tech when I went to Santa Fe High. We cosponsor a number of special events, host film festivals. I just spoke on a couple panels at *Cine Festa Italia* which happened this last weekend. We do workshops. We work with local film partners such as IAIA, the Stagecoach Foundation, which is George R. R. Martin's foundation that just started up here, various other production entities. We give presentations regarding the industry to public and trade organizations. That's this power point that I'm talking about. I'm happy to go through that, not right now but if you ever want me back on that it's a very interesting presentation. Very interesting presentation, actually.

We work with other local departments, local government departments such as Tourism Department in particular, both State Tourism, our County Tourism folks, Economic Development, City Tourism, etc. We act as advisers to the State Legislature as they are contemplating changes to incentive programs and other issues that they deal with at the state level. We also integrate relocating film professionals into the local community. As the industry has grown, either a lot of New Mexicans who grew up here have had to leave to work in the industry, like myself, are now coming back to New Mexico, or people who are just tired of living in New York and LA and such are wanting to relocate here. We help. We interface with them and help them reintegrate into the local general community but also the film production community.

We do general community outreach, and then we also kind of act as a local enforcer for good business practices and handle complaints and some questionable activities that we inevitably find going on out there, and then Madam Chair and Commissioner Roybal, particularly to the issue at hand with your constituent, we handle constituent inquiries, complaints, etc.

Regarding your constituent, Commissioner, we have made at least three offers

now to meet with that individual and the offer still stands at any time at his convenience. I know the individual quite well, consider him a friend and would be happy to answer whatever questions he has.

Now, of all the things that I was just saying – the last thing that we do, the last two things that we do, and these are kind of big deals. We promote Santa Fe to the industry in general through personal contacts, through trade shows, etc. The state does not do that. Instead, the state is almost – under the current administration – is kind of prohibited as a matter of fact, from promoting any region in particular, but Santa Fe shares a special place in the administration's heart, let's just put it that way right now. So it's kind of left to us to go out there and really push the industry locally.

And then, because of I guess my personal involvement with the state program for all those years, and in other contexts we have, Santa Fe, and hence the Santa Fe Film Office, we kind of act as a gateway for production throughout northern New Mexico. So we also help our friends in Los Alamos County, Rio Arriba, Taos, Mora County, San Miguel, Colfax County. We don't directly service production in those areas but we do provide assistance to them whenever they need it and Santa Fe does serve as a physical base of production for productions that will shoot primarily here but then take a week, go up and shoot in Chama, or something like that.

That's about it. That's kind of the overview of what we do, where we're at, the difference between the state – any state – and any local film office. And I would stand for any questions that you all may have.

CHAIR HANSEN: Thank you, Eric. I'm happy to hear you're so busy. Do we have any questions from the Commission?

COMMISSIONER ROYBAL: Yes. Not a question but I guess a comment. I think that what we need to do – with my constituent in particular that did have some questions, I'm hoping that this will answer those questions and I'm thinking that it probably will but I know that he indicated that he really couldn't come during the day to meet, so it was difficult for him to get out of work, but I'm hoping that this will probably address any concerns that he had and if not, if he has other concerns he can send those and we can work on giving him an answer to those.

MR. WITT: Madam Chair, Commissioner, happy to do it. In fact the last time I saw him we were having dinner together. So I'm happy to meet with him at his convenience.

COMMISSIONER ROYBAL: Okay. And then I just want to say I appreciate the presentation. I really like what I see on here so I really appreciate that. Thank you.

MR. WITT: Thank you, Commissioner. Much appreciated.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: I also want to thank you for the presentation. It was actually really helpful and very interesting, so that was really great. I had a question with regard to the state incentives. Haven't we talked about the County supporting, like in the next year, trying to get that changed?

MR. WITT: Madam Chair, Commissioner, there's a lot of talk and a lot of support in the legislature as a matter of fact, and among every single current gubernatorial candidate of both parties for doing something to address the issue with the

cap. It is putting an artificial – no pun intended – governor on the growth of the industry in the state. Some of our competitors, for example most pointedly Georgia, who were a little dog on the porch in 2010 have surpassed us by a factor of six. We did, statewide, about \$500 million in production last year; they did close to \$3 billion.

That was our growth trajectory that we were on as the state of New Mexico prior to them imposing that cap in 2011 and we'd like to get back to – but that just indicates the growth potential. This first slide, the only slide that I'm going to show and it just happened to be up there, I say this a lot to people. "There is no continuum of success. History can't help us win tomorrow." Just because we've been very successful in the past in this business doesn't mean we can just ride on our laurels. There are a lot of other people coming after us. Business is always changing. There are a lot of global factors in play that we need to constantly adjust for, so I do appreciate the support of the County Commission, the legislature, and we're just going to have to keep an eye on it going forward.

COMMISSIONER HAMILTON: Well, I think that's part of the reason, like some of the numbers you've presented that translate to work that has actually been done, filming what it means to the local economy are incredibly hopeful. I think some of us have known that generically but this is really useful. It's clearly important, so I really hope we do move forward with that.

MR. WITT: It's a vision, Madam Chair and Commissioner and those kind of like the production map that you have and these charts, they help a lot. They tend to have a big impact, because people hear about it – you're right – and they see the little yellow signs on the road, but when you see it in front of you, the reaction is Holy smokes. I had no idea.

COMMISSIONER HAMILTON: Thank you.

CHAIR HANSEN: So, as you know, I'm a huge supporter of the film industry and I really am disappointed with the administration that we have at the state level because I feel like we have such an opportunity here to create employment, to keep our young people employed here and I want to thank you for your hard work, because I know that even though it's kind of a glamorous job, at least that's how people perceive it, it's not always as glamorous as it appears. And I know that it takes a lot of hard work on your part to make these things happen and I am grateful for that and I want to acknowledge you for that.

MR. WITT: Thank you, Madam Chair. I'd like to acknowledge my partner in crime in this, Jennifer LaBar as well.

CHAIR HANSEN: Yes, that's where I was going.

MR. WITT: I'm sorry. I didn't mean to interrupt them.

CHAIR HANSEN: Because I know how important Jennifer is and I'm grateful that the County has seen that we need a team and that you have somebody to help you and so I want to thank you, Jennifer, for all your hard work also because I know that you keep Eric in line and we need that.

I do have a couple questions. How many local film offices are there in the state besides the Santa Fe County and City office? I know Albuquerque has one.

MR. WITT: Yes, Madam Chair. Albuquerque has a dedicated film office. Las Cruces has just formed a dedicated film office. The entire state is covered by what

we call regional film liaisons. They may not have a formal film office, for example, in Rio Arriba County, but there are local – they are either employees that have other jobs as well, wear a few hats, or they are local volunteers. And the entire state is covered. I think there are about 25 of these local film liaisons in addition to formal film offices. So if you're out shooting in Mosquero, or Reserve or Roy, those are the local folks that will help you get where you need to go.

CHAIR HANSEN: That's great. It's great to have local liaisons. As I've said many times, I would like to see the industry grow but we're kind of in a conundrum because we can't raise the cap, and so without raising the cap we can't really grow. So we all are looking forward to a new administration where that's possible for us to grow so that the film industry in Santa Fe County can develop and grow and we could have more studios and we could have post-production and we could have the things that we need to bring and to keep our young people here who want to work in the film industry. Not all the jobs in the film industry are glamorous – the painting, the staff, but they're jobs and they're well paid jobs for the painting and the backstage work, above the line and below the line. We need all of those people here working and so we're all hopeful in the future that we can create more jobs, remove the cap, and move forward.

MR. WITT: Thank you, Madam Chair. I couldn't agree more. One thing I would be remiss if I didn't mention, in addition to Jennifer, because of the unique nature of this business that touches so many parts of the economy and day to day operations of government, virtually every single department in the County has been a tremendous help and partner with us, whether it's Fire, whether it's Land Use, the Public Works, Growth, Legal Department, Sheriff's Office in particular gets involved with a lot of these productions and none of this would happen without them. It's not just the Film Office that's doing this. It's everybody working together. So I really do want to make that pointed acknowledgement to all the other operating departments and thank them.

CHAIR HANSEN: I think that all the departments recognize that the film and movie industry contribute to our economy and how important it is. We need economic development and it is a clean industry that our sustainable community can support, and that's really important to me also. So thank you, Mr. Witt, and if there's any other comments from my Commissioners – I really appreciate you taking the time to get us up to speed on what's going on. I really appreciate getting the posters in the chamber. It's only taken a year. And I'm grateful for that because I feel like we need to promote the film industry and this is one way when people do come here from out of town or even our local citizens they can see. Oh. *The Avengers*. That was filmed here. And these are the movies and the film productions and TV productions that are happening in our state and that people can know that. So thank you.

MR. WITT: Thank you, Madam Chair, Commissioners, and as always, if you have any other questions or need anything from us we're here at your service. So thank you very much.

CHAIR HANSEN: Thank you, Eric and thank you, Jennifer, for everything both of you do for Santa Fe County.

**VI. A. 2. Quarterly Update on Rights-of-Way Agreements for County Maintained Roads within the Pueblos of Nambe, Pojoaque, San Ildefonso and Tesuque**

MR. FLORES: Thank you, Madam Chair. I want to thank Eric and Jennifer for putting *Midnight, Texas* in the sizzle reel. I don't care about the posters on the wall. That's the only production of Santa Fe, Santa Fe County, that I really care about, so I want to thank them for putting that in their sizzle reel.

CHAIR HANSEN: Okay. Good. I'm glad they made you happy.

MR. FLORES: That's all that matters, Madam Chair.

CHAIR HANSEN: I know.

MR. FLORES: So just to take the Board back a little bit, on January 30<sup>th</sup> the Board did two things. One, they adopted a resolution, 2018-13, that basically approved the right-of-way settlement agreements with four pueblos – Nambe, Tesuque, Pojoaque, Pueblo of San Ildefonso. And part of that resolution not only established the approval of all the right-of-way agreements but also outlined the implementation steps that were necessary to make sure that we were successful in implementing the right-of-way agreements.

By resolution the County Manager was required to establish and designate key staff to the implementation process. That key staff was to receive complaints, work with prior property owners, pueblos and BIA, work with lenders, title companies and others in the home financing industry. And in the last part of that – and this is all Commissioner Roybal that directed this, was to: three years from the date of the resolution moving forward brief the Board quarterly on the activities that have taken place, how the right-of-way settlements are being implemented, and to identify any potential problems as we move forward in the settlement agreements. So that was the framework that the Board looked at in January of this year when they adopted all of them.

So I want to address a couple of things and then kind of give you a status of where we are. So the implementation team, the County Manager established a project team as we would with any major project once the Board adopted those agreements in January. And she allowed some discretion on who was going to be part of that key staff of that project team. So we took a step back and we thought about how we would approach this with the public.

So Mr. Kelley and myself lead the team from both the technical and the implementation standpoint. We have Mr. Rudy Garcia, Mr. Chris Barela and Mr. Orlando Romero who are dealing with constituent services which is a huge component of the implementation. We also have Ms. Mihelcic from my office who's our communication coordinator. She's going to oversee all the public outreach and community involvement as we move forward and I'll explain how that's going to happen when I get there.

We also tapped Erle Wright and Kristina Kelso from GIS since they are our digital surveying clearinghouse for us with LIDAR and their GIS technologies. We wanted to make sure that they had input in the up-front work of the team and also the ability to, once the surveys are completed, quickly translate those into our documents so that we could have a permanent record. And then we had Ms. Stephanie Schardin Clarke from Finance because the implementation, as we know, there's a financial responsibility

of the County so of our course our Finance Director is on that team. And then Mr. Bill Taylor, our Purchasing Director, is in charge of procurement and contracts.

So that's a very broad team that the County Manager established with very specific roles and timings of each of those positions.

Immediately after the January meeting Ms. Mihelcic kind of retooled our landing page for not only the Pojoaque Regional Water System but also our rights-of-way because they are linked. So now you are able to go on line, go to a single page and then click your way to either subject to get the current information.

We drafted an implementation plan. Mr. Romero and Mr. Barela sat down and put an implementation plan together that included a large, complex community outreach program. We've decided that once we get to the procurement process and the Board looks at who that contractor is that we're going to be recommending, hopefully, by the end of June, we immediately need to have kick-off meetings in the community. It's one thing to have a contractor selected and approved by the Board but it's the other thing to be working with all those communities within each four pueblos with the project schedules, who the points of contact are so that we're all in step when they're actually out there doing the surveys.

The RFP, I can't go into a lot of detail on it because it is an act of procurement but that RFP will be let and on the street hopefully this Sunday with the contract brought back to the Board in June. We have already selected the escrow agent and that is in place, which was a requirement of the settlement agreements.

So what have we done today besides doing all that? I think all of you know, when I let the Board know and the County Manager let you know on the 13<sup>th</sup> of April, which was our first strategic planning meeting as a County, was notified on April 12<sup>th</sup> that the Secretary of the Department of the Interior has executed those four agreements. What does that mean? As you know, each of the agreements is times. In other words, there's an element in each agreement where we have to do certain things within a certain timeframe.

So from my perspective the clock is ticking on the County as of April 12<sup>th</sup>. The goal is to have all the surveys completed, the applications made, prior to April 11<sup>th</sup> of 2019. Again, the RFP is going to be advertised this weekend and hopefully the recommendation comes to the Board at the end of June and the Notice to Proceed, or NTP would be issued shortly thereafter.

We've talked about revising the initial implementation plan. Of course pending the procurement process, because some of those dates can shift a little bit, and then once all this is completed and the plan is developed and we have a partner or partners on board to actually doing the work, we would begin posting meeting notices and the plan, the plan itself, at the satellite office in Pojoaque, and then all of our centers, County facilities within all four pueblos to try to get the information out as soon as possible prior to the survey actually getting the boots on the ground.

Now, that's the big picture. The staff behind me – when I say me, it's really them, because they're the ones that are going to be doing the work on the constituent side with Mr. Garcia, Mr. Barela and Mr. Romero is probably going to be the largest component, along with Ms. Mihelcic on doing the public and community outreach. So today is your official first quarter, very brief briefing and with that I'll stand for any questions.

CHAIR HANSEN: Commissioners, are there any questions?

Commissioner Roybal.

COMMISSIONER ROYBAL: I don't really have any questions but I appreciate the update. It seems like as far as what you can see you think we're pretty much on task right now?

MR. FLORES: Madam Chair, Commissioner Roybal, I guess that on task or on time, it's kind of an interesting question. I think if we can get through the procurement process as we have planned and I can get a recommendation along with Mr. Taylor to the Board by the end of June I think we can be on time. The most important thing from my perspective and I know from yours is making sure that we're out in the community, working through issues, sooner rather than later. And I think the heavy lift will come after that survey, the surveyors are selected and this Board approves, hopefully, that contract.

COMMISSIONER ROYBAL: Okay. And do we have dates of when we're going to start engaging the community?

MR. FLORES: Madam Chair, Commissioner Roybal, I would prefer that we wait until we actually have a contractor on board, so that wouldn't happen until July.

COMMISSIONER ROYBAL: Okay. Thank you. That's it.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: That may have mostly answered my question. It was about community engagement, having to do with support for anything – questions about the roads and also about individual access and support for that. So that's going to wait until July?

MR. FLORES: Madam Chair, Commissioner Hamilton, the outreach meetings will actually wait but I can tell you that we have received quite a few requests for information already from property owners and lending institutions. Even this morning we were answering an email from Fidelity Bank on how this process is going to roll out. So we've already started the discussions with individual property owners. When I talk about the community outreach it's more a global effort to make sure that we get as many people understanding what we're doing and when we're doing it.

COMMISSIONER HAMILTON: Great. Thank you.

CHAIR HANSEN: Any other questions from the Board?

COMMISSIONER HAMILTON: Thank you.

CHAIR HANSEN: Thank you. Thank you very much.

**VI. B. Presentations**

**1. Presentation and Report from Crestino, LLC on Improving Broadband Access**

MS. MILLER: Madam Chair, then we'll go on then to Chris Hyer and Crestino. This is the final report on the contract of what we can do to improve broadband in the county.

CHAIR HANSEN: Thank you. Welcome.

MR. HYER: Thank you. Well, good afternoon, Madam Chair, or it's good evening, Madam Chair and Commissioners. A few months back we were here in front of this Commission presenting the findings regarding the broadband assets that were

in the county. Our contractor, Crestino, spent many hours traveling around to seek and verify an understanding of what types of technologies telecom companies were using in Santa Fe County and looked at ways those technologies might work together to expand our existing broadband network.

We then heard from the Board that you would like to know what simple projects may exist that the County could encourage to take a step forward in making the existing network perform better. So in essence, the low hanging fruit. Crestino went to work to identify such projects and then tied a preliminary cost estimate to it. So there are five such projects identified in the report that is in Exhibit A in your packet.

Another portion of Crestino's report is to suggest possible ways to improve broadband service through the implementation of a policy. Whether the County wants to engage brought in providers through public-private partnerships, increase public awareness of availability, or implement a Dig Once policy, the report offers discussion of ways to approach each of these issues, and I believe all of these ideas have merit and should be explored. But at this time I would like to ask Mr. Herman Baca of Crestino to present this report and then answer questions of how he sees the various suggested policies being implemented.

CHAIR HANSEN: Welcome.

HERMAN BACA: Thank you, Madam Chair, Commissioners. We're following up on our original presentation from a few months ago that we provided. Exactly as Chris had mentioned we're talking about how we can improve broadband so we went and took a look at what's happening out there, heard a lot of people saying things and broadband is in a difficult position right now here in Santa Fe County. Just at this meeting today we hear three or four different people mentioning it as being very important and you already know that because you're moving along with doing this.

So the main aspects that Chris did talk about was extending fiber so that it's kind of a direct investment, how can the County put some money to it to help extend fiber out there. And we talked about fiber optics in our original report as being the one key issue about getting it to the node and making sure that it's there for all providers out there to be able to utilize and go from there. And so I'll step through each of these.

So extending fiber, we proposed as Chris mentioned, a few sites that we can connect maybe more readily, being able to work off of the REDInet system and be able to connect, helping out public safety, helping out other CLECs that may utilize the fiber optics. But mainly running fiber optics between the internet and the actual implementers out there that may include anybody from fixed wireless providers, cellular providers, as we talked about Verizon today, fiber optics being run all the way to the house, or DSL implementation with copper cable.

Engaging providers, we always want to make sure that we talk and discuss and make sure the providers, the ILEC, Century Link and the cable providers, to see if we can do better. They got dollars through this Connect America Fund that are set aside for Santa Fe County. How it's being used is still be discovered. And we want other CLECS to be able to work in the county and position themselves to grow in the county here.

A build awareness campaign, this is another option we could do is create a County broadband champion, like Eric's view of it and say Santa Fe Broadband Office, so that we can get out there and tell people, hey, we need to make these things happen. So

a broadband champion would be somebody who operates full time or at least a good portion of the time, going out there looking for grants, bugging the state, bugging the feds, anybody else who could help out. At this point it's mainly dollars to get this implemented.

I'd mention marketing through the website. We've got to get people aware because awareness builds marketing and the companies out there, the Verizons and the Sprints in the cellular world and the others want more market in order to build.

We discussed in our report about a Dig Once policy, meaning whenever a contractor is hired by the County that there is some kind of process to be able to add a conduit in the ground and be able to extend fiber optics again. It's all about extending fiber optics. So we would work closely with contractors and most important develop the process because it's not something simply implemented; it takes a long time to get through.

So here is all our four areas that we're looking at and each of the areas, how they may affect different providers, schools, public safety, etc.

So in summary, we just want to make sure we can do what's best for the county, get the broadband out there, get more fiber optics, how can we do it and implement from there. So with that, Madam Chair, Commissioners, I'm up for questions. Thank you.

CHAIR HANSEN: Are there any questions from the Board?  
Commissioner Hamilton.

COMMISSIONER HAMILTON: So you've identified four tower locations?

MR. BACA: Yes. That's in the extend fiber optics portion of this. Yes. We identified four and we put cost estimates to it so that it may be some long-term goal for the County to implement those locations.

COMMISSIONER HAMILTON: Do you have the sense for what areas that will improve coverage in and what areas it will leave dark?

MR. BACA: Mainly at this point we've emphasized the REDInet network, since it's owned by the County. We wanted to make sure it's implemented fully for the entire residents out there. Any other place in the county would have the same implementation strategy but we would have to go with a CLEC or Century Link, the ILEC and somehow partner up with them. We had some initial discussions with them during this project and it's difficult.

COMMISSIONER HAMILTON: Yes. My perception is this is going to leave many areas dark, like almost my entire rural part of District 4.

MR. BACA: Madam Chair, Commissioner Hamilton, I agree with you. There's just a lot of dollars that need to be implemented in order for this to happen. This is a summary of a few sides that could help out a few areas, and it's similar to anything else you would want in your area. So if you say, hey, it's two miles worth of fiber optics, and we come up with whatever that cost estimate was – \$100,000 – I'm not sure exactly what it is right now. If you want it in other areas we've got to figure on that same amount. So I'm kind of broadly saying that that's an amount there.

COMMISSIONER HAMILTON: Thank you.

CHAIR HANSEN: Other questions? Commissioner Moreno.

COMMISSIONER MORENO: Thank you, Madam Chair. Can you walk

me through a process? When someone has a piece of land that seems like might be suitable for development, how does the broadband get into that mix?

MR. BACA: Madam Chair, Commissioner Moreno, the County, I believe, engages developers at the first level, and I think all the process of getting the electricity, water, etc. plus telephone and cable companies, I think that process is in there. Whether they're forced on day one to say, hey, we want fiber optics connection, I don't know if that's been developed but it seems like it hasn't. But that would be something that maybe some of this policy could direct and say, hey, we need fiber optic connection. It is fiber to the node. It's getting that area covered with fiber optics so that all of the houses, etc. would be covered.

COMMISSIONER MORENO: So I have constituents in Rancho Viejo and half of them tell me that they don't get any service from the air.

MR. BACA: Yes.

COMMISSIONER MORENO: and the other ones are happy with whatever. And so – now that development is master planned so that they have provisions for that. But if there's an area, where maybe hiding behind a hill that a person wants to build their home, that person – is it correct that that person has to put in the line before he can get services?

MR. BACA: Madam Chair, Commissioner Moreno, yes. So that hill thing you say maybe is a fixed wireless issue where you can't connect to the next tower, etc. but most important would be how would you connect to the nearest fiber optic node, what the distance is, etc. and that's all. So that's how a CLEC such as – or the ILEC, Century Link, would cost it out and say, hey, it's going to cost me two miles worth of fiber optics. Some of these numbers you see in here, \$100,000, so they try to figure how long it will take them to pay out, etc. Just standard market forces. Yes.

COMMISSIONER MORENO: So in another part of my district Eldorado has Comcast. We have Century Link and some on the airwaves that I think is right near the highway. Is there any advantage to – do any of those have an inherent advantage over the other methods?

MR. BACA: Madam Chair, Commissioner Moreno, anything that's based on – again, we go back to the fiber optics. So if your base transmission up to the nearest node that's connecting your house is fiber optics, or the ILECs and the CLECs do that. They connect the Century Links, the Comcast. The fixed wireless, if they – they can do about the same and they do very good work here by getting it to their tower, so if they have fiber optics to that tower and then they push out to the wireless system, to your house, then you get better implementation.

The Dig Once policy that's in here maybe can help some of those things out where the County is implementing road fixes, new roads. Can we put a conduit in to make this – get fiber optics pushed further out.

COMMISSIONER MORENO: Well, the County has identified their growth areas. That would be one place to start.

MR. BACA: For sure.

COMMISSIONER MORENO: How active is the development industry working with making that a priority, not just an afterthought?

MR. BACA: Madam Chair, Commissioner Moreno, the developers are always just like the customer is. We have to have the players in the area. So again, if it's a big housing project then somebody will provide the fiber optics to the node and be able to get it there. If it's very few houses then they think otherwise. The fixed wireless people can solve some of those areas if that happens.

COMMISSIONER MORENO: Are there any specials? Deals? Forget that. I want to relinquish my microphone for the moment. Thank you.

MR. HYER: Madam Chair, Commissioner Moreno, I know there is a company by the name of Conterra that is doing government funded connection of schools with fiber optic and so you may be alluding to a special as being something that's funded by somebody else, like the federal government, and their intention is to overbuild the connections between the schools so that they can offer their services of carrying fiber optic to what we call ISPs, which are internet service providers. And that will help strengthen the network around the City of Santa Fe and up to Tesuque.

Then there is another company by the name of Plateautel out of Portales or Clovis that is interested in entering into the Santa Fe market. So now we have another player and possibility that can work with Conterra that will look at bringing fiber optics to the home. And the last piece I wanted to mention on that is the REDInet which the County owns, which is formed by a joint powers agreement between the counties and the northern Indian tribes. And REDInet is very interested in expanding its services where it can but it can only operate as what they call a backbone. So it can't offer services to the house.

So now we have three different players that all want to work together, hopefully. At least that's the way the talks are going now. And Conterra sees the government money coming in under the e-Ray program. Plateau wants to use the backbone from REDInet and REDInet wants to serve the gap between what Conterra can build and can't build. So the possibilities of expanding the network are certainly on the horizon. It's trying to get everything lined up and working together over the next year and a half, two years. That's kind of a challenge because there's different funding mechanisms that come in and out of play. So that in a nutshell may help you understand.

COMMISSIONER MORENO: Yes. It gives me a bigger picture and maybe an option.

CHAIR HANSEN: I don't know what we have in the SLDC. Like how can we, through the SLDC require developers to put in the lines they need for the houses they're building? Is that in that code?

MR. HYER: Madam Chair, currently it is not. There is no requirement that broadband – the conduit needs to be laid to houses. And this is one of the policies that Mr. Baca has explored in his report and I think that is worthy of further exploration and that's the Dig Once policy. If there's an open trench we should be able to put conduit in, if not fiber optics. The conduit is 30 cents a foot and the fiber optic is probably about 15 cents a foot. So it's not a huge expense. The big expense, and maybe you can see it in Mr. Baca's report, is actually the trenching or boring. That is very expensive. We no longer can hang new utilities on power poles. That's due to policy of our SLDC; it doesn't allow us, so we have to go underground.

So now we're looking at how we can utilize the best way to go underground.

CHAIR HANSEN: So I'd like to think about exploring how we can encourage developers to work with us to get these lines into especially our growth area in the Community College District, a growth area off of 599. Those are the areas that seem like they're low hanging fruit.

MR. HYER: Madam Chair, I agree. The incentives, and I've been working with the REDInet board and brought this idea up to our County Attorney about is there some kind of carrot or stick approach that we can use, like franchise fees, and then alleviate the franchise fees if they provide certain services to our end users within the county. So I see mechanisms like that that can work. Like I said, there's a lot of pieces to it when we start talking franchise agreements. There's a whole area that needs to be discovered of how we're going to do it. But I do think that having at least something that says please, if there's an open trench, please inform the County and we can put fiber in it. We have the REDInet yard full of fiber or conduit, fiber conduit, so we can do it for almost – at no cost if the trench is open.

CHAIR HANSEN: Right. It's also making sure that we know when the trenches are open.

MR. HYER: Madam Chair, that would be where we probably want to put something in our SLDC that acknowledges – there should be coordination I think, among anybody who's developing within the county. They have to get a permit and perhaps that's another thing we could explore in the Land Use Department, that notification needs to be broadened. Rather than just the development happening we need to know that there is availability of an open trench and what is it going to take us to get something in it?

CHAIR HANSEN: I think that's a really important part of this whole development. This is a big issue for constituents. Across the whole county I continually hear about wanting broadband. I know that Commissioner Roybal and I've heard from Commissioner Hamilton, having these basically dark areas is challenging. And so let's try and think outside the box or inside the box or inside the road or outside the road, how we're going to get more conduit and fiber optics in the ground, and the best ways we can encourage developers and others to work with us on doing that.

Like the Secure Rural Schools funding for roads, if we're looking at federal money then we need to be looking at how the federal money is working with this to secure rural schools, because if you're talking about building services to schools then the road fund is maybe a place where we could encourage Congress to put money in so that we can have more money in those road funds to put fiber optics in. I'm sure I'm not saying anything that somebody else hasn't thought about, but I'm just saying it for the record, because I want it out there that I am concerned about this issue and that I am thinking about it and that it is important to all of us on this Commission, that we find a way to get broadband and fiber optics out to our constituents.

MR. HYER: Thank you very much, Madam Chair. I appreciate that because that is one of my objectives that I feel strongly about and I'm glad that you all support that decision.

CHAIR HANSEN: Are there any other –

COMMISSIONER ROYBAL: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Roybal.

COMMISSIONER ROYBAL: I had a couple of questions. One, you guys can correct me if I'm wrong, but I was under the impression that there was fiber that was run all the way to the Pojoaque High School. Is that correct?

MR. HYER: Madam Chair, Commissioner Roybal, I'm going to have to ask our general manager with REDInet to know exactly where the fiber is. I do know that there is fiber at the industrial park. I know that there was difficulty with putting microwave antennas in because of the trees. They have a tendency to block transmission, as well as the hills. And so that is something that we can explore and get back to you on.

COMMISSIONER ROYBAL: Okay. Because I'm 99 percent sure they do have fiber there and it just dawned on me that now that Dr. Morgan was here, the superintendent and they're trying to put a Verizon tower. If they've identified an area that would work for that it would be worth exploring to see if that's a possibility to put a tower in that same area. So if you could look into that.

And then also, being that we would possibly have some open trenches here in the near future with the water system that's going in in the Pojoaque El Rancho area, that would be an opportunity also to possibly put the fiber line in those trenches while we have them open.

MR. HYER: Madam Chair, Commissioner Roybal, just to let you know, I've had discussions with Mr. Kelley at the Public Works Department and he is very open to the open trench policy.

COMMISSIONER ROYBAL: Great. Glad to hear that.

CHAIR HANSEN: Your constituents in El Rancho would be happy to have broadband there, fiber optics in the ground. Any other questions? Thank you very, very much. Thank you for waiting and thank you for being here. We appreciate all the information. Thank you.

**VI. A. 3. Continued Discussion and Possible Direction on FY19 Budget Preparation**

MS. MILLER: Madam Chair, one of the main things I wanted to do is work on a date with the Board of the continuation of the strategic planning and tying it to the budget. So we had the strategic planning sessions last Friday and the previous Friday and Saturday where Erika and Stephanie presented to you where we are in the budget process for the FY 19 budget, showed you dates where we have to turn things in, and also preliminary numbers on what we believe the department's base budgets will be, plus some slight expansions in there for just added costs that we know we'll have, and some of the things that we definitely need to fund.

Additionally, Erika presented what a one percent cost of living countywide would be, 1.5, 2 percent, to give you a sense of that. And also some ideas of other benefit packages. We're also meeting with the respective collective bargaining units to ask each one of those entities what they're anticipating they would be asking for in their economic re-openers. We are always far apart between what we have available and what they would like, but it is nice for us to know going into the budget just how far apart we might be.

And so we're in the process. We met with the fire union this morning. I guess that was today; it seems like longer ago than this morning. But we met with them, have an understanding of what they're going to be looking to achieve through negotiations and Bernadette is working on setting up a couple more of those.

And then also from the strategic plan you could see that there was a lot of discussion around maybe revamping the way we approach employee compensation packages to include merit pools and the possibility of looking at some of our benefits. All that said, what we might do is ask you for maybe a placeholder in the budget to address some of those things but I'd like to get a little more specific before we get to interim budget approval.

Also, we had some priorities that came out of the strategic planning that we'd like to start to chip away at phase one, if you want to call it that. If it's just some planning work that needs to happen next year or possibly something that has a little bit more significant of a budget impact and we'd like to be able to put some proposals and numbers to those strategic planning efforts.

And then what I'd like to do is bring something a little more comprehensive back to you in mid-May and have one more – we can either call it a budget study session or a strategic planning wrap-up with budget direction so that on May 29<sup>th</sup> we have pretty much everything in the FY 19 budget that you're expecting to see in the budget, so that basically at that BCC meeting we'd request approval of that interim budget without bringing any changes, because it is incredibly hard to make any changes for submission two days later to the Department of Finance.

Then in June, if there are any other changes we would come back to you in the first meeting of June to make sure we address those, so that the final budget does get approved by the end of June.

So with that said, I wondered if there is a date the week of May 14<sup>th</sup> to have a follow-up strategic planning BCC meeting. So we have a Board meeting May 8<sup>th</sup>. Normally, I would recommend a study session the morning of May 8<sup>th</sup> but because I anticipate that being a very long meeting for you I would not recommend that. I think it will make for too long of a day. And then we have two weeks?? in between before we have the next BCC meeting on May 29<sup>th</sup>. So we could do May 15<sup>th</sup>, an afternoon, early evening, 2:00 to 6:00 or something like that, if the Board likes Tuesdays. Or we could do that Friday, May 18<sup>th</sup> and make the better part of a day for it, if that works better. I know Commissioner Roybal has Friday afternoons not at his regular work schedule so that might be better. But it's entirely up to the Board what works. I would respectfully request that it not be May 17<sup>th</sup>. I've been asked to – they've been trying to do a curriculum for finance for the EDGE program and they keep picking a day and everybody keeps moving it and they have it that day right now. And I've committed to try to be there and work around my standing meetings with both Commissioner Hansen and Hamilton.

But other than that we could pretty much do any day that week if possible with the Board.

CHAIR HANSEN: Commissioner Roybal, of that week, would May 18<sup>th</sup> work for you? It's a Friday.

COMMISSIONER ROYBAL: I'm not going to be in town on May 18<sup>th</sup>. But the Tuesday that Manager Miller mentioned, I could do the 2:00 to 6:00. That's fine with me.

CHAIR HANSEN: I have a 5:00 on May 15<sup>th</sup>, the Santa Fe River Blessing. So sometimes it's not until 5:30. So I could do all day on the 15<sup>th</sup>, Tuesday the 15<sup>th</sup>. I also am available all day on the 16<sup>th</sup>.

COMMISSIONER ROYBAL: The 16<sup>th</sup> is fine with me too, as long as it's from 2:00 to 6:00.

CHAIR HANSEN: So 2:00 to 6:00 –

MS. MILLER: On May 16<sup>th</sup>, Wednesday the 16<sup>th</sup>?

CHAIR HANSEN: What about you, Commissioner Hamilton?

COMMISSIONER HAMILTON: I have all day Wednesday the 16<sup>th</sup> – I am running a mini-symposium for EPA on the Tuesday from 11:00 to 1:00, so I could do it any time Tuesday afternoon, as long as it's after 1:00, and I could do all day Friday as well.

CHAIR HANSEN: What about Wednesday?

COMMISSIONER HAMILTON: Wednesday is fine. Any time Wednesday is fine.

CHAIR HANSEN: Okay. So far it sounds like Wednesday from 2:00 to 6:00, or even 2:00 to 7:00, depending on how long it takes, but that would work for everyone that is here.

MS. MILLER: If that works, and also, Madam Chair, I'll check with Commissioner Anaya and see if he can at least make part of that. I know he also has difficulty with his regular job but maybe he could make something after 4:00, 4:00 to 6:00 or 4:00 to 7:00, something like that.

CHAIR HANSEN: Right.

MS. MILLER: So we'll try for that Wednesday then. That's what we'll schedule, and just making sure that we try to accommodate Commissioner Anaya's schedule as well, recognizing there really aren't any other days that work too great for anybody.

COMMISSIONER HAMILTON: I can't do the 17<sup>th</sup> either.

COMMISSIONER ROYBAL: I'm fine with that.

CHAIR HANSEN: Okay, so the 16<sup>th</sup>? Everybody has that in their phone?

COMMISSIONER ROYBAL: And you'll touch base with Commissioner Anaya, Manager Miller?

CHAIR HANSEN: And send the invite out.

MS. MILLER: Madam Chair, we will send an invite out as 2:00 to 6:00, but I'm also going to work with Commissioner Anaya, see if there's – maybe if it works a little better to be a little later or something. If nobody has anything that's stopping it from ending at 6:00.

CHAIR HANSEN: Right. I'm open.

COMMISSIONER ROYBAL: I can stay later if we need to start later for Commissioner Anaya.

CHAIR HANSEN: Me too.

MS. MILLER: that's what we'll do. We'll make it May 16<sup>th</sup> and I'll work with everybody to see what the best start time is.

CHAIR HANSEN: It could go later than 6:00. So we have a date to work on, which is fantastic, so thank you, Katherine. Is there anything else on the budget update that you wanted to go over?

MS. MILLER: No, other than if you do have thoughts between now and then relative to what we went over in the strategic planning that are really important to you that we make sure that we at least address how we can start building an initiative into the budget if there's something there. Because I think we got quite a bit out of that process, but obviously we won't be able to do everything. But if there are certain things that you really think should start to be tackled in FY 19 you can shoot me an email, tell us in our standing meetings or however you want to. Just make sure that I'm prepared to have something proposed.

I think that I have most of what was important to individual Commissioners as well as the Commission as a whole, but if there's something that you're just concerned I might miss please let me know and we'll make sure that we have some proposals to address those issues.

CHAIR HANSEN: Okay. Commissioner Hamilton.

COMMISSIONER HAMILTON: That made me think, the summaries that we used on the last day of strategic planning, especially the ones that showed the major strategies and the sub ones that we all revised and all that kind of stuff, were incredibly helpful, but I think the plan was to get a summary of that last day, so it would add – because for the most part those were things we were doing sort of live and don't have a lot of notes. Getting that would also be pretty helpful to be able to think about just what you asked for.

MS. MILLER: Madam Chair, Commissioner Hamilton, I completely agree and we're meeting with Mark Bennett on Friday and he's been working on putting all of that into a document and so even though it will be a draft we will forward that out to you so you have something to look at.

CHAIR HANSEN: I think that would be helpful to Commissioner Roybal and Commissioner Moreno and Commissioner Anaya so that they can get an update on all of that. So that would be fantastic.

MS. MILLER: Okay.

CHAIR HANSEN: Thank you.

MS. MILLER: And then, Madam Chair, one other thing under Matters from the Manager, I did attend the Chamber board meeting. I sit as an *ex officio* member of the Chamber board and gave them an update relative to what happened at the strategic planning, what were the priorities for the Commission or what was coming out of that and interestingly, because it did come up about housing and what was presented in the Housing meeting today, that that's really on the mind of the City. But I did emphasize that one of the things kind of overarching in all the priorities, that we really need to be working with the City. That that came up over and over and over that if we want to tackle these regional issues we really need to be sitting down elected official to elected official from the City to kind of set both governmental entities in a direction.

And so as Kim Shanahan said, the whole room was nodding yes, we would really like to see that. So I think we really need to reach out to the City again to find that avenue how we can meet with them, governing body to governing body, to be able to move forward on some of these initiatives.

CHAIR HANSEN: That sounds fantastic. I agree with Kim Shanahan. I have a big yes and as you know, I think this Commission is committed to doing that and hopefully, with a new administration at the City we can make changes that have otherwise been stalled in the past. And with that can I move on?

MS. MILLER: Yes. That concludes all my items.

CHAIR HANSEN: Thank you, Katherine.

## VII. MATTERS FROM COUNTY COMMISSIONERS

### A. Presentations and Proclamations

#### 1. Request Approval of a Proclamation Proclaiming May 2018 to Be Motorcycle Awareness Month

CHAIR HANSEN: I have the resolution here. Santa Fe County proclaims May 2018 to be Motorcycle Awareness Month.

Whereas, motorcycles are used as a regular means of transportation for commuting, touring and recreation in and around Santa Fe County and throughout New Mexico; and

COMMISSIONER MORENO: Whereas, scenic roadways make motorcycling a very popular recreational activity and make Santa Fe County a destination for riders from around the country; and

COMMISSIONER MORENO: Whereas the safe operation of a motorcycle requires the use of acquired skills developed through a combination of training and experience, the use of good judgment, and through knowledge of traffic laws and licensing requirements; and

COMMISSIONER HAMILTON: Whereas, it is imperative that the residents of Santa Fe County be aware, show consideration, respect, and share the road with motorcyclists on the streets and highways of our county and recognize the importance of motorcycle safety; and

CHAIR HANSEN: Whereas, the National Highway and Traffic Safety Administration has declared the Month of May as Motorcycle Awareness Month and it is the desire of the Board of County Commissioners to join the National Highway and Traffic Safety Administration in raising awareness of the growing number of motorcyclists on all roads in the county in order to help prevent accidents and most importantly safe lives.

Now, therefore be it proclaimed by the Board of County Commissioners of Santa Fe County that the month of May 2018 is to be Motorcycle Awareness Month. Be it further proclaimed Santa Fe County urges our citizens to be observant, courteous and knowledgeable about motorcyclists and motorcycle usage in our community.

Can I please have a motion?

COMMISSIONER MORENO: I move this proclamation, Motorcycle Awareness Month.

CHAIR HANSEN: Do I have a second?  
COMMISSIONER ROYBAL: Second.

**The motion passed by unanimous [4-0] voice vote.**

**VII. B. Recognitions and Acknowledgements**

CHAIR HANSEN: Do we have any recognitions and acknowledgements from Commissioners? I don't know if this is the correct place to state this, but I wanted to recognize a birth and a death. The birth is of my godson's first child, Alo Brodsky had a baby on Monday, on my mother's birthday, which made me really happy that my godson chose to have his second child on my mother's birthday and that is Bode Robert Brodsky and the mother is Caitlin Bodelson and Alo Brodsky. So first we have the birth, and also a very long time friend of mine, a poet who has lived in this community for over 40 years, 45 years, maybe 50, Sanford "Rosé" Cohen passed away on April 2<sup>nd</sup> and there will be a memorial for him at the family home, so anyone who knows him please come and celebrate his life. He wrote this great epic poem called "The Pearl upon the Crown", performed all over the nation and it's still being National Poetry Month I wanted to just recognize him and his contribution to poetry.

So those were the two recognitions and acknowledgements I had. With that is there anybody else from the Commission?

**VII. C. Commissioner Issues and Comments**

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: Thanks. I had two things I wanted to mention. One is that this coming Thursday, that's April 26<sup>th</sup>, in District 4, but it would be open to anybody that is interested, the Greater Santa Fe Fireshed Association is hosting a public meeting at Hondo Fire Station 2. So it's Thursday night from 5:30 to 7:00. Wildfire, Fire-Wise Communities in the Santa Fe Watershed. So I know people in my district are hugely interested in this kind of issue, but everybody will be welcome. There'll be a lot of information on threats and plans and what can be done.

In addition to the Greater Santa Fe Fireshed Association the Fire Service will be there as well as Santa Fe County Fire, so it should be a very good event.

And then I also wanted to mention – and the Fire Department seems to be racking up kudos for their personnel, that Assistant Chief Martin Vigil was invited – this is kind of a big deal – to go, I think it's actually this week, to the CDC in Atlanta to participate in designing a national exercise on influenza pandemics, which will then be implemented a little bit later this year. So the information he will get from that will be of tremendous interest to us and it's quite a statement about the level of national expertise we have in our emergency planning. So thank you.

CHAIR HANSEN: Thank you, Commissioner Hamilton. Commissioner Roybal? Commissioner Moreno? Okay. I have a few other items. First I want to recognize that last weekend was Earth Day and I basically believe that every day is Earth Day and I want to support people taking care of the earth every single day.

Then I was very happy to see in the *Santa Fe New Mexican* that Santa Fe County's Sustainability has re-energized Solarize Santa Fe, Plug into Clean Power. And so you can get a free consultation and ongoing solar in Santa Fe County. You can check it out at [azappe@santafecountynm.gov](mailto:azappe@santafecountynm.gov) or you can call 505-992-9862. So I wanted to acknowledge them for putting that in and it's a very nice ad and I thought it looked great.

Then I also – I don't think that we have actually congratulated the Mayor and the new City Council from the dais and I just want to take a moment to recognize and congratulate all of the people who have been elected at the City and how fortunate we are to have a new administration over there and how much we look forward to working with them.

## **VIII. MATTERS FROM OTHER ELECTED OFFICIALS**

### **A. Elected Officials Issues and Comments**

CHAIR HANSEN: The only other elected official we have here is Clerk Salazar I want to open the floor to you.

GERALDINE SALAZAR (County Clerk): Thank you, Chair Hansen and Commissioners. I'd like to remind the citizens of Santa Fe County and those that are registered to vote that voter registration, the last day is May 8<sup>th</sup>. You can register to vote or update your voter registration. So the last day is Tuesday, May 8<sup>th</sup> at 5:00 pm. Also we will be having the primary election in June, June 5<sup>th</sup>. Before that will be absentee in person voting at the County Clerk's Office, May 8<sup>th</sup> through June 2<sup>nd</sup>, but not on the 28<sup>th</sup> on Memorial Day.

In addition to that we will have alternate sites for early voting beginning Saturday, May 19<sup>th</sup> through June 2<sup>nd</sup>. The hours of voting will be from 12:00 noon until 8:00 pm in the evening, Tuesday through Friday, and from 10:00 am to 6:00 pm on Saturdays. Early voting sites are located at the Abedon Lopez Community Center, the Christian Life Church, Edgewood Elementary School, Max Coll Corridor Community Center, Pojoaque County Satellite Office, and the Santa Fe County Fair Building. Thank you so much.

CHAIR HANSEN: Thank you, Clerk Salazar. Everybody register to vote and get out and vote.

## **X. INFORMATION ITEMS**

- A. Growth Management Department Monthly Report**
- B. Public Safety Department Monthly Report**
  - 1. Inspection Reports for: (1) March 28, 2017, Inspection of Santa Fe County ("County") Juvenile Detention Facility; (2) February 27, 2018, Inspection of County Juvenile Detention Facility; and (3) March 13, 2018 Inspection of County Adult Detention Facility**
- C. Public Works Department Monthly Report**
- D. Human Resources Division Monthly Report**
- E. Community Services Department Monthly Report**
- F. Finance Division Monthly Report**

MS. MILLER: Madam Chair, just real quickly, before we go into executive session, I just wanted to note on the informational items in the packet, we have our monthly reports, and on the Public Safety monthly report we did include the inspections that were done just so that they are in the record. Actually we even did last year's, because I don't think they got put in the record. The inspections were done but I don't think the actual final report was read into the record. So I just wanted to note that the inspections from March 28, 2017, March 27, 2018, and March 13, 2018 on our adult and juvenile facilities were completed and the reports are in the packet for the record. And also, if you had any questions on the informational items in the packet, if you wanted to ask those before we went into executive session.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: Just to add to that, we actually had somebody here from Juvenile Detention, Melody Montoya, who was here to answer questions, because apparently Juvenile Detention got their certification. I didn't know if that was in there but that's noteworthy. So it's not really a question about it but I thought it was a noteworthy achievement and really good for her to have come to answer any questions we had.

CHAIR HANSEN: Thank you. Anybody else? So on the report, one of the things I've been concerned about is getting members – and this is for Mr. Flores. Members on the Transportation Advisory Committee and on the Water Conservation Committee, both Commissioner Hamilton and I believe Commissioner Anaya need some people and I'm not sure, Commissioner Roybal or Commissioner Moreno – I know mine are filled but I'd like Tony to check with you and see if we could find people for the Water Conservation Committee and the Transportation Advisory Committee so both those committees feel like they have adequate members to make decisions.

And then I had one question. I don't think Penny is here but it's a commercial building permit, and I wondered where they were. And it doesn't have to be answered this minute.

And then I have a mark on the Utility Division. I guess it must be that we have a new Aamodt Project Manager, Rita Bates, and I'm sure we all look forward to meeting her when she comes on. Is she working now?

MIKE KELLEY (Public Works Director): Yes, Madam Chair. She is on with us now. She started about ten days ago and we have dual-filled that position, because as you know, Ms. Ely will be retiring at the end of May. So, yes, she is on and she is job-shadowing Ms. Ely every day so far.

CHAIR HANSEN: That's fantastic. And have you had the chance, Commissioner Roybal, to meet her?

COMMISSIONER ROYBAL: I have not yet.

CHAIR HANSEN: Okay. We all look forward to meeting here. That's great to know.

MR. KELLEY: Very good. Thank you.

COMMISSIONER MORENO: When's the retirement party for Sandra?

CHAIR HANSEN: We don't want to lose Sandra.

MR. KELLEY: TBD. We have yet to determine that.

COMMISSIONER MORENO: I've known her for 25 years, worked with

her.

MR. KELLEY: It will be a sad day.

CHAIR HANSEN: We will all miss her but she will be around.

**IX. MATTERS FROM THE COUNTY ATTORNEY**

**A. Executive Session: Items Including But Not Limited To: Limited Personnel Matters, as Allowed by Section 10-15-1(H)(2) NMSA 1978, Threatened or Pending Litigation in which Santa Fe County is or May Become a Participant, as Allowed by Section 10-15-1 (H)(7) NMSA 1978, and Discussion of the Purchase, Acquisition or Disposal of Real Property or Water Rights, as Allowed by Section 10-15-1 (H)(8) NMSA 1978**

- 1. NE/SE Connector Project**
- 2. Rights-of-Way Agreements**

MR. FREDERICK: Yes, Madam Chair. We have executive session: items including but not limited to: limited personnel matters, as allowed by Section 10-15-1(H)(2) NMSA 1978, threatened or pending litigation in which Santa Fe County is or may become a participant, as allowed by Section 10-15-1 (H)(7) NMSA 1978, and discussion of the purchase, acquisition or disposal of real property or water rights, as allowed by Section 10-15-1 (H)(8) NMSA 1978 including Northeast-Southeast Connector Project and rights-of-way agreements. That's it. Thanks.

CHAIR HANSEN: Can I have a motion?

COMMISSIONER ROYBAL: I'd like to make a motion that we go into executive session for those items that were summarized by Mr. Frederick.

COMMISSIONER MORENO: Second.

CHAIR HANSEN: So I have a motion by Commissioner Roybal, a second by Commissioner Moreno. We need a roll call. Please, Clerk Salazar, may we have a roll call?

**The motion to go into executive session pursuant to NMSA Section 10-15-1-H (2, 7 and 8) to discuss the matters delineated above passed by unanimous roll call vote as follows:**

Commissioner Anaya	Not Present
Commissioner Hamilton	Aye
Commissioner Hansen	Aye
Commissioner Moreno	Aye
Commissioner Roybal	Aye

[The Commission met in executive session from 6:32 to 7:46.]

Upon motion by Commissioner Hamilton and second by Commissioner Moreno, the Commissioners voted unanimously to come out of executive session. Commissioner

Hamilton stated that the only items discussed in closed session were those on the agenda and present were the four commissioners, the County Manager, the Deputy County Manager, the County Attorney, the Deputy County Attorney, the Public Works Director Mike Kelley, and Project Engineer Diego Gomez.

**XI. CONCLUDING BUSINESS**

- A. Announcements**
- B. Adjournment**

Upon motion by Commissioner Roybal and second by Commissioner Moreno, and with no further business to come before this body, Chair Hansen declared this meeting adjourned at 7:49 p.m.

Approved by:

*Anna Hansen*  
 Anna Hansen, Chair  
 Board of County Commissioners

ATTEST TO:

*Geraldine Salazar*  
 GERALDINE SALAZAR  
 SANTA FE COUNTY CLERK



SFC CLERK RECORDED 05/31/2018

SFC CLERK RECORDED 05/31/2018

Respectfully submitted:

*Karen Farrell*

Karen Farrell, Wordswork  
453 Cerrillos Road  
Santa Fe, NM 87501

BCC MINUTES  
PAGES: 106



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

I Hereby Certify That This Instrument Was Filed for  
Record On The 31ST Day Of May, 2018 at 10:26:28 AM  
and Was Duly Recorded as Instrument # 1858901  
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
Geraldine Salazar  
Deputy County Clerk, Santa Fe, NM

*Estrella Martinez*

**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Robert A. Anaya**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4

**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

## Memorandum

**Date:** April 24, 2018

**To:** Board of County Commissioners

**From:** Tony Flores, Deputy County Manager

**Via:** Katherine Miller, County Manager

**Subject:** **Request Approval of a Recommendation to the Honorable Susana Martinez, Governor, State of New Mexico of Person to Fill the State of New Mexico House of Representative District 22 Seat.**

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### Background and Summary:

On March 23, 2018, Santa Fe County (County) found out via various newspaper articles, that Representative Jim Smith, was appointed to the Bernalillo County Commission, thus creating a vacancy in House District 22 (Exhibit A).

The County was faced with a similar issue in March of 2015 and July of 2016, and the Board of County Commission (Board) outlined the following process to garner applications from persons interested in being recommended to fill vacant New Mexico Legislature seats:

1. Solicit applications from persons interested in being considered for the vacant senate seat;
2. Conduct a meeting to consider the applications for possible recommendation to the Governor pursuant to NMSA 1978, §2-7C-5.

Utilizing the process established previously by the Board, staff solicited for applications (Exhibit B) and as a result of the call for applications, the County received the following applications:

- Jessica P. Velasquez
- Gregg Schmedes
- Merritt Hamilton Allen

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Staff is recommending that the Board conduct a public meeting and allow the applicants to address the Board, and if the Board so desires provide a recommendation that will be codified via a letter and sent to the Governor.

**Exhibits:**

- A – Newspaper Article – March 23, 2018
- B – Application Form and Maps for House District 22
- C – Application / Jessica P. Velasquez
- D – Application / Gregg Schmedes
- E – Application / Merritt Hamilton Allen

2-7C-5. Elections, vacancies.

A. Members of the **house of representatives** shall be elected for terms of two years.

B. If a vacancy occurs in the office of **representative** for any reason, the vacancy shall be filled as follows:

(1) in any **representative** district situated wholly within the exterior boundaries of a single county, by appointment of the board of county commissioners of that county; and

(2) in any **representative** district situated within an area composed of two or more counties, by the following method:

(a) the board of county commissioners of each county in the **representative** district shall submit one name to the governor; and

(b) the governor shall appoint the **representative** to fill the vacancy from the list of names so submitted.

C. All appointments to fill vacancies in the **house of representatives** shall be for a term ending on December 31 subsequent to the next succeeding general election.

**History:** Laws 1991 (1st S.S.), ch. 2, § 5.

# Governor Appoints Jim Smith To Bernalillo County Commission After Wayne Johnson Made State Auditor



*Jim Smith*

## **STATE News:**

SANTA FE — Gov. Susana Martinez has appointed Republican Jim Smith of Tijeras to the Bernalillo County Commission, filling the vacancy created by the resignation of Wayne Johnson, who stepped down to become New Mexico state auditor.

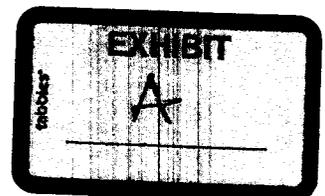
“Jim has a fine record of leadership and service as a teacher and legislator,” Martinez said Friday. “I know that his experience and dedication to public service will serve the people of Bernalillo County well.”

Smith has served in the New Mexico House of Representatives since 2011, representing House District 22. Before serving in the Legislature, Smith was a science teacher. He retired from East Mountain High School in Sandia Park in 2014 after 18 years as an educator.

“I’m grateful for the Governor’s confidence,” Smith said. “I’m looking forward to serving the people of Bernalillo County as a member of the Commission.”

To take office on the County Commission, Smith will step down from the Legislature. The Governor will appoint a replacement to the House of Representatives following recommendations from the county commissions of the counties in House District 22 (Bernalillo, Sandoval, and Santa Fe).

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### Applications being accepted for NM State House District 22 Vacancy

[« Back to News Listing](#)

March 29, 2018

Santa Fe County is accepting applications for individuals that wish to be considered by the Board of County Commission for a recommendation to the Governor of the State of New Mexico to serve as the New Mexico State House District 22 for Santa Fe County.

Applications will be taken through 3 p.m. Tuesday, April 17, 2018. Please download from link below.

Applications can be delivered to:

Tony Flores, Deputy County Manager – 102 Grant Avenue, 2nd Floor or [tflores@santafecountynm.gov](mailto:tflores@santafecountynm.gov).

If you have any questions please contact Mr. Flores at 505-986-6216.

**Application »**

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[https://www.santafecountynm.gov/news\\_detail/2655/print](https://www.santafecountynm.gov/news_detail/2655/print)

4/17/2018

APPLICATION FOR STATE HOUSE DISTRICT 22 VACANCY

\_\_\_\_\_, being first duly sworn, states as follows:  
(Print or Type Name)

1. I wish to be nominated by the Board of County Commissioners of Santa Fe County and appointed by the Governor to the position of State Representative for State House District 22.

2. I am a citizen of the United States, a resident of the State of New Mexico, and a resident of New Mexico State House District 22. (Attach proof of U.S. Citizenship.)

3. The physical address of my residence, determined in accordance with NMSA 1978, § 1-1-7, is \_\_\_\_\_  
\_\_\_\_\_. (Attach proof of physical residency.)

4. I am 25 years of age or older. (Attach copy of driver's license or other proof of age.)

5. I am a qualified elector, meaning that I am a resident of the State and qualified to vote under the provisions of the constitution of New Mexico and the constitution of the United States.

6. Check and, if applicable, complete only one of the following alternative statements.

Please note that notaries public and officers of the militia who receive no salary are not considered offices of trust or profit within the meaning of N.M. Const. art. IV, § 3.

I do not hold any office of trust or profit with the state, county, or national governments.

OR

I hold the following office(s) of trust or profit with the state, county, or national governments: \_\_\_\_\_

I understand and agree that, if appointed by the Governor to the position of State Representative for House District 22, I must resign from each of these positions before qualifying for office.

7. The information and statements in my letter of interest and resume accompanying my application are true and correct to the best of my knowledge, information, and belief.

\_\_\_\_\_  
Signature of Applicant

NOTARIZATION

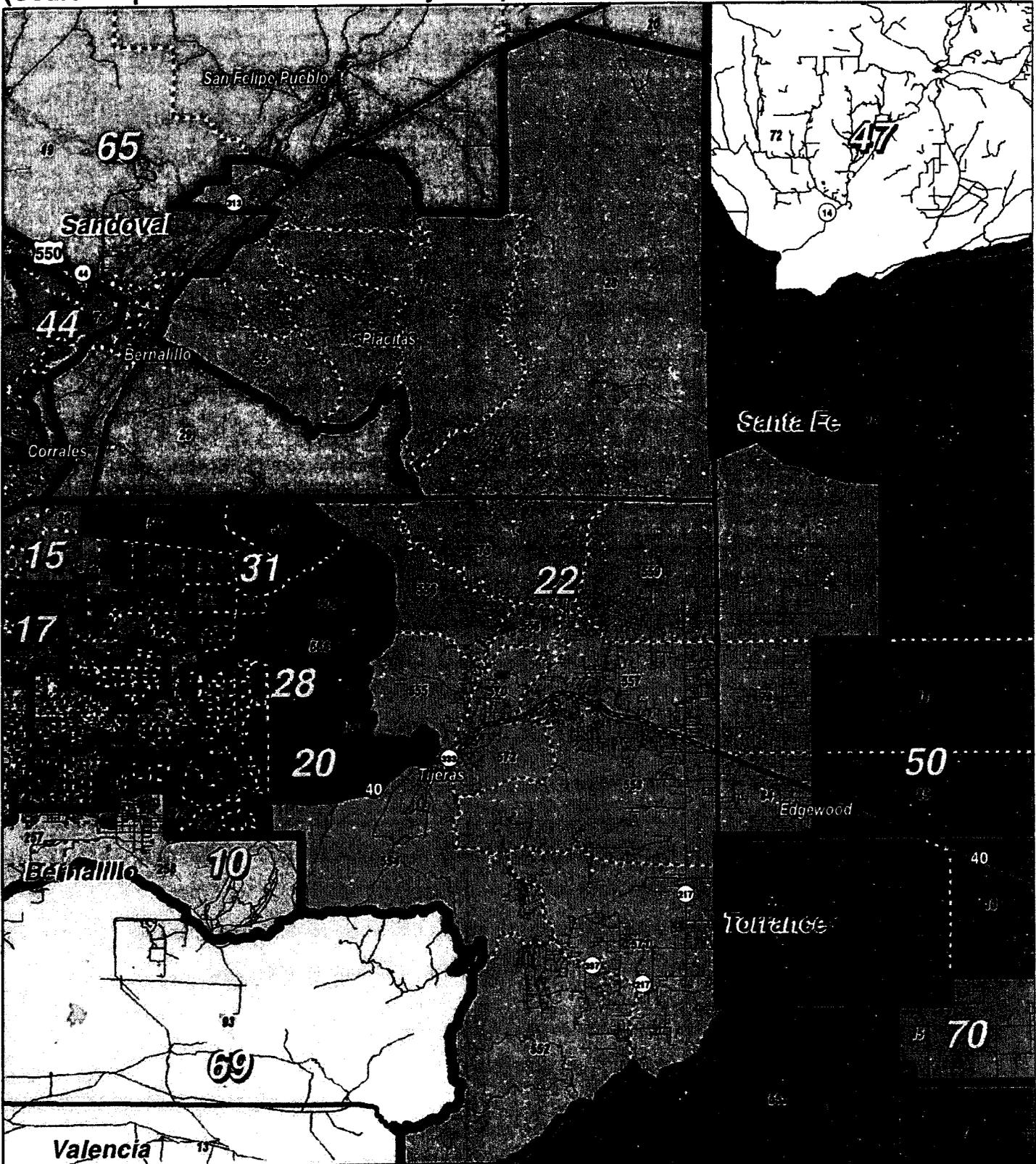
State of \_\_\_\_\_  
(County) of \_\_\_\_\_

Signed and sworn to (or affirmed) before me on March \_\_\_\_\_, 2018, by \_\_\_\_\_.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Signature of Notarial Officer

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**RESEARCH POLLING**  
INC.



0 1 2 3 4 Miles

For the New Mexico  
Legislative Council Service

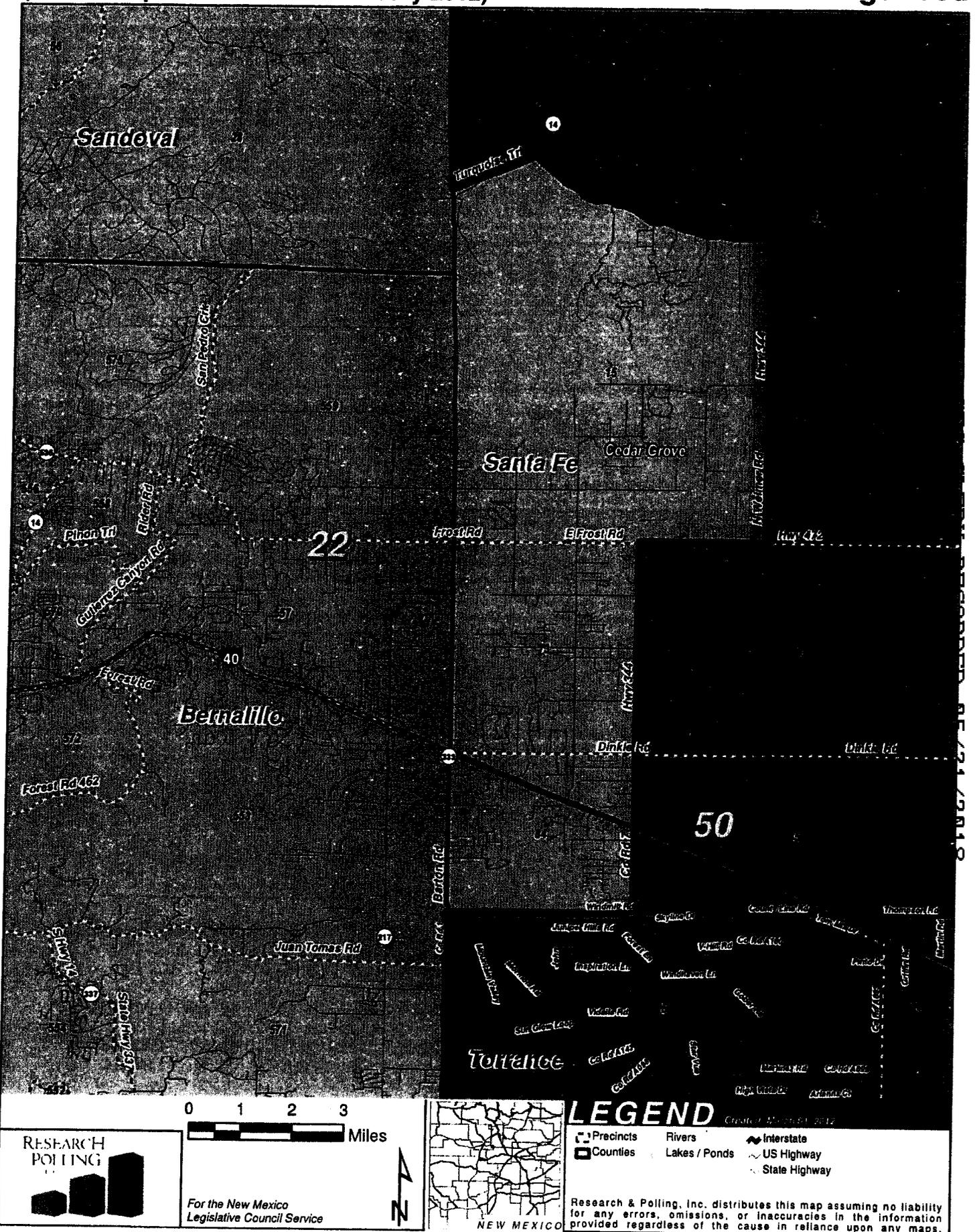


NEW MEXICO

**LEGEND** Created March 6, 2012

Precincts	Rivers	Interstate
Counties	Lakes / Ponds	US Highway
		State Highway

Research & Polling, Inc. distributes this map assuming no liability for any errors, omissions, or inaccuracies in the information provided regardless of the cause in reliance upon any maps.



APPLICATION FOR STATE HOUSE DISTRICT 22 VACANCY

Jessica P. Velasquez, being first duly sworn, states as follows  
(Print or Type Name)

- 1 I wish to be nominated by the Board of County Commissioners of Santa Fe County and appointed by the Governor to the position of State Representative for State House District 22
- 2 I am a citizen of the United States, a resident of the State of New Mexico, and a resident of New Mexico State House District 22 (Attach proof of U.S. Citizenship.)
- 3 The physical address of my residence, determined in accordance with NMSA 1978, § 1-1-7, is 5 Four Wheel Drive Place, Sandia Park NM 87047 (Attach proof of physical residency.)
- 4 I am 25 years of age or older. (Attach copy of driver's license or other proof of age.)
- 5 I am a qualified elector, meaning that I am a resident of the State and qualified to vote under the provisions of the constitution of New Mexico and the constitution of the United States.
- 6 Check and, if applicable, complete only one of the following alternative statements.

Please note that notaries public and officers of the militia who receive no salary are not considered offices of trust or profit within the meaning of N.M. Const. art. IV, § 3.

I do not hold any office of trust or profit with the state, county, or national governments.

OR

I hold the following office(s) of trust or profit with the state, county, or national governments: \_\_\_\_\_

I understand and agree that, if appointed by the Governor to the position of State Representative for House District 22, I must resign from each of these positions before qualifying for office.

7. The information and statements in my letter of interest and resume accompanying my application are true and correct to the best of my knowledge, information, and belief.

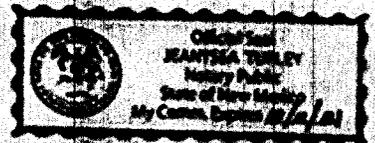
*Jessica P. Velasquez*  
Signature of Applicant

NOTARIZATION

State of *New Mexico*  
(County) of *Bernalillo*

Signed and sworn to (or affirmed) before me on *April 18*, 2018, by *Jessica P. Velasquez*

My commission expires: *10/11/2021*



*Jeanette Tenley*  
Signature of Notarial Officer



SFC CLERK RECORDED 05/31/2018

Jessica P. Velasquez

5 Four Wheel Drive Place  
Sandia Park, NM 87107  
Phone: 505-238-2327  
E-Mail: jessvelas@gmail.com

April 16, 2018

Katherine Miller  
County Manager  
Santa Fe County  
102 Grant Avenue  
Santa Fe, NM 87504

Dear Santa Fe County Commission:

I am interested in filling the vacant District 22 seat in the New Mexico House of Representatives, and I am seeking the recommendation of the Santa Fe County Commission for this appointment. I am deeply committed to serving the people of District 22 through the duration of the term, and I am ready and able to represent our Santa Fe County constituents residing in the Edgewood area. My professional and academic background offer the versatility and diversity of experience required of a legislator, and I can provide continuity for the work begun by our former District 22 Representative, Mr. James Smith.

Mr. Smith is well regarded in our district, and his legacy of bi-partisanship and pragmatic solutions-based leadership is to be commended. Especially in education and expanding broadband internet access in rural areas, his work has earned him the gratitude of his constituents and secured his reputation as a dedicated, effective legislator.

As my neighbor said, "Jim leaves some pretty big shoes to fill in that Roundhouse." Luckily, I have pretty big feet myself.

Like Mr. Smith, I am also a professional educator. I served both the Albuquerque Public Schools as classroom teacher, and the University of New Mexico as adjunct faculty, and I hold a Master's degree in Education. In addition, I am the co-owner of a well-established electroplating business in Albuquerque, which gives me perspective on New Mexico's economy and high-tech sectors. I am an adept researcher, able to apply new knowledge in order to solve problems and get a job done. Working in education and business has required me to communicate clearly and collaborate effectively with all stakeholders. Finally, my values and priorities align with the Edgewood community, and I will advocate on behalf of all District 22 residents.

In response to the need for a qualified leader to replace Mr. Smith, I offer my experience and skills in service to District 22 and the State of New Mexico. Attached is my resume, and I look forward to further conversations about what I can bring to the legislature and how we can ensure a seamless leadership transition for the people of Santa Fe County.

Sincerely,



Jessica P. Velasquez  
Democratic Candidate, NM House of Representatives District 22  
www.velasquez4nm.com  
505-238-2327

SFC CLERK RECORDED 05/31/2018

# Jessica P. Velasquez

5 Four Wheel Drive Place  
Sandia Park, NM 87107  
Phone: 505-238-2327  
E-Mail: jessvelas@gmail.com

## Profile

Dynamic, effective leader dedicated to serving the people of New Mexico with honesty and integrity.

Offering versatility and diverse expertise, a proactive can-do attitude, disciplined & outcome-oriented work ethic, strong interpersonal skills, and creative thinking that promotes innovative solutions for complex problems. Excellent written & oral communication abilities, extensive background in public speaking.

## Experience

- Business Manager/Co-owner, Theta Plate, Inc.** Albuquerque, NM 2007-present  
Oversee all fiscal operations for family-owned electroplating business specializing in high-tech mil-spec applications. Manage human resources affairs for six employees, maintain accounts payable & receivable, and develop customer relations. We help our customers create a better world by providing the electroplating services they need to actualize ideas, projects, and dreams.
- Program Manager, Secondary Student Teaching Programs** Albuquerque, NM 2006-2007  
**The University of New Mexico**  
Coordinated student teaching field experiences for secondary student teachers. Collaborated with university faculty to plan & implement professional development programs & seminars for veteran teachers. Acted as liaison between university faculty & staff, public school teachers & administrators, and undergraduate & graduate level student teachers. Assisted with data collection & documentation to prepare for program review by the National Council for Accreditation of Teacher Education (NCATE). Facilitated student teaching seminar & a children's literature course for K-8 teachers. Honored to help fellow educators in their efforts to build better tomorrows for our students through better teaching today.
- Language Arts and ESL Teacher** Albuquerque, NM 2005-2006  
**Albuquerque Public Schools** 2000-2004  
Planned and led daily classroom learning experiences for a diverse population of New Mexican students. Piloted student leadership programs at Desert Ridge Middle School, and facilitated orientation activities for over 300 incoming students. Inspired, and was inspired by, hundreds of students.
- ESL Instructor and Curriculum Design** near Limón, Costa Rica 2004-2005  
**Estación las Tortugas**  
Assessed English language learning needs of Costa Rican sea turtle conservationists; designed & implemented ESL curriculum. Assisted biologists in creating educational activities & materials for visiting American student-tourists. Contributed to the survival of an endangered species & the economic success of a local community, while helping American students see that they could make a difference in our world.
- Business Manager** Pittsburgh, PA 1998-2000  
**Lancôme at Lazarus Department Stores**  
Led a team of five sales associates to set sales records for our location. Teamed with colleagues to improve customer service programs by creating an interactive customer database. Coordinated promotional events involving over 100 customers, Lancôme sales associates, store staff, and visiting make-up artists.

SEC CLERK RECORDED 05/31/2018

## Education

EMERGE New Mexico, Albuquerque, NM—Candidate Boot Camp, 2018  
The Bell Leadership Institute, Chapel Hill, NC — Achievers I Seminar, 2012  
University of New Mexico, Albuquerque, NM — M.A., Language, Literacy and Sociocultural Studies, 4.0 GPA, 2005  
The Pennsylvania State University, State College, PA — B.A., English, emphasis in Rhetoric, 3.6 GPA, 1998  
The Australian National University, Canberra, ACT — Study Abroad, 1998

APPLICATION FOR STATE HOUSE DISTRICT 22 VACANCY

Gregg Schmedes, being first duly sworn, states as follows:  
(Print or Type Name)

1. I wish to be nominated by the Board of County Commissioners of Santa Fe County and appointed by the Governor to the position of State Representative for State House District 22.
2. I am a citizen of the United States, a resident of the State of New Mexico, and a resident of New Mexico State House District 22. (Attach proof of U.S. Citizenship.)
3. The physical address of my residence, determined in accordance with NMSA 1978, § 1-1-7, is 25 Calle Vallecitos  
Tijeras, NM 87059. (Attach proof of physical residency.)
4. I am 25 years of age or older. (Attach copy of driver's license or other proof of age.)
5. I am a qualified elector, meaning that I am a resident of the State and qualified to vote under the provisions of the constitution of New Mexico and the constitution of the United States.
6. Check and, if applicable, complete only one of the following alternative statements.

Please note that notaries public and officers of the militia who receive no salary are not considered offices of trust or profit within the meaning of N.M. Const. art. IV, § 3.

I do not hold any office of trust or profit with the state, county, or national governments.

OR

I hold the following office(s) of trust or profit with the state, county, or national governments: \_\_\_\_\_

I understand and agree that, if appointed by the Governor to the position of State Representative for House District 22, I must resign from each of these positions before qualifying for office.

7. The information and statements in my letter of interest and resume accompanying my application are true and correct to the best of my knowledge, information, and belief.

[Signature]  
Signature of Applicant

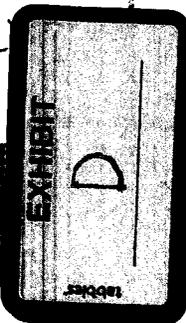
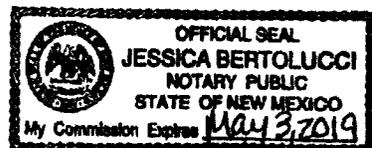
NOTARIZATION

State of New Mexico  
(County) of Bernalillo

Signed and sworn to (or affirmed) before me on ~~March~~ <sup>April</sup> 13, 2018, by Gregg Schmedes

My commission expires: May 3, 2019

[Signature]  
Signature of Notarial Officer



APPLICATION FOR STATE HOUSE DISTRICT 22 VACANCY

Merritt Hamilton Allen, being first duly sworn, states as follows:  
(Print or Type Name)

1. I wish to be nominated by the Board of County Commissioners of Santa Fe County and appointed by the Governor to the position of State Representative for State House District 22.

2. I am a citizen of the United States, a resident of the State of New Mexico, and a resident of New Mexico State House District 22. (Attach proof of U.S. Citizenship.)

3. The physical address of my residence, determined in accordance with NMSA 1978, § 1-1-7, is 55 Woodlands Drive, Tijeras, NM 87059

(Attach proof of physical residency.)

4. I am 25 years of age or older. (Attach copy of driver's license or other proof of age.)

5. I am a qualified elector, meaning that I am a resident of the State and qualified to vote under the provisions of the constitution of New Mexico and the constitution of the United States.

6. Check and, if applicable, complete only one of the following alternative statements.

Please note that notaries public and officers of the militia who receive no salary are not considered offices of trust or profit within the meaning of N.M. Const. art. IV, § 3.

I do not hold any office of trust or profit with the state, county, or national governments.

OR

I hold the following office(s) of trust or profit with the state, county, or national governments:

I understand and agree that, if appointed by the Governor to the position of State Representative for House District 22, I must resign from each of these positions before qualifying for office.

7. The information and statements in my letter of interest and resume accompanying my application are true and correct to the best of my knowledge, information, and belief.

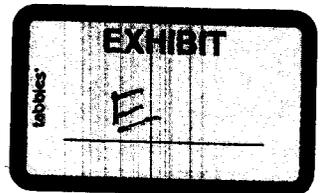
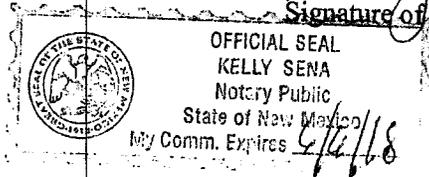
*Merritt Hamilton Allen*  
Signature of Applicant

NOTARIZATION

State of *New Mexico*  
(County) of *Santa Fe*

Signed and sworn to (or affirmed) before me on *April 17*, 2018, by *Merritt Hamilton Allen*

My commission expires: *6/16/18* *Kelly Sena*  
Signature of Notarial Officer



SFC CLERK RECORDED 05/31/2018

**MERRITT**  
**MERRITT HAMILTON ALLEN**  
**FOR HOUSE DISTRICT 22**

April 17, 2018

Santa Fe County Board of Commissioners  
C/O Santa Fe Deputy County Manager, Mr. Tony Flores  
102 Grant Avenue  
Santa Fe, NM, 87501

Dear Mr. Flores and County Commissioners:

I am writing to apply to be nominated by Bernalillo County for appointment to the vacant House District 22 seat.

Of the three declared candidates, I am the only lifelong New Mexican and the only Veteran. I am also a successful business owner and a passionate volunteer in the community. I have served on the boards of St. Felix Pantry, East Mountain High School, and the Adelante Development Center.

I am committed to a State Representative's role as appropriator and liaison to the state. I will work closely with Santa Fe County to best allocate resources and assist with state issues.

I am enclosing an endorsement letter, my biography and resume in support of my application.

Sincerely,



Merritt Hamilton Allen

Merritt Hamilton Allen  
55 Woodlands Drive  
Tijeras, NM 87059  
[merritt@merritt4nm.com](mailto:merritt@merritt4nm.com)  
505.286.1755

SFC CLERK RECORDED 05/31/2018

## **Merritt Hamilton Allen**

*Biography – Silver High graduate, successful entrepreneur and veterans' business advocate*

Merritt Allen is a successful entrepreneur, strategic communicator and advocate. As a small business owner, she has **built \$30 million in federal business** for her two firms since 2005. She is passionate about growing opportunities for small businesses, improving continuing educational opportunities in New Mexico, and improved care for New Mexico's Veterans.

Merritt **grew up in Silver City** and attended the University of Notre Dame on NROTC and National Merit scholarships. After graduating from Notre Dame in 1991, she served as a Navy public affairs officer for eight years. While on active duty, she led Department of the Navy communication strategy for environmental, personnel, medical, and acquisition issues.

Retired from the Navy in 1999 as a **service-disabled veteran**, Merritt joined the Washington, D.C. office of CES, Inc. as Director of Communications. At CES, she grew its public affairs practice from a one-person shop to a ten-person business unit with over \$1.2 million in annual revenue.

While at CES, Merritt was contracted to **stand up the brand and image campaign for The Veterans Corporation**, a publicly funded non-profit. She launched a national brand campaign and wrote numerous documents to assist in The Veterans Corporation's advocacy in the passage of Public Law 108-183, which established federal contracting set-aside guidelines for service disabled veteran-owned small businesses.

Moving back to New Mexico in 2005, Merritt **started her own service disabled veteran-owned small business, Vox Optima, and closed that year with a \$1 million task order** from Naval Sea Systems Command (that work has grown into a five-year contract with a total value of \$16 million). Vox Optima currently has nineteen employees and its client roster includes Defense Acquisition University; DoD Research and Evaluation Office; U.S. Fleet Forces Command; the Chief of Navy Information; BAE Systems; the Census Bureau, and the Veterans Administration.

Merritt also supports numerous emerging small businesses seeking image, promotional and marketing guidance as they grow. For her work with veteran-owned businesses, she was **named New Mexico's Veterans Business Champion by the Small Business Administration in 2008**.

Merritt serves on the board of directors of Adelante Development Center, **a major non-profit agency in Albuquerque employing and supporting the severely disabled**. She has also been a director for ReadyOne Industries, a \$100 million non-profit agency in El Paso employing the severely disabled; a director for St. Felix Pantry, a food pantry in Rio Rancho that feeds 1,000 families every week; and Secretary to the governing council of East Mountain High School in Sandia Park.

Merritt was honored as a "Woman of Influence" by New Mexico Business Weekly in 2012. She was named the top-performing media and marketing CEO in the state of New Mexico in 2013 by Albuquerque Business First. Vox Optima has been listed in the top five PR firms by revenue in the state for the last four years.

Merritt lives in Tijeras with her husband Darrell, an attorney in private practice, along with their standard dachshund and orange tabby cat. She is the daughter of retired Marine Corps Lieutenant Colonel John Hamilton and State Representative Dianne Hamilton of Silver City.

SFC CLERK RECORDED 05/31/2018

## MERRITT HAMILTON ALLEN

Years of Experience: 27

Clearance: Final TOP SECRET

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### UNIQUE/SPECIAL QUALIFICATIONS

- Management consulting and corporate communications executive with 22 years' experience in public relations, management consulting, executive management, and additional experience in radio broadcasting. Has directed PR operations for multi-billion-dollar organizations.
- Successful entrepreneur; two small business start-ups launched since 2005 have been awarded \$25 million in federal contracts.
- Senior public relations advisor, spokesperson, and speechwriter.
- Attentive and insightful government contractor and program manager. Develops strong loyalty among both customers and employees.
- Significant experience in international relations, government affairs, community relations, issue management, executive consulting, media training, special event planning, personnel management and publication and project management.

### EDUCATION, TRAINING AND CERTIFICATIONS

B.A., Economics, University of Notre Dame, Notre Dame, Indiana, 1991.

Public Affairs Officer Course, Defense Information School, 1994.

Accredited in Public Relations, Public Relations Society of America, February 2002.

FCC Radio Broadcaster's License.

Holds Top Secret clearance. SSBI reinvestigation initiated September 2010.

### HONORS AND AWARDS

Albuquerque Business First "Top CEO – Media and Marketing," 2013.

New Mexico Business Weekly "Woman of Influence," 2012.

Small Business Administration Veteran Business Champion for New Mexico, 2008.

Numerous military awards and commendations.

### WORK EXPERIENCE

#### Vox Optima, LLC, Albuquerque, New Mexico

#### **Founder/Owner/Executive Director, 2005-present**

*Successful small business owner with instant contract bid success.*

- Founded Vox Optima, LLC in 2005 and won \$5 million, multi-year contract with first bid.
- Chief executive of a service-disabled veteran owned, woman-owned, small business.
- Established Vox Optima as a defense industry PR leader, providing high-visibility services for the Navy's largest acquisition command, Naval Sea Systems Command.
- Won IDIQ prime contract with the Navy in 2006.
- Awarded GSA prime schedule September, 2007.
- Skilled personnel expert and manager; focused hiring practices minimize turnover. Developed strong unit loyalty; 80% of personnel present at start-up still with Vox Optima.

**CES, Inc./BAE Systems Maritime Engineering and Services\*, Arlington, Virginia**  
**Director of Communications, 1999-2005**

*\*CES, Inc. was acquired by BAE Systems in July 2005*

Senior public relations/corporate communications executive for 400-person corporation with annual revenues in excess of \$40 million.

- Directed nine-person contract public affairs unit, CES Media Solutions, providing services to Navy acquisition programs and the Defense Intelligence Agency. Support included media relations, corporate messages, image products, digital video services, print production and exhibit/graphic support.
- Insightful planner. Authored communications strategies for Naval Sea Systems Command, Naval Surface Warfare Center, Carderock, and The Veterans Corporation.
- Ingenious PR professional. Garnered coverage of a fairly abstruse subject, corrosion engineering, in the metro and news sections of the Los Angeles Times, Washington Times, and the San Diego Union-Tribune.

**Navy Office of Information, Pentagon, Washington, D.C.**

**Account Supervisor, National News Desk, 1997-1999**

Directed public relations actions for medical and environmental issues, information technology, and current operations.

- Directed public relations actions at the agency headquarters level for environmental issues, medical issues and actions during Operations Desert Fox.
- Led planning and public outreach efforts for transport, processing and disposal of the Navy's napalm stockpile.
- Marketed at-sea ship visits for national media and entertainment outlets, including CNN, MSNBC, The Discovery Channel, The Learning Channel and the History Channel.
- Headed the Navy's media training team, training and advising senior Navy leadership on media strategies and tactics.

**Other Navy assignments, 1991-1997:**

- **Public Affairs Officer, Naval Medical Center, Portsmouth.** Director of communications and public relations for the Navy's busiest hospital, a 340-bed postgraduate teaching center with 15 associated off-site clinics, with a total patient population of 430,000.
- **Internal Relations Manager, Navy Recruiting Command.** Directed all internal information for the Navy's recruiting force, a 5,000 person organization with a multi-million dollar budget. Supervised a staff of five. Speechwriter for the commanding admiral.
- **Public Affairs Officer, Naval Air Station Cubi Point, Republic of the Philippines.** Public relations director for the Navy's largest overseas air station. Worked with American and international media to communicate the myriad issues associated with Mount Pinatubo's eruption and the eventual U.S. pullout.

**PROFESSIONAL AFFILIATIONS/BOARDS**

Women in Defense, Capital Chapter President, 2003-2004; U.S. Navy League, National Communications Board; Women Impacting Public Policy, National Partner; Public

Relations Society of America; National Defense Industrial Association; Naval Order of the United States; Association of Commerce and Industry; Albuquerque Hispano Chamber of Commerce; ReadyOne Industries, Director and Secretary 2006-2015; St. Felix Pantry, Director 2014-2016; East Mountain High School Governing Council, Secretary, 2014-2017; Adelante Development Center, Director, 2015-present.

REV 1



THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY  
ACTING AS THE COUNTY BOARD OF FINANCE  
RESOLUTION NO. 2018 - \_\_\_\_\_

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A RESOLUTION APPROVING THE SANTA FE COUNTY INVESTMENT POLICY  
AND REPEALING ALL FORMER COUNTY INVESTMENT POLICIES

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WHEREAS, under NMSA 1978, Section 6-10-8, the Santa Fe County (County) Board of County Commissioners (BCC) constitutes the County Board of Finance "and as such shall, subject to the limitations of [NMSA 1978, Sections 6-10-1 through 6-10-63], have supervision over the determination of the qualifications and selection of banks, savings and loan associations and credit unions, whose deposits are insured by an agency of the United States, to receive the public money" of the County; and

WHEREAS, under Sections 6-10-8, the County Treasurer has supervision of the deposit and safekeeping of the public money of the County and, by and with the advice and consent of the County Board of Finance, shall designate banks, savings and loan associations and credit unions, whose deposits are insured by an agency of the United States, to receive on deposit all moneys entrusted in the Treasurer's care; and

WHEREAS, under and 6-10-10(F), the County Treasurer may, with the advice and consent of the County Board of Finance, invest all public money not immediately necessary for County use in certain types of securities; and

WHEREAS, the County Board of Finance desires to adopt the attached Investment Policy to provide its "advice and consent" to the County Treasurer whenever the Treasurer deposits, invests, or handles County public money in accordance with the Policy; and

WHEREAS, the County Treasurer has approved the attached Investment Policy.

NOW, THEREFORE, BE IT RESOLVED by the BCC, acting as the County Board of Finance, that the attached Investment Policy is hereby adopted.

BE IT FURTHER RESOLVED that all prior Investment Policies of the County Board of Finance are hereby repealed.

PASSED, APPROVED, AND ADOPTED THIS 24<sup>th</sup> DAY OF APRIL, 2018.

SFC CLERK RECORDED 05/31/2018

**BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY acting as the COUNTY BOARD OF FINANCE**

By: \_\_\_\_\_  
Anna Hansen, Chair

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Geraldine Salazar, Santa Fe County Clerk

Date: \_\_\_\_\_

Approved as to form:

  
\_\_\_\_\_  
R. Bruce Frederick  
Santa Fe County Attorney

Date: 4/23/2018

**APPROVED:**

\_\_\_\_\_  
Stephane Schardin Clarke  
Santa Fe County Finance Director

Date: \_\_\_\_\_



SFC CLERK RECORDED 05/31/2018

## **Investment Policy**

Approved by Santa Fe County Board of Finance  
on April 24, 2018

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**I. AUTHORITY; OBJECTIVE; SCOPE**

**A. INVESTMENT AUTHORITY:** The responsibility for investing the excess funds of the County lies with the County Treasurer, subject to the advice and consent of the Board acting as the County Board of Finance, pursuant to Sections 6-10-8 and 6-10-10 NMSA 1978.

**B. OBJECTIVE:** The objectives of this Investment Policy are:

1. Preservation and Protection of public money.
2. Enhancement of County revenues through the prudent investment of public money that is not immediately required for the operations of the County, after first meeting the goals of safety and liquidity.
3. Maintenance of sufficient liquidity of invested public money to provide for the continuing functions of the County.
4. Elaboration of the fiduciary duty of the Investment Officer, as defined below.

**C. SCOPE OF THE INVESTMENT POLICY:** This Investment Policy is a comprehensive guide governing the investment functions of the County with respect to funds invested by the Investment Officer. The guidance formulated in this policy is to be observed by individuals and entities involved in any aspect of the administration or management of investments made by the Investment Officer or an investment management firm. This investment policy will be effective upon approval by the Board and replaces and supersedes all previous investment policies adopted by the Board.

**II. DEFINITIONS:**

- A. **"Basis Points"** means the interest rate expressed in whole numbers, where each Basis point equals one hundredth of one percent. For example, one hundred (100) Basis Points equal one (1) percent interest.
- B. **"Board"** means the Board of County Commissioners of the County acting as the County Board of Finance.
- C. **"Core Portfolio"** means those investments authorized by the Investment Committee having a maximum stated final maturity of which is at least 5 years but not longer than 10 years from the date of purchase. The market value of the Core Portfolio shall not exceed \$25 million.
- D. **"County"** means Santa Fe County.
- E. **"FDIC"** means the Federal Deposit Insurance Corporation.
- F. **"Financial Institution"** means a federally insured bank or savings and loan association.
- G. **"FINRA"** means Financial Industry Regulatory Authority.
- H. **"Investment Committee" or "Committee"** means the County Investment Committee; see Section III.C of this policy.
- I. **"Investment Grade"** means, for purposes of this policy, a rating within any of the following rating ranges by at least two of the rating agencies:

<u>Rating Agency</u>	<u>Long-Term</u>	<u>Short-term</u>
<b>Standard &amp; Poor's</b>	A- to AAA	A-1
<b>Fitch</b>	A- to AAA	F1
<b>Moody's</b>	A3 to Aaa	P-1

A rating from a rating agency not on the list shall not be considered.

- J. "**Investment Officer**" means the County Treasurer or his/her designee.
- K. "**Investment Portfolio**" means all funds and monies managed by the Investment Officer, including operating funds, bond proceeds and other monies.
- L. "**Local Financial Institution**" means a Financial Institution with a main office or manned branch office located within the County.
- M. "**Net Worth**" shall be determined in accordance with the formula set out at NMAC Part 12.16.3.

### III. POLICY

- A. **Investment Policy Priorities:** The Investment Officer will observe the following priorities in making investment decisions:

1. **Safety of funds** – to ensure the performance of basic governmental functions, the first priority must be accorded to the preservation and protection of the principal of the funds to be invested;
2. **Maintenance of liquidity** – the second level of priority must be accorded to maintaining sufficient liquidity to satisfy the reasonably anticipated, continuing operational requirements of the County;
3. **Maximum return after first two priorities are met** – the third priority must be accorded to maximizing investment return, through budgetary and economic cycles, consistent with the higher priorities of safety and liquidity;
4. **Diversification** – the fourth priority is to limit risk by not overinvesting in any one investment or class of investments; and
5. **Invest in Local Financial Institutions** – the fifth priority is to have a positive impact on the local economy by investing funds in Local Financial Institutions where appropriate given the higher level priorities.

- B. **Standard of Investment:**

1. The Investment Officer shall invest public money in accordance with the following standard:  
*Investments shall be made with the judgment and care, under circumstances then prevailing, that persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.*
2. The Investment Officer has a fiduciary relationship with the County, defined as follows:  
*A fiduciary relationship is generally viewed as the highest standard of customer care available under law. Fiduciary duty includes both a duty of care and a duty of loyalty. Collectively, and generally speaking, these duties require a fiduciary to act in the best interest of the customer, and to provide full and fair disclosure of material facts and conflicts of interest.*
3. The Investment Officer, acting in accordance with this policy and any other written procedures pertaining to the investment of excess funds and exercising due diligence, shall be relieved of personal responsibility, if any, for credit risk or market price changes of a particular security; *provided* that the credit risk or market price changes are reported at the next meeting or immediately via email to the Investment Committee and that appropriate action is taken to control adverse developments

4. Market value, yield, credit quality, and return on securities must be regularly monitored. A situation causing any loss of market value, reduced yield, reduced credit quality, or return must be evaluated to ensure that any decision to hold or sell a particular security is based on the best publicly available information.

**C. Investment Committee:**

1. The Investment Committee shall consist of:
  1. the Chair of the Board or the Chair's designee who is also a member of the Board;
  2. the Vice Chair of the Board or the Vice Chair's designee who is also a member of the Board;
  3. the County Manager or the County Manager's designee;
  4. the County Treasurer or the Treasurer's designee who is an employee of the County Treasurer's Office;
  5. the County Finance Director or the Director's designee who is an employee of the Finance Department;
  6. the County Attorney or the County Attorney's designee who is a lawyer from the Legal Department; and
  7. one member of the private sector representing the County at large appointed by the County Treasurer with the advice and consent of the Investment Committee. This person should be a finance professional with knowledge of investments and shall serve for a term of two (2) years after appointment and shall be eligible for reappointment to serve for consecutive two (2) year terms. The private sector member shall be deemed to have resigned upon missing three consecutive duly called meetings of the Investment Committee. Any vacancy created by a private sector member shall be filled in the same manner as original appointments.
2. The Investment Committee shall meet monthly and shall have the following responsibilities:
  - a. monitor the efficacy, efficiency and currency of the investment policy;
  - b. review the investment policy, no less than annually, and recommend, if advisable, modifications in the investment policy from time to time for consideration by the Board;
  - c. assess, no less than annually, the utility and efficacy of established internal controls as loss prevention measures with respect to County investments;
  - d. discuss these topics: economic outlook, portfolio diversification and maturity structure, potential risks, and the rate of return on the Investment Portfolio assessed within the parameters of first meeting safety and liquidity requirements;
  - e. identify potential violations of and suggest remedial actions to achieve conformity with the investment policy;
  - f. recommend, no less than annually, action on depositories, custodians, broker/dealers and investment managers and advisors; and
  - g. assess whether the investment policy is being properly implemented by the individuals and entities involved in the administration and management of investment activities.

SFC CLERK RECORDED 05/31/2018

**D. Internal Controls:**

1. The County Treasurer shall establish a system of internal controls governing the administration and management of the Investment Portfolio. Any audit findings related to internal controls shall be reviewed annually by the Investment Committee.
2. The controls shall be designed to prevent and control losses of public money arising from fraud, error, misrepresentation, unanticipated market changes, conflicts of interest or imprudent actions.
3. All securities held in the Investment Portfolio will be held in the name of the County with a third party custodian, free and clear of any lien; *provided*, however, that securities held pursuant to a project participation agreement entered into between the Board and a qualifying entity in accordance with the Local Economic Development Act, NMSA 1978, Sections 5-10-1 through 5-10-13, shall not be subject to this requirement.
4. The County fiscal agent and custodial banks responsible for, or in any manner involved with, the safekeeping and custody process on behalf of the County shall be bonded to protect from losses, malfeasance and misfeasance.

**E. Ethics and Conflicts of Interest:**

1. The County Treasurer and employees of the Treasurer's Office shall comply with the Code of Conduct adopted by County Resolution No. 2010-12 and all other policies and handbooks of the County Human Resources Department, as the same are amended from time to time.
2. The County Treasurer and employees involved in the investment process, in addition to complying with this Investment Policy, the policies listed above, and applicable statutes, shall refrain from personal business activity that may impair their ability to make impartial investment decisions or conflict with the selection of broker/dealers or investment advisors for best execution of the Investment Policy.
3. All broker/dealers and other securities professionals working with the County shall become familiar with and comply with this investment policy, all other applicable ordinances and policies of the County and County Treasurer's Office, and state laws, including, but not limited to the following statutes and ordinances, as they may be amended from time to time: the Campaign Reporting Act, NMSA 1978, Sections 1-19-25 through 1-19-36; the Governmental Conduct Act, NMSA 1978, Chapter 10, Article 16; the Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199; and the Santa Fe County Code of Conduct, Ordinance No. 2010-12, as amended. Any contract professionals working with the County shall acknowledge in writing that they have read and understand this investment policy and all applicable ordinances, policies, and statutes.

**F. Permitted Investments :**

1. The scope of investment authority of the Investment Officer is defined by the applicable investment statutes and constitutional provisions, principally Sections 6-10-10, 6-10-10.1, 6-10-36, 6-10-44 and 6-14-10.1, NMSA 1978, as well as Article VIII, Section 4 of the New Mexico Constitution, specifying particular types of investments that may be made by the Investment Officer, which establish certain prerequisites, limitations, and other requirements relating to those investments. Moreover, the County Treasurer and or the Board, in its discretion, may further limit or restrict those investments.

2. The County Treasurer and the Board have determined that only the following statutorily authorized investments may be made and these investments shall be subject to further limitations or restrictions as set forth below:
- a. **United States Government Obligations (NMSA 1978, § 6-10-10(F)(1) and (2)):** Securities backed by the full faith and credit of the United States Government, including direct obligations of the United States Treasury, such as United States treasury bills, notes and bonds. Investments shall be limited to a maximum maturity of five (5) years at time of purchase and 10 years in the Core Portfolio.
  - b. **United States Government Agency and Instrumentality Obligations (NMSA 1978, § 6-10-10(F)(2)):** Securities issued by United States Government agencies or instrumentalities but not expressly backed by the full faith and credit of the United States Government. These securities include, but are not limited to, Federal Farm Credit Bank ("FFCB"), Federal Home Loan Bank ("FHLB"), Federal Home Loan Mortgage Association ("FHLMC"), Federal National Mortgage Association ("FNMA"), and Government National Mortgage Association ("GNMA"). Investments in US Government Agency and Instrumentality Obligations shall be limited to a maximum maturity of five (5) years at time of purchase and 10 years in the Core Portfolio.
  - c. **Repurchase Agreements (NMSA 1978, § 6-10-10(H)):** Contracts for the present purchase and resale at a specified time in the future of specific securities at specified prices at a price differential representing the interest income to be earned by the County.
    - i. The contract shall be fully secured by obligations of the United States or other securities backed by the United States having a market value of at least one hundred two percent (102%) of the contract.
    - ii. Repurchase agreements (other than bond proceeds) shall be limited to a maximum maturity of one (1) year with no exception or other provision for repurchase agreements that are variable repurchase notes. Flexible repurchase agreements shall be restricted to bond proceeds (with a maximum maturity of three (3) years). Providers of repurchase agreements and flexible repurchase agreements shall have an Investment Grade rating. Providers of repurchase agreements include the County fiscal agent bank and firms included on the currently approved broker/dealer list.
    - iii. Subject to the prior approval of the Board with respect to the custodial undertaking agreement, tri-party repurchase agreements are proper investments under this policy.
    - iv. Repurchase agreement providers must have a Net Worth in excess of \$500 million provided that:
      - 1. Preference will be given to a provider that is rated in one of the top two rating categories by all national rating agencies, without regard to qualifier, numerical or otherwise;
      - 2. If during its term, the provider's Net Worth falls below \$500 million or its rating is withdrawn, suspended, or falls below the top two rating categories, without regard to qualifier, numerical or otherwise, the provider must supply a guarantee of, or assign the agreement to an institution meeting these

requirements or collateralize the agreement in accordance with industry-published criteria within ten days after it receives notice from the County of the remedy the policy requires. In the event the provider fails to provide the specified remedy in the timeframe noted, the provider must immediately repurchase all collateral and terminate the agreement with no penalty or premium to the County;

3. A master repurchase agreement or other specific repurchase agreement, reviewed and approved by independent legal counsel chosen by the County Attorney in each case, governs the transaction;
4. The securities are held, free and clear of any lien, by the County's fiscal agent or its designee acting solely as agent for the County, and such fiscal agent or designee is (i) a federal reserve bank or (ii) a bank which is a member of the federal deposit insurance corporation and which has combined capital, surplus and undivided profits of not less than \$25 million;
5. A perfected first security interest in such securities is created for the benefit of the County under the Uniform Commercial Code or procedures prescribed in applicable federal regulations for creating and perfecting security interests in book-entry securities, ;
6. The market value of the collateral including accrued interest must be equal to 102% of the amount of cash transferred by the County to the dealer bank or security firm under the repurchase agreement plus accrued interest. If the market value of the collateral slips below 102% of the value of the cash transferred plus accrued interest, then additional cash and/or acceptable securities must be delivered as collateral to the third party custodian sufficient to cure any deficiency; and
7. For repurchase agreements with terms to maturity of greater than one (1) day, the County will value the collateral securities continuously. If additional collateral is required, then that collateral must be delivered within one business day. If a collateral deficiency is not timely corrected, remedial action will be taken, which may include the liquidation of the collateral securities.

**d. Bank, Savings and Loan Association or Credit Union Deposits:**

Deposits are allowed in certified and designated New Mexico Financial Institutions, per the requirement in the New Mexico Constitution Article VIII, Section 4, whose deposits are insured by an agency of the United States. All deposits will comply with state statute and policies of the Board related to interest rate and collateral requirements. CD deposits shall not be made with custodial banks. A deposit in any credit union shall be limited to the amount insured by an agency of the United States.

**e. Exchange Traded Funds (ETFs):**

Investments in exchange traded funds (ETFs) shall comply with this Investment Policy and be limited to those ETFs that are on a list of ETFs approved by the Investment Committee. All approved ETFs shall track a benchmark index fund. Approved ETFs will be used in place of mutual funds.

**f. Federally Insured Brokered Certificates of Deposits, Certificate of Deposit Account Registry Services (CDARS) or other Certificate of Deposit Placement Service, and Federally Insured Cash Accounts (NMSA 1978, § 6-10-10(F)(3)):**

Investments in brokered certificates of deposits, Financial Institution, CDARS and other CD placement services, and federally insured cash accounts shall ensure that the principal and interest are fully federally insured at all times. CDARS shall be purchased through an approved Financial Institution. Certificates of deposit must be with Financial Institutions that reside in the United States of America and are issued in United States Dollars.

**g. Bonds or Negotiable Securities of the State of New Mexico and New Mexico Counties, Municipalities, and School Districts (NMSA 1978, § 6-10-10(F)(1)):**

The Investment Officer may also invest in bonds or negotiable securities of the State of New Mexico or of any county, municipality, or school district within the state which has a taxable valuation of real property for the last preceding year of at least one million dollars (\$1,000,000.00) and which has neither defaulted in the payment of any interest or sinking fund obligation, nor failed to meet any bonds at maturity at any time within five (5) years last preceding. Such investments are limited to bonds or securities that at the time of purchase are Investment Grade and have a final maturity of up to three years.

**h. Government Money Market Mutual Funds (NMSA 1978, § 6-10-10(G)):**

Shares of an open-ended diversified investment company that:

- i. is registered with the United States Securities and Exchange Commission;
- ii. complies with the diversification, quality and maturity requirements of Rule 2a-7, or any successor rule, of the United States securities and exchange commission applicable to money market mutual funds; assesses no fees pursuant to Rule 12b-1, or any successor rule, of the United States securities and exchange commission, no sales load on the purchase of shares, and no contingent deferred sales charge or other similar charges, however designated;
- iii. is invested only in United States Government and Agency Obligations and repurchase agreements secured by such obligations;
- iv. has assets under management of at least one billion dollars (\$1,000,000,000);
- v. is rated AAA or equivalent by a nationally recognized rating agency.

Santa Fe County shall not, at any time, own more than five (5) percent of a government money market mutual fund's assets.

**i. Local Government Investment Pool (NMSA 1978, § 6-10-10.1):**

Funds may be invested in the Local Government Investment Pool (LGIP) managed by the NM State Treasurer. Bond proceeds may not be invested in the LGIP.

**j. New Mexico Finance Authority Bonds (NMSA 1978, § 6-21-19):**

Funds may be invested in bonds issued under the authority of the New Mexico Finance Authority Act, NMSA 1978, Chapter 6, Article 21.

**G. Risk:** The County recognizes that any portfolio of marketable investment securities is subject to interest-rate risk. To limit the risk of loss of principal, insufficient liquidity, and foregone return, the Investment Officer shall give particular emphasis to the following factors when selecting a specific security for inclusion in the Investment Portfolio:

- 1. Relative Yield to Maturity:** Comparison of return available from alternative investments for comparable maturity dates.
- 2. Marketability:** Analysis of relative marketability of alternate investments in case of forced sale or possibility of future trades.
- 3. Intermarket Yield Analysis:** Analysis of the spread relationship between sectors of the market, i.e. treasury bonds or bills versus agency bonds or discount notes, to take advantage of aberrations in yield differentials.
- 4. Yield Curve Analysis:** Analysis of the slope of the yield curve to determine the most attractive maturities for earning maximum return with minimal risk.
- 5. General Economic and Interest Rate Outlook:** Review and analysis of current literature on interest rate projections to assist in timing transactions and selecting appropriate maturities.
- 6. Liquidity Requirements.** Make reasonable efforts to match investments with anticipated liquidity requirements.
- 7. Corrective Action upon Downgrading.** Upon discovering that a rated bond, security, or other investment has been downgraded below Investment Grade, the Investment Officer shall take appropriate corrective action to minimize the risk of loss, including liquidation of the investment at issue, and notify the Investment Committee as soon as possible.

**H. Risk Mitigation Factors: Diversification and Maturity Constraints:** It is the policy of the County to diversify the Investment Portfolios. Investments shall be diversified to reduce the risk of loss resulting from an over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. The following diversification limitations, at the time of purchase, shall apply to each portfolio:

- 1.** Investment maturities will be laddered to avoid undue concentration of assets in a specific maturity sector and to meet cash flow requirements.
- 2.** Investment in callable and variable rate securities is permitted, but the amount invested in callable and variable rate instruments shall not exceed twenty-five percent (25%) of the total value of the Investment Portfolio.
- 3.** Certificate of deposit (CD), including CDARS, deposits at any single Financial Institution shall not exceed \$250,000 and total CD deposits shall not exceed 10% of the Investment Portfolio value. Except for federally insured brokered CDs, CD deposits may only be made in New Mexico Financial Institutions, per the requirement in the

New Mexico Constitution Article VIII, Section 4, with preference given to CDs with Local Financial Institutions.

4. Investments in United States agency obligations issued by any single agency shall be limited to thirty-five percent (35%) of the Investment Portfolio value.
5. Investments in repurchase agreements from any single provider shall be limited to twenty-five percent (25%) per counterparty and not exceed, in total, 10% of the Investment Portfolio value.
6. New Mexico-issued municipal securities will be limited to fifteen percent 15% of the Investment Portfolio value. Securities issued by a single municipal entity shall be limited to five percent (5%) of the total Investment Portfolio value.

**Diversification Summary:**

<i>Allowable Securities</i>	<i>Max Stated Final Maturity</i>	<i>Diversification Limits</i>
US Treasury Obligations	5 years (unless in Core Portfolio)	100% of Portfolio
US Agency Obligations	5 years (unless in Core Portfolio)	100% of Portfolio, 35% per issuer
New Mexico-Issued Municipal Bonds and Securities	5 years (unless in Core Portfolio)	15% of Portfolio, 5% per issuer
Repurchase Agreements	3 years for bond proceeds/1 year for all other funds	25% per counterparty, 10% of Portfolio
Gov't Money Market Funds	Overnight	35% of Portfolio
ETFs	N/A <sup>1</sup>	25% of Portfolio
NM LGIP	Overnight	5% of Portfolio
New Mexico Finance Authority Bonds	5 years (unless in Core Portfolio)	5% of Portfolio
Callable or Variable Rate Securities	5 years (unless in Core Portfolio)	25% of Portfolio
Certificates of Deposit	5 years	\$200,000 per issuer, 10% of Portfolio

**Duration:** In addition to the final stated maturity limits set forth in the chart above, the County will limit the average duration of the Investment Portfolio to a range of 2-4 years, except for the Core Portfolio. The maximum actual average duration requirement will be agreed upon by the County Treasurer and County Board of Finance, during the Treasurer's strategy presentation to the Board of Finance. The agreed upon maximum duration shall be noted in the minutes of the Board of Finance meeting and will remain the same unless a change is agreed upon at a subsequent Board of Finance meeting. If the actual average

<sup>1</sup> ETFs must be on approved list.

duration is greater than the maximum established by the Board of Finance, the County Treasurer shall present a plan to the Board of Finance to bring the actual average duration below the established maximum actual average.

- I. Core Portfolio:** Notwithstanding anything in this Investment Policy to the contrary, the County Treasurer may propose, and the Investment Committee may authorize, funds to be invested in investments the maximum stated final maturity of which is at least 5 years but not longer than 10 years from the date of purchase. Such investments shall comprise the Core Portfolio, which is hereby created. The market value of the Core Portfolio shall not exceed \$25 million.
- J. Anticipated Cash Flow Requirements and Maximum Maturity of Investments:** In consultation with the County Finance Department Director, the County Treasurer will project the County's short-term and long-term cash needs to determine the amount available for short-term and long-term investment and report this information to the Investment Committee monthly and the Board monthly.

The County investments will be laddered to match cash flow projections and be consistent with the applicable maturity limits in this Investment Policy.

- K. Limitation on the Purchase of Premium Bonds:** Premium bonds shall not be purchased unless:

1. the bonds are non-callable;
2. the bonds' maturity date is within the applicable maturity limits set forth in this Investment Policy; and
3. the Investment Officer reasonably expects to hold the bonds to maturity.

- L. Investment of Bond Proceeds.** Bond proceeds shall be invested in accordance with any investment restrictions, including collateral requirements, set forth in the bonds or resolutions and ordinances authorizing the issuance and sale of the bonds and, to the extent consistent with those restrictions, this Investment Policy. The County Finance Department Director shall inform the County Treasurer of:

1. any such restrictions at the time bonds are sold; and
2. any yield restrictions that arise prior to the bond proceeds being fully expended.

- M. Competitive Selection of Investment Instruments:**

1. The Investment Officer shall transact all securities purchases and sales only through broker/dealers on the approved list that utilize electronic trading platforms to produce and document multiple competitive offers or otherwise enable the Investment Officer to select the best transaction consistent with this Investment Policy. When purchasing a security, the Investment Officer will accept the offer that provides: (a) the highest rate of return within the maturity required and considering the credit quality of the investment; and (b) optimizes the investment objectives of the overall portfolio. When selling a security, the Investment Officer or its agent will select the bid that generates the highest sale price.
2. It will be the responsibility of the personnel involved with each purchase/sale to produce and retain written records of each transaction including the name of the Financial Institutions offering or bidding on securities, the authorized contact at the Financial Institution (except in the case of electronic trading), the rate or price quoted, description of the security, investment or bid selected, and any special considerations that had an impact on the decision. If the lowest priced security (highest yield) was not selected for purchase, or the highest bid was not selected for sale, or less than three

competitive offers were considered, an explanation describing the investment objective prompting the purchase or sale will be included in this written record.

3. The Investment Officer or designee (designees) shall authorize all investment transactions. Executed trade documents shall be reviewed for compliance daily.
4. All trade fails or compliance violations are to be documented in an error report on the day that they are discovered and shall disclose the reason for each error. Errors shall be summarized in a report to the Investment Committee even if corrected by the broker/dealer.
5. Competitive selection does not apply to investments where the rate is set by a written agreement between the bank and the County.

**N. Trading:**

1. The Investment Officer shall monitor the contents of the portfolio, the available markets and the relative values of competing instruments, and adjust the portfolio accordingly to achieve the investment objectives.
2. Each executing broker/dealer must confirm the time of execution and price and disclose whether principal or agent.

**O. Safekeeping and Custody:**

1. All investment securities purchased by the County, held as collateral on repurchase agreements or held as collateral on securities lending arrangements shall be held in third-party safekeeping at a fiduciary qualified to act in this capacity. Subject to Section III(D)(3) of this Policy, all securities held for the Investment Portfolio will be held free and clear of any lien and all transactions will be conducted in compliance with Section 6-10-10(O) NMSA 1978, which requires contemporaneous transfer and same day settlement. On a monthly basis, the custodian will provide reports, which list all transactions that occurred during the month and all securities held for the County at month-end, including the book and market value of holdings.
2. The fiscal agent and representatives of the custodian responsible for, or in any manner involved with, the safekeeping and custody process of the County shall be bonded in amounts required by the Board under its custody agreement to protect from losses, from malfeasance and misfeasance.

**P. Collateral Policy:**

Deposits shall be collateralized at 102% of market value of eligible securities. The market value of collateral and copies of collateral shall be submitted to the County Treasurer's office monthly. Such collateral shall be held by an independent third party Financial Institution acceptable to the County. Securities eligible as collateral are those defined under State Law (Section 6-10-16 NMSA 1978). Collateral shall be held in a custodial bank, per Section 6-10-21 NMSA 1978, and shall be subject to a security interest in favor of the County, per Section 6-10-18 NMSA 1978.

Securities held for collateral will comply with this policy in terms of maximum maturity and allowable investments.

**Q. Selection of Investment Advisors, Consultants/Managers: The County may contract with investment advisors, consultants and/or managers for the investment of securities in accordance with the following rules:**

1. The firm or individual shall be selected in accordance with the Procurement Code and the County's procurement policies, rules, and regulations and approved by the Investment Committee;

2. The firm and individual shall be registered under the Investment Adviser Act of 1940;
  3. All investment advisor contracts must require the investment advisor, consultant or manager to report quarterly, in writing, to the Investment Committee. The report shall (i) establish performance benchmarks for the securities in the Investment Portfolio, and (ii) review recommended investments, portfolio strategies and/or performance against established benchmarks. The report shall be included in the Investment Officer's next monthly report. Performance benchmarks established by the Investment Officer and/or the investment advisor must be approved by the Investment Committee.
- R. Performance Benchmarks:** The Investment Portfolio shall be designed and managed with the objective of obtaining a market rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs of the County.
1. Short-term funds and funds that must maintain a high degree of liquidity will be compared to an appropriate short-term index or similar credit quality.
  2. Medium term investment and other funds (core) that have longer terms shall be compared to indices of similar duration and credit quality.
- S. Selection of Depositories and Securities Brokers/Dealers:** When selecting depositories, consideration will be given to minimizing risk, protecting investment capital and obtaining the best purchase or sale price. The following guidelines will be used in selecting depositories and securities broker/dealers.
1. **Depositories:** In selecting Financial Institutions for the deposit of County funds, the Investment Officer will consider the credit worthiness of the institutions.
    - a. The Investment Officer, through its collateral compliance and risk assessment program, will monitor the Financial Institutions' credit characteristics and financial history throughout the period in which County funds are deposited.
    - b. Each depository will be required at all times to collateralize County deposits at the level required by the collateral policy (see section III.P of this Policy) and the depository agreement adopted by the Board.
  2. **Securities Broker/Dealers:**
    - a. Broker/dealer firms, including brokers, dealers and/or individual employees of these firms, that have direct contact with the County through those firms, will be selected by the Investment Committee and approved by the Board according to the services they offer as well as the firm's ability to offer competitive prices on securities transactions. Those broker/dealer firms that do not have direct contact with the County, but deal with a fiduciary/investment manager on behalf of the County, will be selected by that investment manager, which will be responsible for ensuring best execution utilizing their own broker/dealer list.
    - b. The broker/dealers list will be reviewed and approved by the Investment Committee and the Board no less than annually.
    - c. The list of approved broker/dealers will contain no fewer than nine (9) firms, at least four (4) of which are primary dealers.
    - d. To be considered, broker/dealers must meet the following criteria:
      - i. The firm must be registered as a dealer under the Securities Exchange Act of 1934.
      - ii. The firm and assigned broker must be registered with the Financial Industries Regulatory Authority (FINRA).



- h. the investment strategies employed during the period;
  - i. a summary of recent market conditions, economic developments and anticipated investment conditions;
  - j. any areas of policy concern warranting possible revisions of current or planned investment policies;
  - k. a projection of the County's short-term and long-term cash needs;
  - l. all transactions where there were fewer than three bids or offers;
  - m. all sale transactions resulting in a book loss;
  - n. all transaction errors;
  - o. any trades between portfolios;
  - p. all changed allocations; and
  - q. any loss of market value, reduced yield or return on a particular security. The situation causing the loss of market value, reduced yield or return must be closely monitored and evaluated to ensure that any decision to hold or sell the particular security is based on the best publicly available information.
2. The report shall list all transactions during the previous month. The reports submitted to the Board shall contain sufficient information to permit the independent investment consultant hired pursuant to Section III.Q to evaluate the performance of the investment program.

**APPROVED:**



Patrick J. Varela  
Santa Fe County Treasurer

Date: April 23, 2018





2007 Swing Vote  
 2007 Five Dollars a Day  
 2007 Love N' Dancing  
 2007 Linewatch  
 2007 Afterwards  
 2007 Husband for Hire  
 2007 The Eye  
 2007 In the Valley of Elah  
 2007 Love Lies Bleeding  
 2007 Urban Justice  
 2007 The Sarah Connor Chronicles  
 2007 Sunshine Cleaning  
 2007 Tennessee  
 2007 Deadly Impact  
 2007 Wildfire, S3  
 2006 Have Dreams, Will Travel  
 2006 Beerfest  
 2006 Carriers  
 2006 Employee of the Month  
 2006 Fanboys  
 2006 The Flock  
 2006 The Hitcher  
 2006 The Lost Room  
 2006 No Country for Old Men  
 2006 Transformers  
 2006 Trade  
 2006 Wild Hogs  
 2006 Wildfire, S2  
 2005 Death Valley  
 2005 The Astronaut Farmer  
 2005 Bordertown  
 2005 Rent  
 2005 Doubting Thomas  
 2005 Three Wise Guys  
 2005 Wildfire, Pilot  
 2005 Wildfire, S1  
 2004 Believe in Me  
 2004 Cruel World  
 2004 Dreamland  
 2004 First Snow  
 2004 In From the Night  
 2004 Nothing But Life  
 2003 A Thief of Time  
 2003 Around the Bend  
 2003 Coyote Waits  
 2003 Elvis Has Left the Building  
 2003 Mail Cop  
 2003 21 Grams

**ALCALDE (NORTH CENTRAL)**  
 2013 The Homesman  
 2011 Blaze You Out  
 2010 Bless Me, Ultima  
 2006 Comanche Moon

**ALGODONES (CENTRAL)**  
 2017 Graves, S2  
 2017 Arizona  
 2016 From Dusk 'Til Dawn, S3  
 2015 Better Call Saul, S2  
 2015 The Condemed 2  
 2014 Outlaws & Angels  
 2014 The Messengers, Pilot  
 2012 Frontera  
 2011 The Avengers  
 2010 Blood Brothers  
 2009 Crash, S2  
 2008 Wildfire, S4  
 2008 Terminator Salvation  
 2007 Wildfire, S3  
 2007 Appaloosa  
 2007 Urban Justice  
 2006 Wildfire, S2  
 2006 Trade  
 2005 Wildfire, S1  
 2005 Wildfire, Pilot

**ALTO (SOUTHEAST)**  
 2008 Garner

**ANGEL FIRE (NORTH CENTRAL)**  
 2012 The Lone Ranger  
 2010 Let Me In

**ANTHONY (SOUTHWEST)**  
 2015 River  
 2012 Without Borders  
 2012 50 to 1

**ARROYO HONDO (NORTH CENTRAL)**  
 2006 No Country for Old Men

**ARTESIA (SOUTHEAST)**  
 2016 2 Years and 8 Days  
 2015 Hell or High Water  
 2015 Fractured  
 2011 Roosevelt FM

**AZTEC (NORTHWEST)**  
 2013 Beyond the Reach

**BELEN (CENTRAL)**  
 2017 Will Gardner  
 2017 Arizona  
 2016 Soldado  
 2016 Making a Killing  
 2015 The Founder  
 2015 The Space Between Us  
 2015 Katie Says Goodbye  
 2014 Blood Father  
 2014 Midnight Special  
 2013 Transcendence  
 2013 Enemy Way  
 2012 The Last Stand  
 2011 In Plain Sight, S4  
 2011 As Cool as I Am  
 2008 My One and Only  
 2007 Swing Vote  
 2006 Have Dreams, Will Travel  
 2006 Fanboys  
 2006 Living Hell  
 2006 The Lost Room

**BERNALILLO (CENTRAL)**  
 2017 Will Gardner  
 2017 Arizona  
 2016 From Dusk Till Dawn, S3  
 2016 Villa Capri  
 2015 Better Call Saul, S2  
 2015 Fender Bender  
 2015 Hieroglyph  
 2015 The Founder  
 2015 The Lost Pueblo  
 2015 The Miller Prediction  
 2015 Graves, S1  
 2014 Blood Father  
 2012 50 to 1  
 2011 Jackie  
 2009 Crash, S2  
 2008 Wildfire, S4  
 2008 Crash, S1  
 2008 Love Ranch  
 2007 Wildfire, S3  
 2007 Saint John of Las Vegas  
 2006 Trade  
 2006 Wildfire, S2  
 2003 Around the Bend

**BERNARDO (SOUTHWEST)**  
 2009 In Plain Sight, S2

**BINGHAM (SOUTHWEST)**  
 2017 12 Strong  
 2011 Gambit  
 2010 This Must Be the Place

**BLOOMFIELD (NORTHWEST)**  
 2017 Arizona

**BOSQUE FARMS (CENTRAL)**  
 2017 Graves, S2  
 2012 The Last Stand  
 2010 Let Me In  
 2008 Observe and Report  
 2005 First Snow

**CABEZON (CENTRAL)**  
 2010 Breaking Bad, S3

**CANONCITO (CENTRAL)**  
 2016 2 Years and 8 Days  
 2015 Hell or High Water  
 2013 Breaking Bad, S5

**CARRIZOZO (SOUTHEAST)**  
 2010 This Must Be the Place  
 2009 The Book of Eli

**CARNUEL (CENTRAL)**

2006 Trade  
**CEDAR CREST (CENTRAL)**  
 2016 Better Call Saul, S3  
 2014 The Messengers, Pilot  
 2008 Friendship  
 2006 Trade

**CERRILLOS (NORTH CENTRAL)**  
 2017 Longmire, S6  
 2015 Edge, Pilot  
 2014 House of Cards  
 2012 We're the Millers  
 2011 Ink: A Tale of Captivity  
 2011 Longmire, Pilot  
 2010 Blood Brothers  
 2009 Undocumented  
 2008 Not Forgotten  
 2008 Beer for My Horses  
 2007 Dark Country  
 2005 The Far Side of Jericho  
 2005 Three Wise Guys

**CHAMA (NORTH CENTRAL)**  
 2016 At the End of the Santa Fe Trail  
 2016 Hostiles  
 2016 Logan  
 2015 The Lost Pueblo  
 2015 Gunsmoking, S2  
 2013 A Million Ways to Die in the West  
 2011 Reconstruction

**CHAPARRAL (SOUTHWEST)**  
 2008 The Burning Plain

**CHILILI (CENTRAL)**  
 2012 Lone Survivor  
 2011 The Avengers

**CHIMAYÓ (NORTH CENTRAL)**  
 2011 Blaze You Out  
 2009 Paul  
 2008 Spoken Word  
 2006 The Hitcher

**CIMARRON (NORTH CENTRAL)**  
 2013 Enemy Way  
 2012 The Lone Ranger

**CLOVIS (SOUTHEAST)**  
 2016 2 Years and 8 Days  
 2015 Hell or High Water  
 2008 Three Wishes  
 2004 Believe in Me

**COCHITI PUEBLO (CENTRAL)**  
 2016 Better Call Saul, S3  
 2015 Hellbent  
 2014 Outlaw Prophet  
 2009 Bird of the Air  
 2009 The Book of Eli  
 2008 Crash  
 2008 Kites  
 2008 Beer for My Horses  
 2007 Dark Country  
 2006 Carriers  
 2006 Living Hell  
 2005 Three Wise Guys

**COLUMBUS (SOUTHWEST)**  
 2013 Enemy Way  
 2008 The Burning Plain

**CORRALES (CENTRAL)**  
 2017 Fatal Mistakes  
 2017 Arizona  
 2015 Fender Bender  
 2013 Force of Execution  
 2013 Enemy Way  
 2010 In Plain Sight, S3  
 2010 The Odds  
 2009 Crash, S2  
 2008 Easy Money  
 2008 Beer for My Horses  
 2004 Cruel World  
 2003 Coyote Waits

**CUBERO (SOUTHWEST)**  
 2011 Jackie

**CUNDIYO (NORTH CENTRAL)**  
 2006 The Hitcher

**DALIES (CENTRAL)**  
 2009 Breaking Bad, S2  
 2008 Breaking Bad, S1

**DEMING (SOUTHWEST)**  
 2015 Transpecos  
 2013 Enemy Way  
 2012 The Odd Way Home  
 2007 Indiana Jones and the Kingdom of the Crystal Skull

**DEXTER (SOUTHEAST)**  
 2012 The Rambler

**DIXON (NORTH CENTRAL)**  
 2016 House of Eternal Return

**EAGLE NEST (NORTH CENTRAL)**  
 2012 The Lone Ranger  
 2010 This Must Be the Place

**EDGEWOOD (NORTH CENTRAL)**  
 2017 Arizona  
 2014 The Messengers, Pilot  
 2014 Bare  
 2013 The Guest  
 2012 50 to 1  
 2009 The Dry Land  
 2008 Crash, S1  
 2007 Carriers

**ELIDA (SOUTHEAST)**  
 2004 Believe in Me

**ESPAÑOLA (NORTH CENTRAL)**  
 2017 Icebox  
 2017 Longmire, S6  
 2016 T@gger, S2  
 2016 Cliffs of Freedom  
 2016 Longmire, S5  
 2014 House of Cards  
 2014 Longmire, S3  
 2013 The Homesman  
 2013 Enemy Way  
 2011 Stars  
 2011 Blaze You Out  
 2010 Haywire  
 2008 Spoken Word  
 2008 Crazy Heart  
 2008 Brothers  
 2006 Naked Fear  
 2005 The Astronaut Farmer

**ESTANCIA (CENTRAL)**  
 2017 Fast Color  
 2016 Making a Killing  
 2016 2 Years and 8 Days  
 2015 Preacher, S1  
 2015 Hell or High Water  
 2015 Hellbent  
 2013 The Guest  
 2013 Frank  
 2012 2 Guns  
 2008 The Flock  
 2006 The Lost Room

**FAIRACRES (SOUTHWEST)**  
 2012 The Odd Way Home

**FARMINGTON (NORTHWEST)**  
 2016 In the Middle of the River  
 2015 Fractured  
 2014 We Know Not What We Do  
 2013 Beyond the Reach  
 2012 The Lone Ranger  
 2012 The Host  
 2010 Stargate Universe: Malice

**FLOYD (SOUTHEAST)**  
 2004 Believe in Me

**FORT STANTON (SOUTHEAST)**  
 2005 Into the West

**GALISTEO (NORTH CENTRAL)**  
 2017 Longmire, S6  
 2017 Dreamland  
 2016 Tucumcari  
 2016 Godless  
 2016 Woman Walks Ahead  
 2015 Edge, Pilot  
 2014 In a Valley of Violence  
 2013 The Homesman  
 2013 The Sixth Gun, Pilot  
 2013 Enemy Way  
 2012 American Girl of the Year  
 2012 The Lone Ranger

2012 2 Guns  
 2011 Stars  
 2011 The Tin Star  
 2011 Gambit  
 2011 Reconstruction  
 2010 Cowboys & Aliens  
 2010 Thor  
 2010 True Grit  
 2009 Crazy Heart  
 2009 Did You Hear About the Morgans?  
 2009 Paul  
 2009 The Killer Inside Me  
 2008 Doc West  
 2008 Georgia O'Keeffe  
 2008 The Keeper  
 2008 Sex & Lies in Sin City  
 2008 Kites  
 2008 Legion  
 2007 Appaloosa  
 2007 Conspiracy  
 2006 3:10 to Yuma  
 2006 Buried Alive  
 2006 Comanche Moon  
 2006 The Hitcher  
 2006 Save Me  
 2005 The Far Side of Jericho  
 2005 Intervention  
 2005 Into the West  
 2005 Senaphint Falls  
 2003 The Missing

**GALLUP (NORTHWEST)**  
 2017 Will Gardner  
 2017 Arizona  
 2014 Highly Functional  
 2014 Drunktown's Finest  
 2004 Black Cloud

**GARFIELD (SOUTHWEST)**  
 2012 The Odd Way Home

**GHOST RANCH (NORTH CENTRAL)**  
 2013 Cosmos: A Space Time Odyssey

**GLORIETA (NORTH CENTRAL)**  
 2017 Longmire, S6  
 2016 Get Shorty  
 2016 Longmire, S5  
 2014 Outlaw Prophet  
 2012 Longmire, S1  
 2008 Brothers

**GRANTS (NORTHWEST)**  
 2011 Jackie  
 2008 21 Grams

**HACHITA (SOUTHWEST)**  
 2007 Indiana Jones and the Kingdom of the Crystal Skull

**HAGERMAN (SOUTHEAST)**  
 2012 The Rambler

**HERNANDEZ (NORTH CENTRAL)**  
 2011 Blaze You Out

**HILLSBORO (SOUTHWEST)**  
 2016 Rose  
 2012 The Odd Way Home

**ISLETA PUEBLO (CENTRAL)**  
 2011 In Plain Sight, S4  
 2009 In Plain Sight, S2  
 2009 Breaking Bad, S2  
 2007 The Eye  
 2006 Trade

**JARALES (CENTRAL)**  
 2017 Arizona  
 2007 Sunshine Cleaning

**JEMEZ PUEBLO (CENTRAL)**  
 2017 T@gger S3  
 2017 Tremors, Pilot  
 2015 Whiskey Tango Foxtrot  
 2013 A Million Ways to Die in the West

SEPTEMBER 5, 2015  
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 5:31 / 2015



2012 We're The Millers  
 2012 The Lone Ranger  
 2011 In Plain Sight, S4  
 2008 Easier With Practice  
 2008 Crash, S1  
 2007 Linewatch

**JEMEZ SPRINGS (CENTRAL)**  
 2015 Ridiculous Six  
 2014 Longmire, S3  
 2014 In a Valley of Violence  
 2013 Transcendence  
 2011 Just Like a Woman  
 2008 Friendship!  
 2008 Crash, S1  
 2008 Easier With Practice  
 2008 Gamer  
 2007 Afterwards  
 2007 Wild Hogs  
 2006 Carriers  
 2003 A Thief of Time  
 2003 Coyote Waits

**JICARILLA APACHE NATION (NORTH CENTRAL)**  
 2011 Ink: A Tale of Captivity

**LA BAJADA (CENTRAL)**  
 2016 From Dusk 'Til Dawn, S3  
 2016 Longmire, S5  
 2011 In Plain Sight, S4  
 2006 No Country for Old Men  
 2005 The Far Side of Jericho  
 2005 Seraphim Falls  
 2003 The Missing

**LA CIENEGA (NORTH CENTRAL)**  
 2013 Jane Got a Gun



12 Strong

2013 The Sixth Gun, Pilot  
 2012 Longmire, S1  
 2011 Ink: A Tale of Captivity  
 2011 Reconstruction  
 2009 MacGruber  
 2008 Beer for My Horses  
 2008 Doc West  
 2007 Shoot First and Pray  
 You Live  
 2006 Comanche Moon  
 2005 Into the West  
 2005 Seraphim Falls  
 2003 The Missing

**LAGUNA PUEBLO (NORTHWEST)**  
 2017 12 Strong  
 2016 Soldado  
 2016 The Night Shift, S3  
 2015 Whiskey Tango Foxtrot  
 2014 Blood Father  
 2014 Good Kill  
 2014 False Memory Syndrome

2012 We're The Millers  
 2012 The Host  
 2012 The Last Stand  
 2011 Jackie  
 2011 Just Like a Woman  
 2011 Gambit  
 2008 Saint John of Las Vegas  
 2006 Carriers  
 2005 Three Wise Guys

**LA LUZ (SOUTHEAST)**  
 2007 Transformers

**LA MADERA (NORTH CENTRAL)**  
 2007 Appaloosa

**LAMY (NORTH CENTRAL)**  
 2017 Longmire, S6  
 2016 Preacher, S1  
 2016 Woman Walks Ahead  
 2015 Edge, Pilot  
 2015 Preacher, S1  
 2014 Kepler's Dream  
 2013 Jane Got a Gun  
 2012 The Lone Ranger  
 2012 Breaking Bad, S5  
 2011 Stars  
 2008 Kites

2007 Appaloosa  
 2006 Comanche Moon  
 2006 Living Hell

**LAS CRUCES (SOUTHWEST)**  
 2015 River  
 2014 Captain Fantastic  
 2013 Enemy Way  
 2012 50 to 1  
 2012 The Odd Way Home  
 2012 Without Borders  
 2010 Due Date  
 2008 The Burning Plain  
 2007 Indiana Jones and the Kingdom of the Crystal Skull

**LAS VEGAS (NORTHEAST)**  
 2017 Willenberger  
 2017 Longmire, S6  
 2017 Arizona  
 2016 Godless  
 2016 Hostiles  
 2016 House of Eternal Return  
 2016 Longmire, S5  
 2016 Making a Killing  
 2016 Midnight Texas, Pilot  
 2016 Woman Walks Ahead  
 2015 The Magnificent Seven  
 2015 Gunslingers, S2  
 2015 Ridiculous Six  
 2015 Helibent  
 2015 Longmire, S4  
 2014 Outlaw Prophet  
 2014 Longmire, S3  
 2014 House of Cards  
 2013 The Homesman  
 2013 Longmire, S2  
 2013 Enemy Way

2012 Longmire, S1  
 2012 Vegas, Pilot  
 2011 Longmire, Pilot  
 2010 Due Date  
 2010 Bless Me, Ultima  
 2010 True Grit  
 2010 Haywire  
 2009 Paul  
 2008 Friendship!  
 2008 Georgia O'Keeffe  
 2008 Inhale  
 2008 Not Forgotten  
 2008 Beer for My Horses  
 2008 Brothers  
 2008 Comanche Moon  
 2006 Fanboys  
 2006 No Country for Old Men  
 2006 Wild Hogs  
 2005 The Astronaut Farmer  
 2005 North Country  
 2004 The Longest Yard  
 2003 Blind Horizon

**LORDSBURG (SOUTHWEST)**  
 2005 Seraphim Falls

**LOS ALAMOS (NORTH CENTRAL)**  
 2016 Godless  
 2016 Hostiles  
 2016 House of Eternal Return  
 2016 Longmire, S5  
 2015 Helibent  
 2014 Outlaw Prophet  
 2012 The Lone Ranger  
 2012 Longmire, S1  
 2011 Longmire, Pilot  
 2010 Tiger Eyes  
 2010 Haywire  
 2010 Let Me In  
 2009 Bird of the Air  
 2009 Did You Hear About the Morgans?  
 2008 Brothers  
 2005 Into the West

**LOS LUCEROS (NORTH CENTRAL)**  
 2006 Comanche Moon

**LOS LUNAS (CENTRAL)**  
 2017 12 Strong  
 2017 Will Gardner

2017 Arizona  
 2016 Better Call Saul, S3  
 2016 2 Years and 8 Days  
 2016 Cowboy Drifter  
 2016 Villa Capri  
 2015 The Space Between Us  
 2015 Hell or High Water  
 2014 Blood Father  
 2014 Outlaw Prophet  
 2013 After the Fall  
 2012 The Last Stand  
 2011 Gambit  
 2011 Breaking Bad, S4  
 2010 Scoundrels, S1  
 2009 Breaking Bad, S2  
 2008 Friendship!  
 2008 Love Ranch  
 2008 In Plain Sight, S1  
 2006 Have Dreams, Will Travel  
 2006 In From the Night  
 2003 Around the Bend

**LOS RANCHOS DE ALBUQUERQUE (CENTRAL)**  
 2008 Wildfire, S4  
 2008 In Plain Sight, S1  
 2008 Breaking Bad, S1  
 2008 Husband for Hire  
 2007 Breaking Bad, Pilot  
 2007 Wildfire, S3  
 2007 Five Dollars a Day  
 2007 Swing Vote  
 2006 Wildfire, S2  
 2006 In Plain Sight, Pilot  
 2005 Wildfire, S1

**LOVINGTON (SOUTHEAST)**  
 2016 2 Years and 8 Days  
 2015 Hell or High Water  
 2005 Glory Road

**MADRID (NORTH CENTRAL)**  
 2011 Jackie  
 2011 Longmire, Pilot  
 2009 Paul  
 2008 Beer for My Horses  
 2007 Conspiracy  
 2006 Wild Hogs  
 2005 Three Wise Guys  
 2005 The Far Side of Jericho

**MAGDALENA (SOUTHWEST)**  
 2017 Dreamland  
 2014 We Know Not What We Do  
 2006 Transformers

**MEDANALES (NORTH CENTRAL)**  
 2011 Blaze You Out

**MESCALERO (SOUTHEAST)**  
 2008 Transformers: Revenge of the Fallen

**MESCALERO APACHE (SOUTHEAST)**  
 2008 Transformers: Revenge of the Fallen  
 2005 Into the West

**MESILLA (SOUTHWEST)**  
 2015 River  
 2012 The Odd Way Home  
 2012 Without Borders

**MESQUITE (SOUTHWEST)**  
 2012 Without Borders

**MILAN (NORTHEAST)**  
 2003 21 Grams

**MONTEZUMA (NORTHEAST)**  
 2008 Georgia O'Keeffe

**MORA (NORTH CENTRAL)**  
 2013 The Homesman  
 2011 Reconstruction  
 2010 True Grit

**MORIARTY (CENTRAL)**  
 2017 Fast Color  
 2017 Arizona  
 2016 2 Years and 8 Days  
 2015 Priceless  
 2015 Preacher, S1  
 2015 Hell or High Water  
 2014 Blood Father  
 2014 The Messengers, Pilot  
 2014 Bare  
 2014 Midnight Special  
 2013 The Guest  
 2012 The Last Stand  
 2009 Paul  
 2009 The Dry Land  
 2007 Five Dollars a Day  
 2006 Carriers

2006 The Hitcher  
 2006 Have Dreams, Will Travel  
 2006 The Lost Room  
 2005 The Flock  
 2005 First Snow  
 2004 Believe in Me  
 2003 Around the Bend  
 2003 21 Grams

**MOUNTAINAIR (CENTRAL)**  
 2017 Arizona  
 2016 Making a Killing  
 2014 Midnight Special  
 2008 My One and Only  
 2007 Have Dreams, Will Travel

**NAMBÉ PUEBLO (NORTH CENTRAL)**  
 2012 Game Change  
 2010 Haywire  
 2006 The Hitcher  
 2005 The Far Side of Jericho  
 2005 Rent

**NAVAJO (NORTHWEST)**  
 2014 Highly Functional

**NAVAJO NATION (NORTHWEST)**  
 2013 A Million Ways to Die in the West  
 2013 Beyond the Reach  
 2012 The Lone Ranger  
 2012 The Host  
 2006 Transformers  
 2010 Stargate Universe: Malice  
 2004 Black Cloud

**OJO CALIENTE (NORTH CENTRAL)**  
 2011 Ink: A Tale of Captivity

**OHKAY OWINGEH PUEBLO (NORTH CENTRAL)**  
 2016 Longmire, S5  
 2014 Longmire, S3  
 2013 The Homesman  
 2008 Spoken Word  
 2008 Brothers

**OROGRANDE (SOUTHEAST)**  
 2017 12 Strong

**PECOS (NORTHEAST)**  
 2017 Waco  
 2017 Longmire, S6  
 2016 Astro  
 2016 Longmire, S5  
 2016 Woman Walks Ahead  
 2015 Helibent  
 2013 Jane Got a Gun  
 2012 Longmire, S1  
 2011 Stars  
 2011 Ink: A Tale of Captivity  
 2011 Odd Thomas  
 2010 True Grit  
 2009 Did You Hear About the Morgans?  
 2009 Paul  
 2008 Doc West  
 2008 Crazy Heart  
 2007 Conspiracy  
 2006 Naked Fear  
 2006 Comanche Moon

**PILAR (NORTH CENTRAL)**  
 2015 Edge, Pilot  
 2006 No Country for Old Men

**PLACITAS (CENTRAL)**  
 2017 Arizona  
 2014 Outlaws & Angels  
 2013 Big Sky  
 2011 The Lying Game  
 2011 Breaking Bad, S4  
 2010 Scoundrels, S1  
 2004 Dreamland

**PLAYAS (SOUTHWEST)**  
 2014 Batman vs Superman: Dawn of Justice



Longmire

**POJOAQUE (NORTH CENTRAL)**  
 2017 Scalped Pilot  
 2011 Just Like a Woman  
 2009 Bird of the Air  
 2006 Wild Hogs

**POJOAQUE PUEBLO (NORTH CENTRAL)**  
 2006 Carriers

**PONDEROSA (SOUTHEAST)**  
 2012 50 to 1

**PORTALES (SOUTHEAST)**  
 2016 2 Years and 8 Days  
 2015 Hell or High Water  
 2004 Believe in Me

**QUESTA (NORTH CENTRAL)**  
 2010 This Must Be the Place

**RED RIVER (NORTH CENTRAL)**  
 2010 This Must Be the Place  
 2010 Let Me In

**RIO PUERCO (CENTRAL)**  
 2016 Soldado  
 2012 The Lone Ranger

**RIO RANCHO (CENTRAL)**

2017 Graves, S2  
 2017 Tremors, Pilot  
 2017 The Long Dumb Road  
 2017 Cheerleader Killer  
 2017 Arizona  
 2016 T@gged, S2  
 2016 Get Shorty  
 2016 Logan  
 2015 The Space Between Us  
 2015 Preacher, S1  
 2014 Dogs of War, S1  
 2014 Manhattan, S1  
 2013 After the Fall  
 2012 2 Guns  
 2012 Fronteira  
 2011 Jackie  
 2011 Odd Thomas  
 2010 In Plain Sight, S3  
 2010 Fright Night  
 2010 Lemonade Mouth  
 2009 Crash, S2  
 2008 Breaking Bad, S1  
 2008 Wildfire, S4  
 2008 The Spy Next Door  
 2008 Easy Money  
 2008 Gamer  
 2008 Love Ranch  
 2007 Wildfire, S3  
 2007 Felon  
 2007 Breaking Bad, Pilot  
 2007 Dark Country  
 2007 The War Boys  
 2006 Wildfire, S2  
 2006 The Lost Room  
 2005 Wildfire, S1  
 2005 Wildfire, Pilot  
 2004 Dreamland  
 2003 Coyote Waits  
 2003 A Thief of Time

continued →



Better Call Saul

C LERK RECORDED 05/31/2018

ROCIADA

SANTA CRUZ

WALDO

ROMEROVILLE

SANTA FE

ROSWELL

WATROUS

ROWE

WHITE ROCK

ROY

TATUM

RUIDOSO

TERRERO

WILLARD

SALINAS

TESUQUE

ZIA PUEBLO

SAN FELIPE PUEBLO

TIJERAS

SAN ILDEFONSO PUEBLO

SAN JOSE

SANTA ROSA

SAN LUIS

SAN PEDRO

SANTA TERESA

TO'HAIJILEE NAVAJO  
CHAPTER

SAN YSIDRO

SANTO DOMINGO PUEBLO

SANDIA PARK

SANDIA PUEBLO

SAPELLO

SANTA ANA PUEBLO

SENA

SHIPROCK

TRUCHAS



TRUTH OR CONSEQUENCES

SILVER CITY

TUCUMCARI

SOCORRO

TULAROSA

SANTA CLARA PUEBLO

STANLEY

UTE PARK

SUNLAND PARK

VELARDE

VILLANUEVA

TAOS

WAGON MOUND



Logan



DATE: April 24, 2018

TO: SANTA FE COUNTY COMMISSION

CC: KATHERINE MILLER, Santa Fe County Manager/TONY FLORES, Dep. Santa Fe County Manager

FROM: ERIC WITT, Director, Santa Fe Film Office

RE: SANTA FE FILM OFFICE: FY2017 PERFORMANCE HIGHLIGHTS AND FY2018 GOALS

FY 2017, the first year of operation of the Santa Fe Film Office, saw record levels of production throughout the region. In fact, we were "full" (see chart next page). Total local production spend doubled over the previous year, from approximately \$70mm in FY2016 to approximately \$145mm in FY2017. This generated roughly \$435mm in total economic activity bringing in an estimated \$10mm-12mm to local government coffers (City and County) through GRT, Lodgers Tax and miscellaneous other licensing and fees.

Below are highlights of FY2017 relative to the SFFO's stated goals as provided to the City and County prior to the office's opening, as well as objectives for FY2018.

**INCREASE PRODUCTION FIGURES AND ECONOMIC IMPACTS IN THE GREATER SANTA FE REGION.  
STATUS: ACHIEVED**

In FY17 the SFFO serviced over fifteen major film and television productions, plus many additional smaller local independent productions, student films, commercials and music videos.

Major productions included:

- "Only the Brave/Granite Mountain" (Sony feature film)
- "Cliffs of Freedom" (feature film)
- "Godless" (Netflix original series)
- "Monsters of God" (TNT series pilot)
- "Midnight, TX" (NBC tv series)
- "Hostiles" (feature film)
- "Graves" (Lionsgate series)
- "Scalped" (Warner Bros. tv series pilot)
- "Longmire" (Warner Bros. television series)
- "Woman Walks Ahead" (indie feature film)
- "At the End of the Santa Fe Trail" (local indie feature film)
- "Waco" (multi-part tv series, Weinstein Co.)

(continued)

- "New York Prison Escape" (Lifetime Channel television movie)
- "Hyde Park" (feature film)
- "The Girlfriend Experience" (television series)

## SANTA FE REGIONAL FILM PERFORMANCE MEASURES FY2016 - FY2017

[Numbers rounded and subject to revision and updates]

	FY2016	FY2017	%Change	FY2018 Target [5]
Total Production Spend [1]	\$70,000,000	\$145,000,000	107%	\$110,000,000
Economic Impact (3x multiplier)	\$210,000,000	\$435,000,000	107%	\$330,000,000
Film Crew Work Days @12hrs/day [2]	57,120	118,320	107%	88,740
Equivalent 8hr Work Days	85,680	177,480	107%	133,110
Total Film Wages @ \$50/hr avg.:	\$ 34,272,000	\$ 70,992,000	107%	\$53,244,000
Stage rental days [3]	810	1,346	66%	888
SELECT Hotel Film Rentals [4]	\$1,013,900	\$1,641,395	62%	\$1,083,321

### NOTES:

- [1] Estimates based on state film office numbers, as a percentage of total production statewide.
- [2] Based on a four-year average ratio of 816 crew work days per \$1mm spend.
- [3] Estimates based on production occupancy, Garson and SF Studios, two stages each.
- [4] Based on self-reported numbers from a sample of hotels that do significant film business. This is only to illustrate the trend and does NOT represent total film-related hotel and short term rentals throughout the region, which is significantly higher.
- [5] FY18 financial projections are estimated to come in at a bit over two-thirds of FY17 numbers. This is due to the state "cap" on incentives, with other factors also contributing. The total number of projects is up, however.

### MARKET THE SANTA FE REGION TO THE INDUSTRY. STATUS: ACHIEVED

We achieved a ranking for Santa Fe of #2 Best Place to Live and Work in North America (US, Mexico, Canada), cities under 500,000 population, by "MovieMaker" magazine, a publication of record for the production community. The ranking is based on amount of production, local service and support, and general production environment. We beat out locations with much greater populations and film office budgets/staff than ours e.g. New Orleans, Cleveland and Pittsburg.

We further created "branding" and promotional materials (logos, tag lines, ads, promotional items, etc.), and pushed awareness of the SFFO to the local community and industry at large through numerous media interviews and appearances, trade shows and other outreach efforts. And the SFFO hosted the state's annual two-day conference of statewide film liaisons in February, 2017.

**CREATE A WEBSITE THAT IS INFORMATIVE, APPEALING AND USER FRIENDLY. STATUS: ACHIEVED**

The SFFO designed and established a fully functional website ([www.sffo.film](http://www.sffo.film)) containing virtually all pertinent industry information for filmmakers and the interested public, e.g. information on production incentives, locations, film festivals, local resources, information on how to get involved in the industry, etc.

**PROVIDE "ONE STOP SHOPPING" TO PRODUCTIONS AND INTERESTED PARTIES. STATUS: ACHIEVED AND ONGOING**

In addition to creating the SFFO website we began the process of streamlining and coordinating City and County administrative procedures relating to film (permitting, special series, etc.). This effort, as well as converting to a mostly on-line permitting system, will continue in FY18. And of course the SFFO serves as the main point of contact for all manner of solicitations and inquiries regarding the industry in the region.

**LIAISE WITH THE COMMUNITY, LOCAL RESIDENTS AND BUSINESSES, AND THE STATE LEGISLATURE. STATUS: ACHIEVED AND ONGOING**

Throughout the year the SFFO engaged in numerous community outreach and coordination activities. For example we worked with local educational institutions like the Santa Fe Community College on special training and production projects. We also gave multiple informational presentations to business and government groups e.g. the Municipal League, NM Bankers Association, the Santa Fe Chamber of Commerce, the Green Chamber of Commerce, the Southside Economic Development Group, the Lodgers Association, etc.

We are working with smaller communities throughout the region to develop a "best practices" document for productions that do work in our outlying communities, and which communities can be disproportionately impacted by these productions.

Lastly, the SFFO worked very closely with the legislature to protect state production incentives during the legislative session. We continue to meet with individual members and interim committees.

**GOALS FOR FY2018:**

**MAINTAIN PRODUCTION LEVELS IN THE REGION; EXPAND CAPACITY**

Maintaining base production levels and providing superior service remain our top priorities. The major choke points here are the amount of available stage space, crew levels and the elephant in the room: the state's \$50mm rolling "cap" on annual incentive payouts which is rapidly developing a backlog of past-due incentive payments that will only increase unless something is done to address it. This is already causing concern in the industry about when a given production can expect to see its incentive rebate -- a concern that will increasingly cause productions to look elsewhere if left unaddressed. We continue to work with the legislature and administration on this critical issue.

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## **CONTINUE TO IMPROVE AND STREAMLINE PERMITTING AND OTHER ADMINISTRATIVE ACTIVITIES**

We are in the process of developing an on-line and streamlined permitting system, including payment options and ideally combining City and County processes on one site. In support of this we have convened a working group comprised of industry professionals who most frequently interface with this process (location managers, line producers and such) to advise on desired features.

We are likewise working to sort out various general administrative “grey zones,” e.g. construction permitting for film sets, an area that currently falls outside of the normal “temporary vs. permanent structure” building codes in both the City and the County.

## **COOPERATE WITH CITY/COUNTY OVERALL ECONOMIC DEVELOPMENT EFFORTS**

Insofar as the film/media industry touches a broad array of the general economy the SFFO will continue to assist general economic development efforts such as:

- IT/Broadband access;
- Affordable Housing;
- “School to Job” programs;
- Transportation infrastructure;
- Maintainable economy;
- Etc.

## **EXPAND OPPORTUNITIES FOR FILM TOURISM AND CULTURAL ACTIVITIES**

As noted we are working to create a mobile “app” for self-guided tours and information on local production sites and visits that locals and tourists alike can use to explore the region’s past and present film activity. We are also working with various entities to explore possibilities around film festivals and other community events.

NOTE: The state estimates that film induced tourism (FIT) accounts for approximately \$500 million of the total annual tourism economy in the state. Insofar as Santa Fe accounts for about 20% of total tourism in the state, that represents another \$100 million in FIT to the local economy attributable to film and related endeavors. That means even *more* receipts to local government in GRT, lodgers taxes, etc. driven by the film economy beyond direct production, and is an effect that lasts well into the future.

## **CONTINUE GENERAL COMMUNITY OUTREACH AND BUSINESS DEVELOPMENT ACTIVITIES**

The SFFO will further engage the educational community, including high schools, re: training programs and industry opportunities. We will similarly continue our engagement with the general business community and related trade organizations.

We are also working with the state Film Office to develop more accurate tracking measures of local production spend and other economic indicators, which should give us an idea of where additional business expansion opportunities may lay.

- END -