

SANTA FE COUNTY
BOARD OF COUNTY COMMISSIONERS
MEETING

August 28, 2018

Anna Hansen, Chair - District 2
Anna Hamilton, Vice Chair - District 4
Ed Moreno - District 5

Robert A. Anaya - District 3 [excused]
Henry Roybal - District 1 [excused]

SFC CLERK RECORDED 09/28/2018

SANTA FE COUNTY

REGULAR MEETING

BOARD OF COUNTY COMMISSIONERS

August 28, 2018

I. A. This regular meeting of the Santa Fe Board of County Commissioners was called to order at approximately 2:10 p.m. by Chair Anna Hansen in the Santa Fe County Commission Chambers, Santa Fe, New Mexico.

B. Roll Call

Roll was called by Deputy County Clerk Vicki Trujillo and indicated the presence of a quorum as follows:

Members Present:

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

Members Excused:

Commissioner Robert A. Anaya
Commissioner Henry Roybal

C. Pledge of Allegiance

D. State Pledge

E. Moment of Reflection

The Pledge of Allegiance was led by John Perez, the State Pledge by Ryan Olivas and the Moment of Reflection by Theresa Roybal of the Clerk's Office

I. F. Approval of Agenda

1. Amendments

2. Tabled or Withdrawn Items

KATHERINE MILLER (County Manager): Madam Chair, on page 1 of the agenda, under item H, recognitions, we have added the recognition of New Mexico EDGE graduates. Then on page 3 of the agenda, under Consent, items II. C. 2, that resolution has been withdrawn, and then item II. C. 5, that budget resolution has been added. Then at the bottom of page 3 under Action Items, Miscellaneous, item III. C. 1, possible action on New Mexico Counties legislative priorities, that item has been added. And then on page 4, under Matters from County Commissioners, item VI. A. 1, a

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proclamation honoring the public service of Pablo and Dorothy Sedillo, that item has been tabled at Commissioner Anaya's request. And then on page 5, item VIII. A. 3, under executive session, Matters from the County Attorney, item 3 has been added.

All of those changes were made, at least the added items, on 8/24 at 2:02 pm.

COMMISSIONER HAMILTON: Madam Chair.

CHAIR HANSEN: Yes.

COMMISSIONER HAMILTON: Move to approve the agenda as amended.

COMMISSIONER MORENO: Second.

The motion passed by unanimous [3-0] voice vote.

I. G. Approval of Minutes

1. Approval of July 31, 2018, Board of County Commission Meeting Minutes

CHAIR HANSEN: Are there any changes to the minutes? I have changes. On page 48 of the minutes, third paragraph down, it says Commissioner Anaya and it should say Chair Hansen. And that's all the changes I have. Can I have a motion to approve with the change?

COMMISSIONER MORENO: I move approval.

COMMISSIONER HAMILTON: Second.

The motion passed by unanimous [3-0] voice vote.

I. H. Recognitions

1. Recognition of Robert Griego, Planning Manager, on Receiving the Citizen Planner Award from Western Planning

CHAIR HANSEN: Congratulations.

PENNY ELLIS-GREEN (Growth Management Director): Thank you, Madam Chair, Commissioners. On August 7th of this year Western Planning recognized Robert Griego with the Citizen Planning Award at the Tribal Planning/Western Planning conference in Fort Hall, Idaho. Western Planning is a professional organization connecting planners practicing throughout the western United States. The award recognizes a professional planner who has distinguished themselves as a champion and a leader of a program that embodies the principles of planning.

The individual demonstrates exceptional skills, problem identification and solving, process development and implementation and outreach and communication. Robert was nominated by a staff member for this award because of his long-standing commitment to the communities of Santa Fe County. In particular he was recognized for his in-depth work with residents and stakeholders in developing community plans. Robert has also been working intensively on supporting local agricultural heritage and future opportunities for agricultural innovation through his long-standing, well established relationships with community members. Robert has been able to build trust and

communication between the public and the County.

Robert has worked with the County Planning Division since November of 2000. He has been involved in all of the 13 community plans and community overlay areas that have been established. This involved long, long hours and many community meetings with each group. He's also been key in establishing the County's zoning map and starting new programs such as the CO and RO programs that inform communities of development proposals. Also agricultural planning and the related TDR program. He provides unending support to all of his staff members, and he's always focused on community involvement and transparency of the community planning process. I'm really proud to have Robert work in my department and I would like to congratulate him on receiving this award.

ROBERT GRIEGO (Planning Manager): Thank you. Madam Chair, Commissioners, good afternoon. Thank you very much for this recognition today of the Western Planner Award. I'm honored and privileged to have had the opportunity to work with residents of Santa Fe County throughout my time here. We've worked with communities to develop community plans and we've also worked with communities to develop their desired future through a process which we've created to create new visions, goals and strategies and work towards solutions to community issues.

This process has allowed me to work with dedicated citizens and again the citizens who come to do the work are the true champions who want to see change in their community, who want to identify the desire to improve their community. These community members spend much time at the community meetings to try to address the issues within their communities.

One of the reasons I came to Santa Fe County in 2000 as a community planner was based on what this community planning program was. I think it was kind of just starting out at that time and this process have evolved over time in my tenure here at Santa Fe County. Through this time I've also been privileged to work with professional staff who are dedicated and have worked to be with communities to achieve successful outcomes on numerous different initiatives and efforts including open space planning and transportation planning and affordable housing. Again, we've worked as a team through much of the process and I am really privileged to have worked with staff to accomplish this.

I also want to thank management and the Board who have helped create the policies to allow us to do this work. Thank you.

CHAIR HANSEN: I will go to my colleagues to see if either of them would like to say something.

COMMISSIONER HAMILTON: So I have to ask; how many states are in the western region?

MR. GRIEGO: I think it's pretty much most of the western states that I counted when I was there. There's 14. Everybody but California western states. Fourteen western states it looks like. But there was many different people that we were able to interact with through the Western Planner conference.

COMMISSIONER HAMILTON: And this may sound like a left-handed compliment. It's not meant like that at all. This is really non-trivial. It's an amazing award. It's not like you got the Santa Fe County award for best planner. It's just a big

area. It's just an amazing achievement. And I'm willing to bet that working in land use and planning, that might be one of the hardest places to give this kind of commitment and positive public service and what not. Like maybe you have to have absolutely zero tendency to ever think of a snarky comment. That really is meant as a positive comment but we think of all our natural tendencies, all the stresses that come with a job like this and to be able to do such an effective job in the face of constant daily challenges and stuff is really remarkable. Penny's proud to have you working for her and we are grateful to have you to work with and to carry out what's so important to the County. Thank you.

MR. GRIEGO: Thank you, Commissioner. And if I could add, respond to one of the things. The Western Planners conference next year it's going to be hosted here in Santa Fe, so we're going to have an opportunity to host the Western Planners conference.

COMMISSIONER HAMILTON: Fantastic.

CHAIR HANSEN: Commissioner Moreno.

COMMISSIONER MORENO: Thank you. I like when you're in a meeting with people, I really like how you make the people feel that you're in their corner, so to speak. And I've seen you in various situations and you really bring a good, welcoming tone and approachability, and I think that's part of why you're getting this award. You're very competent in your work, humble, and I hope you stay with the County for the rest of your career. Congratulations for this award.

MR. GRIEGO: Thank you, Commissioner.

CHAIR HANSEN: Congratulations, Robert. I feel like I've known you a long time. We have worked on many different projects over the years. I also want to recognize that your wife is here, Debra, which I'm glad to see, who works for the City Arts and Culture Department over at the City and I think it's great that you are both public servants that provide a lot of community support, because I know that when I am out in the community and people ask – where – I need to talk to somebody about this or that and I can say, Well, you can you can go talk to Robert Griego. And they go, Oh, okay. And then later they'll go, Oh, Robert was so helpful. Thank you for sending him. But I've known both you and Debra for a long time, working on different projects in the County and in the City and I think it's a well deserved award, probably overdue. You should have probably gotten it a long time ago for all your hard work, and I am grateful to have known you for all this time and I think it's just fantastic.

I also would like to take a photo, if that's okay with you, and I know that the rest of your planning staff is also really happy to work with you. I feel like the Planning Department is a really cohesive department and that's because you're there and you bring all the people together. And I think that's a really important gift that you have, making everybody feel comfortable where they are working. It's an important part of your personality and your management style. And so I want to congratulate you on that also.

MR. GRIEGO: Thank you, Commissioner, and again, I do think staff is an important part. Do you guys want to stand?

CHAIR HANSEN: So with that, we'd like to take a picture and all the staff can come up and take a picture with us.

[Photographs were taken.]

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

MS. MILLER: Madam Chair, Commissioners, just for employees that have been with the County, we give recognition to employees who've been with the County for consecutive five-year increments so once they've hit either their five, ten, fifteen, twenty, twenty-five-year anniversary we just express some appreciation for their long-term commitment to Santa Fe County. In your packet there's a list of individuals who hit those dates this month, the month of August.

In Public Safety, in Fire, Jared Martinez has been with us for five years. Jerome Roybal in Building and Development in Growth Management has been with us for five years. Damian Berry, Health and Human Services, Division of Community Services has been with us for five years. Terry Lease in Public Works Administration has been with us for five years, and David Ruiz Cortazar in Project and Facilities Management in Public Works, and Ricardo Vigil in Corrections/Public Safety have been with us also for five years.

And then three individuals hit their ten-year anniversary and that's Teresa Martinez in Bureau of Elections, Scott Kaseman in Projects and Facilities in Public Works, and also Michael Mestas in the Fire Department.

And then 15 years, we have Valeria Valencia in Animal Control in the Sheriff's Office, and then two individuals that hit their 20-year anniversary in August and that is Donna Morris who is actually in Fire but she's part of Finance in the County Manager's Office but stationed out at Fire, and Anthony Maez in Animal Control in the Sheriff's Office.

So I'd just like to congratulate them for hitting that milestone and thank them for the years of service to Santa Fe County.

CHAIR HANSEN: Thank you, County Manager.

I. 3. Introduction of New Santa Fe County Employees

MS. MILLER: Yes, Madam Chair, Commissioners. We have a few employees that we brought on board in the month of July, and we did a recruitment at Corrections so you'll notice most of them are detention officers or life skills workers but we also had Chris Sanchez join the County Assessor's Office as the Chief Deputy Assessor, and in Land Use, as our Affordable Housing Administrator. And then in Corrections, case manager Aylissa Lujan, detention officer Joseph Kolb, Alex Lonasee, Elijah Lucero, Angelica Mendoza, Jaime Pena, Valentin Pinon Pedregon, and Aaron Trujillo are all new detention officers for Corrections. Then life skills workers at the juvenile are Raquel Chavez and Dominique Rodarte. And then also a maintenance supervisor, Patrick Romero. A maintenance technician in Public Works, Jacob Chavez, and then rounding it out, a clerical assistant in Utilities, Christopher Chappell.

So I'd just like to welcome those new employees to Santa Fe County and hopefully in five years I'll be reading off that they hit a five-year milestone.

CHAIR HANSEN: Thank you. I want to thank all the County employees

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that have years of service and thank you for your service to the County and for being here. And then I want to welcome all the new employees to Santa Fe County. It's a great place to work. Thank you, Pablo, you hired a whole group of people this last month and congratulations because I know how hard it is at Corrections to keep good people. So I'm impressed that you have hired so many good people, we hope, and that will have a long career here at the County.

I. 4. Recognition of New Mexico EDGE Graduates

MS. MILLER: Yes, Madam Chair, and I don't know if any of these individuals are here but if they are, hopefully, they'll just stand up when I call off their name. But I just wanted to let you know we have a great deal of participation in New Mexico State University's EDGE program. The EDGE program is an opportunity for – it used to be called County College but it's actually a program to help educate County or public employees – it's predominantly County people who go, but there's municipal employees, I've seen state employees, extension office, a variety of other public employees who go to these classes, but they have different certifications and I'm going to do my best to say what these certifications are but they're all acronyms on my list, so I probably won't get them quite right.

But in January of 2018 we had six employees, six of which got their certification as a public official, and that is Ivan Berry, Richard Francisco, Dean Kitchens, Brianna Lury. Those four in January got their certified public official and then also in January, Renee Cedillo – I believe this is the Treasurer's certification, but it's NMCTO, and then Kimberly Martinez got the certified public supervisor.

Then in June of 2018, we had four other employees who received a certification: Diolinda Roybal received two as a matter of fact. She got her certified public official and the New Mexico CAPE, which is I believe an ethics certification. And then Gabi Trujillo – this one I don't know, received the NMCPPP. And I'm not sure what the three P's are for. And then Anna Martinez received the CAPE, which is the ethics, and Matthew Montoya received a NMCPAO. So just want to congratulate them.

It takes a lot of classes to get through these certifications. I think the minimum number of classes you take are something like ten to get just one of the certificates but to get through the public official it's something more like 25 classes. Public supervisor is close to 60 classes and public manager is something like 90 classes. So it's a lot of work by these employees and I just wanted to recognize them and congratulate them on their accomplishment.

CHAIR HANSEN: I want to congratulate them all also for graduating from the EDGE class. I have participated and I will be participating again in some EDGE classes and I think it's really worthwhile and great skill building for our employees. So congratulations to all those who have graduated.

II. CONSENT AGENDA

A. Miscellaneous

1. **Approval of County Health Care Assistance Claims in the Amount of \$89,160.18 (Community Services Department/Kyra Ochoa)**
2. **Approval of Amendment No. 3 to the Professional Service Agreement No. 2017-0249-PW/IC Between Santa Fe County and Stantec Consulting Inc. Extending the Term of the Agreement an Additional Year and Increasing the Compensation an Additional \$158,998.00 Inclusive of New Mexico Gross Receipts Tax for a Total Agreement Amount of \$407,998.00, and Granting the County Manager Authorization to Sign the Purchase Order (Purchasing Division/Bill Taylor)**
3. **Approval of Amendment No. 3 to the Professional Service Agreement No. 2017-0028-B Between Santa Fe County and Southwest Fire Defense Extending the Term of the Agreement an Additional Year and Increasing the Compensation an Additional \$80,000.00, exclusive of New Mexico Gross Receipts Tax for a Total Agreement Amount of \$300,000.00, Granting the County Manager Authorization to Sign the Purchase Orders (Purchasing Division/Bill Taylor and Public Works Department/Robert Martinez)**
4. **Approval of Third Supplemental Addendum to Master Agreement and Schedule NM2016-001.01 for Licensed Software, Hardware and Services Between Santa Fe County and TRTA Gov, Inc., Increasing the Compensation an Additional \$113,229.81 for a Total Contract Sum of \$325,564.19, Exclusive of New Mexico Gross Receipts Tax and Granting Signature Authorization to the County Manager to Sign the Purchase Order. (Purchasing Division/Bill Taylor and County Assessor's Office/PJ Griego)**

B. Final Orders

1. **CASE # SCSD 17-5330 Pilot Travel Center, LLC Conceptual Plan Exit 278, LLC/Pilot Travel Centers, LLC, Applicants. James W. Siebert and Associates, Inc., Agent, Requested Approval of a Conceptual Plan to Allow a Phased Development on a 26-Acre Tract. A Minor Subdivision Will be Requested to Create a 10 Acre + Parcel For the Pilot Flying J Travel Center Development. Each Phase Within the Minor Subdivision Will be Subject to Stand-Alone Applications to Be Developed in Conformance with the Approved Conceptual Plan. The First Phase Will Consist of a 10+ Acre Parcel for the Pilot Flying J Travel Center Development and Approval of the Uses For the Pilot Flying J Development Which Will Consist of a 13,600 Square Foot Structure Housing Restaurants, Convenience**

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Store, Restrooms and Other Amenities to Serve as a Travel Center/Truck Stop Type of Facility. The Site is Within the Planned Development District Santa Fe Community College District (CCD), Employment Center (CCD-EC). The Site is Located at the Intersection of NM Highway 14 and I-25 Within T16N, R8E, Section 24, SDA-1 (Commission District 5) Jose E. Larrañaga, Case Manager (Conceptual Plan Approved 4-1 and Truck Stop Use Denied 4-1)

C. Resolutions

- 1. Resolution No. 2018-85, a Resolution Requesting a Budget Increase/Decrease to the Fire Fund (209) to Budget Actual FY2019 Amounts Awarded by the State Fire Marshal for an Increase of +\$62,688/ Decrease of -\$44,332. (Finance Division/Stephanie Schardin Clarke)**
- 2. Resolution No. 2018-____, a Resolution Requesting to Budget Revenue and Expenditures for HIDTA Award #G17SN0011A NC-Region III Drug Task Force in the Additional Amount of \$7,389 (Fund 246). (Finance Division/Stephanie Schardin Clarke) ITEM WITHDRAWN**
- 3. Resolution No. 2018-86, a Resolution Requesting to Budget Revenue and Expenditures for New Mexico True Cooperative Marketing Award No. 19-418-3002-M26 in the Additional Amount of \$6,000 (Fund 215) (Finance Division/Stephanie Schardin Clarke)**
- 4. Resolution No. 2018-87, a Resolution Designating the Portion of Henry Lynch Road Located Within Commission District 2, Outside the Incorporated City of Santa Fe, A County-Maintained Road. (Public Works Department/Robert Martinez)**
- 5. Resolution No. 2018-88, a Resolution Requesting to Budget Revenue and Expenditures for HIDTA Award #G18SN0011A Region III Drug Task Force in the Additional Amount of \$8,144 (Fund 246) (Finance Division/Stephanie Schardin Clarke) [Exhibit 1: Staff Report]**

CHAIR HANSEN: I'd like to know if there's anything anyone would like to pull off of the Consent Agenda for further discussion. Or can I have a motion to approve?

COMMISSIONER MORENO: I would move to approve.

CHAIR HANSEN: I have a motion from Commissioner Moreno.

COMMISSIONER HAMILTON: Second.

CHAIR HANSEN: And a second from Commissioner Hamilton. I'd like just to make a comment. I want to thank Bruce and Land Use for the work on the Flying J order. It is really well written. It is very detailed and I really appreciate all the hard work that went into that and I want to thank you for that and thank staff also for all their work

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on that.

BRUCE FREDERICK (County Attorney): Thank you, Madam Chair.
CHAIR HANSEN: You're welcome.

The motion passed by unanimous [3-0] voice vote.

[The Deputy Clerk provided the resolution numbers throughout the meeting.]

III. ACTION ITEMS

B. Resolutions

1. **Resolution No. 2018-89, a Resolution Adopted in Compliance with Section 3-18-5 NMSA 1978, Declaring the Property Located at 21 Fin del Sendero a Menace to the Public Comfort, Health, Peace or Safety, Confirming that Santa Fe County Removed Dangerous Debris from 21 Fin del Sendero, and Requesting that the County Manager Have This Resolution Served on the Property Owner and Thereafter File a Lien Against the Property in the Amount of the Cost of the Remediation**

TONY FLORES (Deputy County Manager): Thank you, Madam Chair. Good afternoon, Commissioners. We have a resolution that we're proposing before you today, as the Chair indicated, declaring the property at 21 Fin del Sendero a menace. The memo that's included in the packet outlines what the property condition was when the County Manager's Office assisted in this in May of last year. We received a RAIDA grant. The Board was briefed on this on at least three different occasions and under the RAIDA grant from New Mexico Environment Department they are able to make grants to local entities for such work.

We received that grant. The County would have to pay for the cost of the remediation or the abatement of the tires and then seek reimbursement. The County requested, as required in the grant agreement, the procurement methodology approval, we had to submit a letter to the New Mexico Environment Department on how the County was going to procure the services. Much to the contrary of what's been stated this was not a sole source procurement. Under the state pricing agreements we were able to find a contractor, a list of contractors that could provide these services that had already been vetted through the state. That letter was sent off to the Environment Department on behalf of the certified purchasing officer and myself and they approved the utilization of a state price agreement. So there wasn't a sole source on this project.

As such, we contacted various vendors, as has been stated. One vendor showed up for the pre-proposal along with the property owner. We entered into a direct services purchase order with GM emulsion and they removed over 9,300 tires from the site at a cost of \$134,709.70. The remaining \$200 is reverted, basically if we don't use those funds when we submit the final reimbursement to NMED, they issue the reimbursement to us and the rest of that balance goes back into the pot.

So under the requirement of the act and our assurances on the grant agreement

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this resolution is required. And with that I'll stand for questions.

CHAIR HANSEN: Any questions from the Board?

COMMISSIONER HAMILTON: No, Madam Chair. I'd move to approve.

COMMISSIONER MORENO: Second.

CHAIR HANSEN: Discussion? Would you like to say a few words?

Please come to the microphone and state your name.

JAIMA CHEVALIER: Thank you, Madam Chair and Commissioners. I'm the affected landowner, Jaima Chevalier, and I don't want to take your time today. I know you have your wisdom and expertise that you can exert on this issue. I would just ask that some analysis be made of the 1,700 hours of time. It must be some sort of miscalculation. 1,700 hours at \$95 an hour appears to be a mistake in the contract and I would ask that you consider that in your analysis. Thank you very much.

CHAIR HANSEN: Okay. Thank you.

The motion passed by unanimous [3-0] voice vote.

III. B. 2. Resolution No. 2018-90, a Resolution Increasing and Decreasing Various Capital Project Budgets from Various Funding Sources [Exhibit 2: Staff Report]

STEPHANIE SCHARDIN CLARKE (Finance Director): Good afternoon, members of the Commission, Madam Chair. The first resolution I'm presenting to you today is kind of a cleanup related to capital projects. Routinely there is work between Finance and the Projects Division to true up project balances, to close projects when there is a balance left over and then reassign that funding elsewhere. And so before you today is the BCC portion of the capital cleanup that has been identified for right now. It's a \$1.3 million BAR to move balances that were otherwise unused to six different capital projects that are listed on the first page of my memo. Public Works utilities improvements, Rancho Viejo water improvements, northeast, southeast connector, County Road 72-A, Eldorado trail improvements and northern New Mexico solid waste project.

There is a separate internal BAR that is being routed at the staff level for \$454,000 that accompanies this but does not come before the BCC. And all of the funding that is being allocated for the most part is general obligation bond proceeds, but there is also a portion that comes from the utilities fund. And with that I'll stand for any questions.

CHAIR HANSEN: Any questions from the Board? Commissioner Hamilton.

COMMISSIONER HAMILTON: So Stephanie, were any of these outside of what you would have expected or otherwise noteworthy from normal course of business?

MS. CLARKE: Madam Chair and Commissioner Hamilton, not in my sense as the Finance Director, but the question could be referred to Projects staff if not to be, but not to my knowledge.

MS. MILLER: Madam Chair, Commissioner, one thing to point out is that

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for instance, a portion of this is going to the northeast-southeast connector roadway, 464. If you recall, we had originally worked with the state on this and then the state is no longer contributing to that project. So one of the things we needed to do was find the additional funds to move forward with that project. And then also the Eldorado Cañoncito, as you know, that's been one that we've been working on for years and the first bond issue, I believe, was even a 2008. So a lot of this we're bringing in funds that we earn in interest on bonds that aren't initially budgeted because the interest earnings come as we have that cash in the bank.

So a lot of this is also cleanup of using up older general obligation bond revenues where we just have a little bit of money left and we just want to close off those bonds, so we're moving those to the projects that we still needed to finish funding in order to go out for the construction contracts.

COMMISSIONER HAMILTON: That's great. That's helpful. Thank you so much.

CHAIR HANSEN: Any other questions?

COMMISSIONER HAMILTON: I've move to approve.

COMMISSIONER MORENO: Second.

CHAIR HANSEN: I have a motion by Commissioner Hamilton and second by Commissioner Moreno.

The motion passed by unanimous [3-0] voice vote.

III. B. 3. Resolution No. 2018-91, a Resolution Realigning Community Services Department Budget to Correct Fund Allocations
[Exhibit 3: Staff Report]

MS. CLARKE: Thank you, Madam Chair, members of the Commission. The second BAR that I'm presenting to you, as you mentioned, is realigning Community Services Department budget and also budgeting an increase of \$150,000 to the detox program's fund to budget revenue that was recently received from the City of Santa Fe for the detox program. To basically tell a long story short, the realignment portion of this is once the budget dust settled on the approved FY 19 budget we basically realized there had been a transposition error between funds 223 and 232. And so this BAR is fixing that. There hasn't been a programmatic impact on having this go until now but we wanted to fix that in our system. And with that, I would stand for questions.

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

COMMISSIONER HAMILTON: Move to approve.

COMMISSIONER MORENO: Second.

The motion passed by unanimous [3-0] voice vote.

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III. C. Miscellaneous

**1. Presentation and Possible Action on the New Mexico Counties
2019 Legislative Priorities [Exhibit 4: Supplementary Material]**

MR. FLORES: Thank you, Madam Chair. I left for you on the dais this form which the New Mexico Counties threw out. They threw us a little bit of a curve ball. Usually they come in and they give us their priorities and we act on resolutions, individually or collectively at the discretion of the Commission. But late last week, in time to put it on the amended agenda, they asked that we have the Board of County Commission of all 33 counties briefed on the legislative priorities, and since many of you sit on those boards, as does Manager Miller, they combined them into a single spreadsheet or single worksheet and have asked that each of the counties review them, sign them and return them, which created a little bit of dilemma for Manager Miller and myself because that's not our normal practice.

So the thought is if the Board wants to sign on to the piece of priorities, which deals with the House Bill 2 appropriations which restores the detention reimbursement fund and prisoner transport and EMS funding, those have been on the agenda for the Association for quite a few years. Tax reform – it's a very general statement supporting the priority for tax reform. The fire protection fund, I think this will be our second or third year that we are trying as counties and local governments to remove the State Fire Marshal's – I guess it's remove it from the right place and put it in a place that makes more sense for the County. You know the problem that created a year or two ago.

Also, a general statement on behavioral health and of course a general statement on the Forfeiture Act.

So the thought is, these are the priorities that New Mexico Counties, as it's known now, has put forth. These are standard priorities that we've looked at every year on individual resolutions. If the Board signs onto this as the Chair and submits this to the Association of Counties, we will use this as the foundation for setting the Board of County Commission of Santa Fe County's priorities in October. So I think in its face value this is okay for the Board to consider because these are standard, what they've been asking for for many years.

So it's a little different process that they instituted or requested from us this year but we can make it work. So with that, I've confused myself and I'll stand for questions.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: Two things. One small question. So where are we advocating we put the Fire Marshal's Office and Fire Protection? In its own group? I mean it's great to pull it out of the PRC but –

MS. MILLER: That was actually the debate, and why that doesn't actually say. So the Fire Affiliate, Madam Chair, Commissioner, they wanted to have it as a standalone entity. However, the Association did not feel that one, if they tried that it would probably go down in flames because the legislature is not really inclined to create additional agencies. There's already too many that aren't tied to a bigger agency. So they stopped short on this priority on saying specifically where. Most of the dialogue was maybe to put it with the Office of Insurance, because fire fund fees come off of insurance

premiums, so they thought maybe the superintendent of insurance and the Fire Marshal and the fire fund had some logic together, but nobody was particularly thrilled about that either.

So I don't know where it will end up if it does get pulled out of PRC but that was the debate, stopping short on the priority of saying that it would be a standalone agency because they didn't think that that would make it. For what it's worth.

COMMISSIONER HAMILTON: Well, that's helpful, but it sounds like it's not too late for the County to have a little internal meeting to see where we'd like – including the Fire – it might offer some inputs as to a logical place.

MS. MILLER: Madam Chair, Commissioner Hamilton, I think that it's worth a discussion. I know that all of the members of the Fire Affiliate were very adamant that they wanted to be in a standalone. But essentially what came out of that request, they brought that forward to the overall board, and the overall board basically said that – and there's some individuals that are in some of the committees that are in the legislature. And they said if you try to do it as a standalone entity it will not go anywhere. So they kind of put it back to the Fire Affiliate to go back and find an agency that they felt would be appropriately placed.

So the board moved forward with it as a priority, but they did kind of tell the affiliate, go back and work on legislation that would have it tied to an agency.

COMMISSIONER HAMILTON: Thanks. And then second, I assume we can support, or not, these initiatives, but these don't represent the only things Santa Fe County will be interested in.

MR. FLORES: Correct, Madam Chair, Commissioner Hamilton. That's what I indicated. These are the New Mexico Counties' priorities and we will use this as a foundation when we bring back Santa Fe County's legislative priorities in October and November. The Chair and I were having a discussion during the lunch hour about capital outlay. So this would be the foundation for that document and then the County would have the ability to direct staff in its list of priorities for the upcoming session.

COMMISSIONER HAMILTON: Great. Thank you.

CHAIR HANSEN: Can I have a motion to approve.

MR. FLORES: Madam Chair, I did caption it as possible action. So yes, we'd like a motion.

COMMISSIONER MORENO: I so move, to support the legislative priorities for the New Mexico Counties.

COMMISSIONER HAMILTON: I would second.

The motion passed by unanimous [3-0] voice vote.

IV. MATTERS OF PUBLIC CONCERN

CHAIR HANSEN: Is there anybody here from the public who would like to speak? Seeing none, Matters of Public Concern is closed.

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V. MATTERS FROM THE COUNTY MANAGER

A. Miscellaneous Updates

1. Update and Discussion on the Proposed Adoption of the 2015 International Fire Code and the 2015 Wildland-Urban Interface Code

JAOME BLAY (Fire Marshal): Madam Chair, Commissioners, back in February 2018 the Santa Fe County Fire Department presented an overview of the proposed adoption of the 2015 International Fire Code and the 2015 International Wildland-urban Interface Code. Following that brief overview, the Commission requested a detailed follow-up presentation to include feedback received from other counties. The goal of today's presentation is to ensure that the Commission is provided with additional information and clarity on the proposed adoptions.

This presentation is for informational purposes and to garner any questions and/or comments that we will address at the next update presentation. In front of you you have a power point presentation and with your permission I'd like to share that.

As an overview, we include the proposed adoption timeframe, the feedback from fire code officials across New Mexico, where we are right now, the Fire Department vision, and other items included.

So the proposed adoption, that's the summary of the dates that we will be proposing for adoption, publish title and general summary in October, a couple of public hearings in November and December, and potentially an adoption in January.

This is the counties' feedback. Our Fire Prevention Division is a member of the State Fire Marshal's Division Committee and partake in their proposed adoption of the 2015 International Fire Code. The State Fire Marshal's Office is currently working on adopting the 2015 International Fire Code. Currently the State Building Department, or CID, they have already adopted the 2015 International Building Code. So we in Fire Prevention have been participating in monthly closed meetings with the State Fire Marshal's Office and PRC in working towards a common fire code across the state. So the above committee includes New Mexico State, counties, cities and local jurisdictions and members include fire chiefs, fire marshals, fire inspectors and members of the PRC also. All jurisdictions across New Mexico have adopted the IFC since 2007, and currently the State of New Mexico is under the 2003 IFC, International Fire Code, while most jurisdictions are under the 2009 and 2015 fire code. The goal is to bring, as I said before, all New Mexico jurisdictions under the 2015 International Fire Code by 2019.

So this is where we are right now. We are the last New Mexico county still using the 1997 Uniform Fire Code, and that 1997 Uniform Fire Code was last released in 1997 and superseded by the subsequent releases of the International Fire Code. That 1997 Uniform Fire Code is no longer published. It was last published in 1997. The International Building Code is in use or adopted in 50 states including New Mexico. The International Fire Code is used or adopted in 41 states including New Mexico. So some of the improvements needed in the following areas are going to be detailed next. They include classification of occupancy uses that match the State Building Code, flexibility to modify road dimensions to meet SLDC intent while maintaining fire and life safety,

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accurate designation of wildland-urban interface areas, ISO rating improvement, consistent and comprehensive fire protection water supply requirements, new annual fire inspection program for the protection of life and property from fire, and fire protection systems and equipment requirements that match the State Building Code.

So this is the Fire Department vision. We want to have consistent regulation that promotes compatibility and uniformity between the Building, Fire, SLDC and wildland-urban Interface Code; adoption of a new fire code that affords more flexibility in meeting the needs of our jurisdictions water supply and emergency road access; improved ISO rating based on adoption of a newer code; accurate wildland-urban fire risk areas and modern defensible space tools for residential protection; and nationally recognized education and certification programs for our fire protection specialists.

These are other items that will be part of the proposed ordinance: fire plans review, fire inspection program and fees, emergency access roads, fire protection systems, and fire protection water supply.

So, fire plans review ensures submitted documents conform to the provisions of the fire code, relevant laws, ordinances, rules and regulations. At this time Santa Fe County Fire Department reviews the following: fire protection systems, conceptual plans, site development plans, subdivisions, subdivision exemptions, plats, special events and films, and permits.

This is the detailed fire plans review fees: fire protection systems, conceptual plans, site development, special events – keep in mind most of these fees have been reduced. They are existing currently. We have reduced them to match – not to make a profit but to justify the cost of a fire inspector going into the field and conducting these fees. And this is based on a calculation provided by the Finance Department which adds a 0.8 percent to the hourly rate of the fire inspector. And again, this is just to account for their total cost to the County which includes FICA, PERA and retiree healthcare.

Fire inspection program: The goal of the fire inspection program is to help reduce the number of deaths, injuries, and the amount of property loss from fire, thus enhancing public health, safety and welfare. New fire inspection program: Currently Santa Fe County does not have a fire inspection program and with this ordinance we would like to implement a new fire inspection program. Annual fire inspections are conducted on buildings with potential high loss of life. They're not conducted on every single building across the county, just on buildings with high potential for high loss of life. For example, hotels, nightclubs, theaters, large restaurants, assisted living facilities, large mercantile occupancies, etc. We currently have an existing operational permit fire inspection program and that will continue. Again, as I said, with a reduced fee schedule. And those are, for example, those are conducted on high fire hazard occupancies, for example, hot work operations, spray painting operations like paint shops, fireworks displays, pyrotechnics during shows, hazardous materials storage, use and/or dispensing.

These are the detailed fire inspection fees. The only new fire inspections you're going to see here are the ones for the new fire inspection program, which obviously includes the initial business registration fire inspection, and then after that an annual fire inspection, but only on those buildings that are deemed hazardous.

Emergency access roads: new fire and wildland-urban interface codes provide the necessary flexibility to accommodate emergency Fire Department access roads,

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especially in extreme wildland-urban interface areas in suburban and rural settings. So the new fire code affords flexible road dimensions modification and is SLDC compliant.

Fire protection systems: they parallel the State of New Mexico Building Code's fire protection systems and equipment requirements and installation based on occupancy use, type of construction and fire protection water supply. So these conform with the New Mexico State Building Code.

Fire protection water supply: proposed fire protection water supply requirements provide a flexible, comprehensive approach to developers, homeowner and County staff. Alternative water supplies, wildland-urban interface, fire hazard area location, Fire Department emergency access, building construction materials and a vegetation management plan help determine the adequacy of a water supply for the protection of life and property. One thing I'd like to share with you is that the minimum water supply for firefighting operations for the first 1- to 15 minutes is vital for occupants' and first responders' life safety during a search and rescue operation. And also, our community's ISO ratings will improve dramatically based on fire protection water supply serving both one- and two-family dwellings and well as commercial buildings.

And in summary, the adoption of newer fire and wildland-urban interface codes would certify compatibility and uniformity amount state building, Santa Fe County Sustainable Land Development, fire and wildland-urban interface coded. This vanguard action would accommodate our community's vastly diverse Fire Department emergency access roads and fire protection water supply needs and requirements. Finally, newer codes, as well as implementation of a new fire inspection program would help improve ISO ratings throughout Santa Fe County. With that I'll stand for questions or comments.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: Thanks. That was great. I really appreciate it, Jaome. I have lots of little questions that are kind of along a similar vein, but the overarching question is how – it obviously makes sense to adopt newer codes and being more flexible, more compatible with what we're doing all makes sense, and improving the ISO. But are there things – there are several things, like about roads and a few others that I've made notes on. The question is how different are these from what we do now?

FIRE MARSHAL BLAY: Madam Chair, Commissioner Hamilton, this new code would afford more flexibility in accommodating modifications to road dimensions. The past code basically says the road needs to be 20 feet wide, whereas this new fire code gives the fire official authority to modify some of these road dimensions to comply with the SLDC.

COMMISSIONER HAMILTON: Okay. So that makes sense. It would become more consistent and allow what we're essentially already doing or attempting to do. So what we would be doing is getting rid of a conflict between what the old code says and what we're doing or moving towards.

FIRE MARSHAL BLAY: Correct.

COMMISSIONER HAMILTON: So for the inspection program, we don't currently have this full inspection program? It doesn't look to me though that these fees would cover the cost of the inspection program, and I assume that's not really the intent.

FIRE MARSHAL BLAY: Madam Chair, Commissioner Hamilton, that is

not the intent. The intent is not to make a profit. The intent is to make the county safer, and the only way to make it safer is by conducting these fire inspections –

COMMISSIONER HAMILTON: I'm not questioning the need for inspections, and I'm not talking about making a profit. I'm talking about covering the cost of the inspection program. Like, I'm assuming we don't have inspectors on board now. We don't have staff that actually cover these positions. So if we're going towards an expanded inspection program, that would involve additional personnel, have we budgeted for that?

FIRE MARSHAL BLAY: Madam Chair, Commissioner Hamilton, we do have the current personnel already?

COMMISSIONER HAMILTON: We do?

FIRE MARSHAL BLAY: Yes. So we wouldn't incur any additional cost to the Fire Prevention or to the County.

COMMISSIONER HAMILTON: Okay.

FIRE MARSHAL BLAY: Yes. We already have them set up to conduct these fire inspections. All we need is the okay to conduct them.

COMMISSIONER HAMILTON: And that's the same with the wildland-urban interface risk areas? It's something we already have personnel? I mean we know we have people knowledgeable in that. I'm just looking for what the difference is between what we actually do and what we were trying to move toward.

FIRE MARSHAL BLAY: Madam Chair, Commissioner Hamilton, currently – the current wildland-urban interface map areas is not – it hasn't been updated in more than 20 years. So currently the GIS Department is working on an updated wildland-urban interface area map, and with that new map, basically we just need the GIS Department to provide us with that map and we need fire inspectors to go and determine that. The GIS Department is providing that map based on national standards.

COMMISSIONER HAMILTON: Well, two comments about that. It's fabulous to hear you're doing that. I think it's incredibly needed. That's a wonderful thing, and I think it would be interesting to maybe present some of those results in a short presentation to the Board, just for informational purposes. I think that's all my questions at the moment.

CHAIR HANSEN: Chief Sperling, welcome.

DAVE SPERLING (Fire Chief): Thank you, Madam Chair and Commissioner Hamilton. I did want to just touch on one of the answers the Fire Marshal made in regard to staffing. So we did add late last fiscal year an additional fire prevention officer with the intention of trying to get a more robust fire prevention program initiated. And as you know, this fiscal year we have added or will be adding additional wildland full-time positions. So again, the idea is not solely to be prepared for fire suppression activities, which is critical, but also to take a more vigorous stance and role in prevention activities.

COMMISSIONER HAMILTON: So this really does integrate and align with those kinds of personnel things that we've been moving toward.

CHIEF SPERLING: Yes.

COMMISSIONER HAMILTON: Fabulous. Thank you.

CHAIR HANSEN: Commissioner Moreno.

COMMISSIONER MORENO: Thank you, Madam Chair. Do you have a transition plan? How you're going to go from here to there in terms of time and money expended to bring this up to where we need to be?

FIRE MARSHAL BLAY: Madam Chair, Commissioner Moreno, I was going to go back to that. As a matter of fact, if you go to the second page 4, or page 3 of your power point, I'll start with the adoption time frame. So October 23rd, that's when we publish title. The potential adoption would happen in January. As far as incurring costs, we are already prepared and staffed to move forward with this adoption.

COMMISSIONER MORENO: Thank you.

CHAIR HANSEN: Any other questions from the Board? One, I think it's an excellent idea for us to move forward with this and I'm looking forward to you publishing title and general summary. Thank you very much for the presentation because I think it's important that we're up to speed with everyone else. So thank you.

V. A. 2. Presentation on Santa Fe County's Accountable Health Community

CHAIR HANSEN: Welcome, Kyra.

KYRA OCHOA (Community Services): Thank you. Thank you, Madam Chair, Commissioners. I'm happy to be here to tell you a little bit about what we've been able to accomplish with the Accountable Health Community, especially in the last year, which has been our first year of direct service. I want to thank Elizabeth Peterson, the project manager, who's here who helped prepare this presentation.

So the vision for this project was really that by 2020, which would be after the three years, all of the residents of Santa Fe County, regardless of their income would have access to high quality healthcare and be linked to resources they need for health and well being. Increasing those resources we understand to be the social determinants of health, which are often housing, transportation, utilities and childcare, education. Those things that without them, people are often costing the healthcare system quite a lot of money and they're not doing well in terms of their health outcomes.

So this part of a national model that came out of the Center for Medicare and Medicaid. They released funding in many communities around the nation. We see that funding mostly larger communities. We went ahead and forged our own Accountable Health Community, modeling ourselves as much as possible on that national model and then also there are other local initiatives around the country as well.

Albuquerque's Accountable Health Community was granted to the Presbyterian Healthcare System, and we've been working in coordination with them whenever possible. Our model is very local and New Mexican though, I think. Whereas their model involves screening on a large scale at EDs and other hospital entities, ours is really coming more from a ground up. We started with the partners that we already have in the Healthcare Assistance program, La Familia, First Choice in Edgewood, Pecos Family Medical Center, and then the shelters, the community service organizations, where we wanted to support those existing relationships. We also wanted to support the relationships between what people were calling navigators who help people through the system, and the people they're helping. That relationship between the people who help

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the people and the people is really the key to this model here.

We wanted to be resource smart. We recognize that this is an aim to save the system money and we're looking at tracking and I'll show you some exciting preliminary data on that. We want to be connected. We want those navigators at different agencies to be connected, and we wanted to really come from the ground up and to how we need to shape it. And we see Santa Fe County as potentially the hub for this work for understanding how supporting these things can impact people's lives and health.

These are our existing partners right now. We have the shelters in town, we have the Life Link. We began with PMS's mobile crisis response team. The detention center is an internal partner and the re-entry team comes to our navigation meetings which we hold monthly. The clinics as I mentioned. The Housing Authority and Director Montoya and his staff have been extremely important. Santa Fe County Senior Services – we have a senior navigator this year who's joining the network and two programs within the Santa Fe Public Schools – Adelante, that serves homeless families or families at risk for homelessness, the teen parent program. Las Cumbres Community Services and United Way that serves at-risk pregnant women, and then the Mobile Integrated Health Office, the MIHO office of the Santa Fe City Fire Department. And with this network we find navigators and navigation and we ask them to serve people in a similar manner and to communicate among each other as well.

The goals of the project are really that together we can collectively identify problems and create solutions to those problems. Everyone talks about the broken system. Well, what do we do to fix it? Navigators are linking the residents within a cohesive provider network. So they're talking to each other about how to serve their clients, especially when they have clients in common, and really, they're working to make social, economic and physical environmental resources available to all residents. Finally, we're really looking to have our information systems be coordinated, so people aren't off doing their own thing in their own way, but they're using one screening tool, together, which is the national model screening tool that all other entities are using throughout the country as well as Albuquerque, and those ask questions about people's housing needs, people's transportation needs, people's food, utilities and personal safety needs.

And when those needs are identified, as well as how many times they've been in the emergency department in the last year, as well as how many times they've been in jail, because we recognize that it's not only the healthcare system that we'd like to save costs in, but for us as a County, the Corrections system as well. How do we put it all together to really reduce the costs overall and improve people's health.

So in year one, it was really a planning year. We hired a project manager. We conducted and finished a gap analysis with Hyde and Associates. As you know, the gap analysis identified housing as a huge need in the community, as well as the services for seniors and the rise in senior population, as well the behavioral health needs that are being addressed through the behavioral health strategic plan and crisis center planning.

We also formed our advisory committee and we convene quarterly. Those members were mainly made up of the provider community as well as some community members. We released a notice of funding availability for navigation, which is another

way to say case management, but really around getting people through a system around these particular needs, these particular social determinants of health. And then we awarded seven contracts to partners in the community.

This year we did a lot – we think we did a lot – we converted all of the claims-based care, not all of it because we still approve claims every month, but much of what we had done in the indigent fund previously was to pay people's hospital bills and then when that changed we started paying their clinic costs. But this year, in year two, we converted all of those contracts with La Familia, First Choice in Edgewood and Pecos, into value-based contracts where we still continue to cover uncompensated care but we add this value of navigation for some people who are high needs, and it's a way to keep more accountability on those contracts and what's happening for the people being served.

Social determinants of health screening, as I said, has been implemented network-wide, and this is kind of an any door screening, so wherever somebody goes, if they go to a shelter, if they're in a clinic, they may get that screening. And then we hired an evaluation team, which is PIRE, which has also evaluated the DWI program, and they're getting going on an evaluation plan for us. We began our provider alignment activities, which is really the advisory committee, the navigation meetings, and those navigation meetings – we just came from one this morning – there were over 30 navigators getting together monthly to talk about what they're seeing, all the people they're serving, problem solve, come up with best practices. And that's been a very powerful aspect of the project.

The stakeholders are really meeting on a regular basis. We were granted a healthcare exemptions to contract with these partners which has been very valuable because if you look at the language of the healthcare exemption, which allows us not to go out on bid every four years or so, but to say these shelters, for example, are always going to be serving homeless people in our community. These community service organizations have been here, struggling for a long time to provide services. These clinics we know are going to be our partners. We are a network and this is how we contract. It's been a powerful way to move the project forward and hopefully as we may be able to grow funds from outside sources we can add partners under that. The healthcare exemption reads like the triple aim that I mentioned where basically we are forming a network for the purpose of improving quality of care access and cost savings to the system.

We have identified a software vendor that we'd like to partner with also under the healthcare exemption so we're excited about adding that element in the third year. Right now we've been collecting all this data on Excel spreadsheets and we're hopefully going to be able to streamline that process and again strengthen our position as a hub.

The navigation contracts were renewed and in year two we served 1080 indigent Santa Fe County residents in the network. That's with uncompensated care and navigation. For navigation alone, 639 people received services and initial results are exciting. Keep in mind this is self-report and we don't have an evaluation team on hand yet, but we're seeing, in terms of emergency department use a 71 percent reduction among the people served, how many times this group was using the ED in the year before they started receiving navigation services versus the year that they did receive

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navigation services. And then in terms of jail use, which is a strange way to put it, but – and this is just how many times they were in jail. We're seeing a 69 percent reduction in jail use among this group. And that's, as I say, it's self-reported so those numbers may change. In other words, when a navigator gets with her client or his client, they say How many times were you in the emergency room last year and how many times were you in jail? So it's not hard science but it's exciting initial data.

And this is just to give you a portrait of the kinds of social determinants of health that first of all, were identified for these 639 individuals and the percentage of where that falls. Housing is a huge need, but so is food. So is transportation. The need for personal safety and utilities. There were other needs identified of course. Childcare was a huge need for the population with children. Education needs. But that gives you kind of a portrait.

And then this is what some of the – this is the social determinants that were addressed by the navigators. Addressed is a big word. It could mean a lot of things, whether it's getting a referral or getting an application into housing doesn't necessarily mean somebody was housed, of course. And once we have our software system we'll be able to really track more carefully what that "addressed" means. But we did see that for 340 people, 186 needs were addressed, primarily in the area of housing and food, and then transportation, personal safety and utilities.

We did an annual report in which we asked providers to tell us what it was like to be part of this network, because we're contracting differently with these entities in a way that, as we say, we want to be ground-up. We want their input and what they know will work for their clients. And what we heard back was very promising. People like being part of the network, not only the navigators but the entities themselves. Navigation crosses all of our programs so it seems like a connecting thread. ED and jail use were positively impacted. Housing continues to be an imminent need.

The Accountable Health Community has allowed the program to expand and deepen services. People liked not being on a time increment with their clients. We do it now on a per person-per year basis, so that gives them more flexibility in terms of responding, where some of their other funders might require them to track minutes spent with people. The Accountable Health Community also promotes better communication and coordination between agencies which been a huge goal of the project as well.

So what are we going into in this third year of the three-year plan? We're looking at again, purchasing the software. We have a fund development RFP in the works where we hope to get somebody on that can help us think about how to grow and sustain the network. We're confident that we can substantially sustain the network but there are other entities we'd like to partner with. We're up to serving probably in 2019 about 2,000 people but that nowhere comes close to the number of people we believe in the county could be served by such a project.

We're engaging in a story project, which is to collect people's experience of working with the navigators and what that's done for them and focusing on more community engagement. We want to add new clinic and community service agencies partners as possible, and we're looking at funding Zero Suicide prevention, which when you position yourself as a hub for health and behavioral health work in the county, you're in a better position to ask hospitals and clinics to do some training around suicide

prevention and how we do this together as a community.

We also need to explore dental solutions. We know that that's an ongoing need, especially among lower income people, and we're looking at various ways to address that. And then we continue to want to formalize partnerships with the City of Santa Fe, which also through their Community Services funding and Youth and Family Services funding works with many of the same agencies that we work with and we work with them in a similar way, with similar contracts, using a similar screening tool. There's some promising developments in that regard. And then of course the hospitals are a key partner in that as well.

And then that concludes my presentation. I will stand for questions.

CHAIR HANSEN: Commissioners, Commissioner Hamilton.

COMMISSIONER HAMILTON: I have a comment and a question. So your initial results, that's pretty amazing data. That might be the first time in a while I've seen numbers like this. We've talked about this with you guys from the Corrections point of view and how those things are integrated and this is data that actually addresses what you've gained, that illustrates the economic benefits of doing it. The program benefits. So it's the social, ethical benefits as well as economics. So that's really amazing.

MS. OCHOA: Madam Chair, Commissioner Hamilton, we are cautiously excited by the data. Again, it's data we hope to have harder numbers on soon. But it is pretty amazing. Our jaws dropped when we saw it to be honest. We knew this stuff works. We know that the old – it's old stuff. It's old stuff. It's people taking care of people, and then you support the people who take care of the people. It works. It's always worked in New Mexico. But isn't it nice to have numbers that show potentially a way to analyze the cost benefit. If you think about – is it \$85 a day in jail? Director Sedillo gave me that number earlier. Or a minimum of \$150 when you visit the emergency department. And if we break down the cost of these services, the initial analysis. This is the back of the napkin analysis, but I would say it's about \$600 per person per year for very high needs people. It's a promising comparison for sure.

COMMISSIONER HAMILTON: Sure is. And my question had to do with like when you were presenting on page 3, the Accountable Health Community goals, and then two slides later – the next couple of slides had to do with what's been done in years one and two, and like in year two it got down to the software vendor identified. One of the things that I thought was notable and I had a question on in the goals was the information systems coordinated across. So in a way, part of why that jumped out at me is that's kind of a big ask.

I remember being at – at least one of the meetings when you were doing the gaps analysis and talked about this, a little bit of the goal of not losing information as you move from one place to another place, because everybody could be – I work out in the big wide world in industry. What's the chance of getting everybody on the same system? It just seems like – you can make lots of cynical comments but it seems like a big ask to get there and then I see the vendors – are we getting close to some of these things?

MS. OCHOA: Madam Chair, Commissioner Hamilton, yes, we are getting close. First of all, all of our contracts require that our partners use the IT system. So they've already signed on to doing so. We have a software vendor identified, which we

feel very confident can deliver what we need. And we really just need a ruling on the exemption to make sure that we're properly procuring that software. It's really kind of a one of a kind for what we're developing. This is a fairly innovative model in that there aren't that many counties out there that are positioning themselves as a hub. Hospital systems are. Non-profit entities are. For a county to do this is a little different. And so we do definitely need the software system to pull people together. But people, the navigators will use the system. The vendors, the partners who we've already contracted with and other who we haven't yet contracted with have expressed a lot of interest in the tool.

Change is always challenging but I think there's a lot of good will in the community around the project and so as long as we can go ahead with the contract with this vendor I think within this next year, next presentation we can have actual data that comes out of that software system and that will be quite exciting because there's a lot of capability to really drill down. Who are we serving? What's the age group? What's the zip code? All of that stuff that data people get excited about we can do.

COMMISSIONER HAMILTON: I'm impressed. I'm excited. It looks like, frankly amazing progress in ways that will really help make the system efficient and achieve your goals, which is excellent. Do you see any giant – or even small but distinct roadblocks to some of these goals. As you're making all the progress in these last two years that were summarized. That's a lot. Are there problems that are like the most –

MS. OCHOA: Madam Chair, Commissioner Hamilton, I think – I've been amazed at how well this has gone. I shouldn't admit it. There's such – this is a wonderful community, full of people who want to help others with agencies that have been in the trenches doing this for so long. The advisory committee is made up of people like Carolyn Anderson of Life Link, Larry Martinez, who've been working away at this stuff for decades. And also newcomers. So we're sort of – the biggest barrier is that the larger systems – Medicaid, HSD, the hospitals and the bigger funders, HUD – they don't necessarily do things this way.

So the biggest challenge for us is can we, with the City, with the hospital community benefit programs perhaps, with private foundations even in our community, can we say this is how we take care of people in Santa Fe County. This is what we do. Would you like to fund us? Because we're showing some good results. Not, oh, can we run around with our rain bucket trying to get funding from you, which drives agencies insane and is not efficient.

So the biggest barrier is that it's a big mountain to move and can we, as a relatively small funder with community good will, move it forward? I'm quite optimistic based on what we've seen so far.

COMMISSIONER HAMILTON: That's great. Good assessment. That was helpful. Thank you.

CHAIR HANSEN: Thank you. Commissioner Moreno.

COMMISSIONER MORENO: Thank you. Even before I was sitting in this chair, I've been aware, and Rachel brought me in for a briefing and Patricia, and it's three years. It doesn't seem a long time but you guys have done a lot of amazing work. I'm very encouraged. I'm just happy we're in this place and I support everything that

you have been doing. I think that's all I want to say. Carry on.

MS. OCHOA: Madam Chair, Commissioner Moreno, we really have had tremendous support from the Commission at the beginning with a three-year plan, the foresight and the vision to really start going upstream. It's no longer pulling the indigent out with a large hospital bill. We have this opportunity; what are we going to do with it? So we've been excited by the support of the Commission, Manager, the people on the ground doing the work and it's been a team effort for sure, so thank you.

CHAIR HANSEN: Thank you, Kyra. I too am grateful for all your work. I think that this is a shining example of the kind of things that County government can really do for its citizens and it's so important to be able to provide this kind of service, especially in a time when we're losing healthcare and losing income from other places to pull everybody together. It's really important.

I had a couple questions. One, I really like the – even though they're not really statistical, the initial results of keeping people out of the emergency room and keeping people out of the jail. Even though it's self-reporting, it's impressive. That's what we want to see. We don't want these people in the jails and in our hospitals when we can provide them services that can – where they should be.

But I was wondering what public safety includes. When people say social determinants of health. What does public safety mean to them?

MS. OCHOA: Are you referring to personal safety?

CHAIR HANSEN: I'm referring to the social determinants of health, the pie charts.

MS. OCHOA: So, it's actually personal safety. So it's an interpersonal safety question on the screening tool. Do you feel safe in your home? Does anyone yell at you? Are you physically threatened? There are actually four questions. And so it's really about domestic violence, but also violence that people who are homeless might experience living out on the street, and that is proving to be – that's an interesting thing to categorize as a social determinant of health, because there's a behavioral health element to that as well.

CHAIR HANSEN: Right.

MS. OCHOA: But sometimes people just need to get out of bad situations into safe situations. And you need support to do that, Madam Chair.

CHAIR HANSEN: Thank you. I wanted a little definition of that.

MS. OCHOA: Yes, it's a broad term.

CHAIR HANSEN: It could mean a lot of things. And I am extremely supportive and think that this is an important thing that we're doing and I think that we should be recognized, you all should be more recognized for the work that you're doing because I think it's really important. And so I want to thank you.

MS. OCHOA: Thank you, Madam Chair. Thank you, Commissioners.

V. A. 3. Update on the Open Space, Trails and Parks Strategic Management Plan and 20-Year Anniversary Celebration

CHAIR HANSEN: Maria and Paul, welcome.

MARIA LOHMAN (Open Space): Hello, Madam Chair, Commissioners.

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Over the last many several months we've been working with key stakeholders, including community members, agency partners, volunteers, user groups and County staff to develop the Open Space, Trails and Parks Strategic Management Plan. This Open Space, Trails, Parks Strategic Management Plan proposes policies, strategies and actions to implement the goals of the Open Space and Trails program. This plan will refocus the Open Space program's mission and vision, clearly state the directives and provides guidelines for staff, volunteers and partner agencies, as well as members of the public, all work together to implement our open space goals and projects and priorities.

One thing that we've been hearing over and over is that Santa Fe County Open Space is a leader in New Mexico in conservation in this program that we are developing, and so this program will help align some of our goals and strategies with other leaders throughout the nation in conservation and recreation.

I have a tiny correction. Your memo states that the strategic management plan will be released to the public on September 5th at the COLTPAC meeting. We actually anticipate that the draft will be released later in September. This allows us to engage the public, COLTPAC, and additional agencies in this process. We anticipate the plan will be coming before you all for approval before the end of the year. We've been working with our stakeholders. We had a stakeholder workshop last week where we went over our high level goals, our mission and our vision, but we also talked about priorities and strategies and actions to move toward that vision and mission and work together to build partnerships in the next five-ish years, including next year.

This timeline works out really well for us because this fall marks 20 years since voters approved the first open space bond. So to celebrate 20 years of open space success and to say thanks, we're working to organize a series of events for the public. These events have been chosen to highlight many of our partners, because we couldn't have made it through 20 years of open space without lots and lots of help and support. We're still finalizing the schedule and we're working to add more events with additional partners if we're able but right now the preliminary schedule of events includes Saturday, September 22nd, Cerrillos Hills State Park, mining history and walk with Park Ranger Peter Liscomb. We've been working with Cerrillos Hills State Park since 2007 when the park officially became a state park, and they do some really amazing work. They have lots of educational programs and lots and lots of visitors.

On Friday, September 28th, we want to take everyone out for a hike at Talaya Hill so that we can showcase some of the great work that we are doing with our own Santa Fe County wildland fire crew, as well as other partners in the forest and the City of Santa Fe.

On Saturday, October 6th, we want to take folks out to Thornton Ranch open space and relive some of the history, especially along the railroad in order to celebrate this gem of an open space that we've been working hard to get open and continue our conservation work there with partners.

And then on Saturday, October 20th, we anticipate a grand celebration, starting out working at the Santa Fe River with our partners at the Santa Fe Watershed Association and the City of Santa Fe, and then we want to have a celebration bash at Romero Park to thank all of our Santa Fe County residents for supporting our work for 20 years, and hopefully for 20 more. With that I can stand for questions.

CHAIR HANSEN: I think it's fantastic. I am a huge supporter of this. I

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remember when I was talking to Commissioner Campos almost probably 20 years ago and he said, yes. We have all this money that we're buying open space with and I'm like, yay. It was probably 18 years ago, in 2000, I think, when he said that. So I think this is really exciting and thank you for bringing it to our attention and I look forward to attending as many of these events as possible. So thank you for updating us and all your hard work because open space in Santa Fe County is a gem and we are really lucky. Thank you, Maria.

MS. LOHMAN: Thank you.

V. A. 4. Update and Discussion on the Fire Impact Fee Process

CHIEF SPERLING: Thank you, Madam Chair, Commissioners. I'm here to talk about our prospective impact fee renewal, so I will give an overview of our current impact fee program and then turn it over to Mr. Olafson. The New Mexico Development Fees Act provides a mechanism for Santa Fe County to collect funds in unincorporated areas of the county for capital improvements related to fire, rescue and EMS. In 1995 Santa Fe County approved Ordinance 1995-04 to collect fire and rescue impact fees based upon the gross covered floor area of development in order to partially fund fire and rescue facilities and equipment, the demand for which is generated by growth in designated fire districts.

It's important to note that the SLDC also allows for impact fees as detailed in Chapter 12, Section 5, and this section provides the framework for fees in conjunction with the New Mexico Development Fees Act. Only capital improvement needs created by new development in designated fire districts can be met by impact fees. These fees cannot exceed the cost to pay a proportionate share of system improvements needed to service new developments and the impact fee can only be spent on new or enlarged capital facilities and equipment that substantially benefit the development that pays those fees.

These capital improvements include public buildings for fire and rescue services as well as essential vehicles and equipment costing \$10,000 or more or having a life expectancy of ten years or more. Capital improvements do not include the costs associated with the operation, maintenance, administration or replacement of capital improvements unless specified in the Development Fees Act.

Since its inception in 1995, the Santa Fe County Fire and Rescue Impact Fee program has been an important means to fund growth related capital improvements in the Fire Department's 14 fire districts. The reason that I'm here before you today is that pursuant to the Development Fees Act every five years the County must review and make a determination if updates to the land use assumptions and capital improvement plan that support the impact fee structure are required. The Board last reviewed the impact fee in 2013 and determined at that time to retain the impact fee schedule with no changes.

During the next several months staff will be working on the fire and rescue impact fee renewals and Mr. Olafson is here to describe the next steps in that process.

PAUL OLAFSON (Planner): Good afternoon, Madam Chair, Commissioners. According to the Development Fees Act there isn't a specific process and order of business to develop the impact fee or to renew it, so one of the first steps

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will be formation of a public committee of citizens to help advise the County on developing or implementing the impact fees, and this would be called a Capital Improvement Advisory Committee. And we anticipate that at the next Board meeting or probably later in September coming forward with a panel of prospective members for this committee and then starting that process.

Once the committee is formed then we would review, as Chief Sperling said, the land use assumptions as well as basically the growth projections where growth will happen, in which areas as well as the capital needs for the next five-year period. We put that together, the committee would review that and make a recommendation to the Board and we would bring that forward to the Board for review and discussion and possible approval. And we anticipate, as Chief Sperling said, bringing that forward to you by the end of the year. I think we would stand for any questions.

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: So Paul or whoever, did we form a committee five years ago and they went through a process?

MR. OLAFSON: Madam Chair, Commissioner Hamilton, yes.

COMMISSIONER HAMILTON: And so this is another five-year review. How much time do we have to do it? So if the committee is formed by the end of the year, and they have to do some review, and we'll have some interactions with the, you guys will have some interactions with them, and then they'll make recommendations. Do we have like a year from now to accomplish this process?

MR. OLAFSON: Madam Chair, we are trying to get this done by the end of this year and we think that we have the time to do that.

COMMISSIONER HAMILTON: Okay, so you're not going to first form the committee by the end of this year.

MR. OLAFSON: Madam Chair, Commissioner Hamilton, yes, that's the goal.

COMMISSIONER HAMILTON: I'm confused. If you're first getting your committee together that is going to review the impact fees by the end of the year, we're not going to be finished by the end of the year. So I'm missing something.

MR. OLAFSON: I think what I may have confused. I'm talking just about the renewal of the fire impact fee. Then the broader impact fee would be a longer discussion. Is that your question?

COMMISSIONER HAMILTON: And then the what will be the longer discussion?

MR. OLAFSON: Madam Chair, Commissioner, for the purpose of renewing the fire impact fees we anticipate we will be able to form the committee, do the review, and present something to the Board by the end of the year. If we're discussing other impact fees throughout the county for other – roads, water, other issues, that would be a longer process.

COMMISSIONER HAMILTON: Okay.

MR. OLAFSON: Does that answer –

COMMISSIONER HAMILTON: Yes. Sure. That's it. That's all I was going to ask.

MS. MILLER: Madam Chair, while the Fire Chief is there I wanted him to

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give you an update on the strategic planning process they are going through with the fire districts.

CHIEF SPERLING: Madam Chair, Commissioners, I thought maybe I'd take this opportunity to give you a quick update about a five-year planning process that we've initiated in the Fire Department. We have had a five-year plan dating back to 1997 that has been renewed a number of times. This year we have hired a contractor to assist us. Her name is Michelle Lis from L.S. Consulting, and we have initiated an internal process to solicit input from within the department and once we have accomplished the internal inputs we'll be bringing what we have worked on to your attention at the Board level and additional County staff for their inputs.

We anticipate this process going on for the remainder of this calendar year and we have just started with our first leadership team meeting and have made arrangements to solicit inputs in focus group style for our fire districts. We had the southern region focus group last Thursday evening and this evening our second group meeting for the eastern region is taking place at Hondo Station #2. Michelle has prepared a really fine set of questions and exercises to solicit input from all of the district members. Everybody's invited. We'll also be doing this internally for our regional staff as well as our administrative staff.

Our additional two regional meetings for the north and the west were originally scheduled for earlier in August but because of some illness had to be postponed and will be taken care of later in the month of September. So we're a little bit behind in schedule but we anticipate having a very nice, short but very accurate, measurable five-year plan for the period of 2019 through 2023. Our goal again is to have it completed by the end of this calendar year. Commissioners, if I can answer any of your questions, I'm available to do that.

CHAIR HANSEN: Thank you, Chief Sperling and I'm sure we'll all have questions as we go along.

COMMISSIONER HAMILTON: I'm hoping I get out of here in time to go to that meeting tonight, so now I know what I'm going to.

CHIEF SPERLING: Commissioner, we definitely will be bringing the planning process to the Commission and you will have an opportunity for inputs as well if you miss this evening's meeting. It's not over this evening, I can assure you.

CHAIR HANSEN: Thank you. I'm going to take the liberty of moving VI.
A. 2 up.

VI. A. 2. Request Approval of a Proclamation Proclaiming September 1 through September 8, 2018, as Ageless Living Week in Santa Fe County

CHAIR HANSEN: I would like to invite George Cappannelli up to the microphone to say a few words. Thank you very much for being here.

GEORGE CAPPANNELLI: Madam Chair, Commissioners, it's a pleasure to be here. I don't know how much information you would like or need about ageless living and what it's designed to do but AgeNation and Empower New Mexico, two county-based organizations have been at work for the last 12 years serving and

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developing programs for people in the second half of life and dealing with the concept of the demographic revolution, and the fact that so many people here in New Mexico and around the country are going to be part of the 50 and over generation and by the middle of this century, 150 million people will be in that category.

So as part of our work to advance and bring information and inspiration and practical strategies to people we like to call who weren't born yesterday as well as younger people, we are doing a series of three conferences. The first was in Albuquerque, and the second in June was at the Lensic and the third on September 7th and 8th will be at the Lensic. And we are bringing a total of 22 best-selling authors from around the country. We speak to topics related to people in the second half of life. And we have entered into an arrangement with New Mexico PBS whereby we are going to deliver 18 hours of programming to PBS that PBS will air, New Mexico PBS, in 2019, and also share with 300 stations across the country.

We see this as a wonderful way not only to bring real specific and valuable life strategies to people who are in the second half of life so that they can become more self-sufficient, so we can reduce some of the cost and dependency on the healthcare system and we can create stronger mental health environments and also that we can cultivate and ensure much greater civic engagement on the part of people who are 50 and over, that they can contribute in meaningful ways their experience and their intelligence and their competence to the community as a whole.

And so we're honored to be here. We're honored to do this work, and we believe it has long-term implications for people who will visit the county and the city and the state from around the country, that it will help present us as a thought leader in dealing with the critical issues that are related to aging in our time, and that we will build greater bridges of collaboration and understanding across the generations. And that's really the heart of our work at the moment, and it seems critical, especially when we look at what's going on on a national level and the way that elders are being slipped through the cracks in a lot of ways. So we're proud of this work and we're grateful to be here, and we're thankful to the County for its willingness to support and serve and acknowledge the work that we do. If there are any questions I would be delighted to answer them.

CHAIR HANSEN: No, but I would like to thank you, George, very much. I'm honored to support this proclamation in recognizing the work that you are doing in our community for people in the second half of their life. I think it fits very well with our Community Service Department and what we are trying to do with behavioral health and all of the things that we are working on, especially Lynne Twist who's coming to speak from the Hunger Project whom I've been an admirer of for many, many years. So with that, I would appreciate if my Commissioners would join me in reading the proclamation into the record. A proclamation declaring the week of September 1 through 8, 2018 as Ageless Living Week.

Whereas, the County of Santa Fe is one of the oldest counties in the United States and its population is one of the oldest in regard to the number of citizens who are 50 years of age or older; and

COMMISSIONER MORENO: Whereas, our nation is currently experiencing a demographic revolution that will soon see approximately 50 percent of its population over 50 years of age for the first time in history; and

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COMMISSIONER HAMILTON: Whereas, the County of Santa Fe has a proud history of diversity and of honoring the wisdom of its elders; and

CHAIR HANSEN: Whereas, the County of Santa Fe is home to a number of organizations that serve and support our vulnerable elders, including AgeNation, LLC, and Empower New Mexico, a 501(c)(3) whose missions are to inform, educate, inspire and uncover solutions for individuals in the second half of life, and to younger people who want to better prepare for the future they are inheriting; and

COMMISSIONER MORENO: Whereas, AgeNation and Empower New Mexico, since their formation in 2009 have been working to fulfill their missions and serve essential segments of populations of the County of Santa Fe, the City of Santa Fe, the State of New Mexico, and the nation comprised of people in the second half of life, and younger people who want to be better prepared for the future they are inheriting; and

COMMISSIONER HAMILTON: Whereas, AgeNation and Empower New Mexico are now giving birth to a national live conference and PBS series entitled Ageless living, which is designed to contribute to a redefining of what it means to live more consciously and wisely in the 21st century, bring new insights, recommendations and positive life skills to people in their primary demographic and encourage the building of new bridges of understanding and collaboration across generations, and stimulate greater civic engagement; and

CHAIR HANSEN: Whereas, the Ageless Living Live Conference and PBS series will advance the County of Santa Fe's reputation as a thought leader in regard to services it provides its aging population and in its commitment and encouragement of cross-generational collaboration and cooperation; and

COMMISSIONER MORENO: Whereas, the Ageless Living Live Conference and PBS series will encourage visitors from approximately 300 national markets, individuals seeking a wonderful place to retire and to purchase second homes, and individuals wishing to create new entrepreneurial ventures through programming that will be seen on the most trusted media platform in the year by the most educated art, travel, and book-friendly audience in the country; and

COMMISSIONER HAMILTON: Whereas, AgeNation and Empower New Mexico are bringing leading authors and experts to Santa Fe and supporting our population in learning to lead lives of greater well being, resilience, creativity, meaning and purpose.

CHAIR HANSEN: Now, therefore be it resolved that we, the Santa Fe Board of County Commissioners do hereby proclaim the week of September 1 through 8, 2018 as Ageless Living Week. Yay. So may I have a motion?

COMMISSIONER MORENO: I so move.

COMMISSIONER HAMILTON: I second.

The motion passed by unanimous [3-0] voice vote.

CHAIR HANSEN: We have proclaimed. So thank you, George, very much, and I look forward to bringing this proclamation to you on September 7th.

MR. CAPPANNELLI: Madam Chair and Commissioners, thank you on behalf of all the people who are involved and we certainly hope that you'll be able to join

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us in one way or another. We'd love to have you. Blessings and thank you.

CHAIR HANSEN: Thank you. Thank you, George, for being here.

V. A. 5. Update and Discussion on the FY 2018 4th Quarter Strategic Plan Performance Measures [Exhibit 5: Quarterly Report]

MS. CLARKE: Good afternoon, again, members of the Commission, Madam Chair. Before you today is kind of a milestone. This is the first time that we've been able to come before you and present quarterly performance measures as a result of the strategic plan that you adopted in late June. So I'll keep my remarks brief. Rather than going through all 26 pages of this, let me just hit some high points and I'd be happy to go through anything in detail that you like.

It was sort of a learning process going through the first quarterly report update, like any new task like this is. We found that a lot of the measures that are in the strategic plan, the performance measures I think are going to work well for the County. They are reportable; they're smart goals if you will. They're reportable, measurable, timely, and informative. But then we also found that there are some we're going to have to kind of go back to the drawing board and figure out how exactly to get the wording so that we can report something to you that's informative and timely.

For example, there are some you'll see in the fourth quarter of 18 where we don't have a number to report because they weren't tracking it until FY 19, and so we'll do better with those going forward. There are some where departments sort of swore up and down in the development of this that, yes, we'll be able to measure that without a lot of extra bureaucratic red tape, but it's a little harder than they maybe thought, so we'll look at rewording those, because I think again, your intention isn't to create a lot of inefficiency but to be measuring things that are measurable easily. So we'll revisit some for that reason.

There's another category where the targets are hard to measure or targets are hard to establish because, for example, if you want to measure – I don't know – traffic fatalities related to alcohol. I don't know that we feel comfortable as a County saying we'd be okay with ten. It's hard to say that that's a target. Zero is obviously the target, but we want to have a target also that's achievable. So what we're looking at doing maybe in the last meeting we had on this was maybe instead of measuring or targeting a level, we want to target a percent decrease over the previous year, so that's one solution that we've come up with that you'll see in future reports.

And then the last group that we're kind of giving a second thought to is some of these are measured but the measurements come out long after the fact. Like there are some things, for example, related to traffic safety that come out from the New Mexico Department of Transportation, but the best and most recent data we might have for the county is from 2016 or 2017. So I'm going to continue to work with the departments and see what we can do to make everything timely and measurable.

Beyond that, if you – I guess what I would suggest is to page through the report at your leisure. I think there was general consensus on what's green, what's red, what's yellow, and I hope I'm not misspeaking but I've been reassuring different program managers and departments that if your measure is in red, that doesn't mean – and it won't

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necessarily imply that you've failed. But what it is supposed to do is remind us that through our strategic planning process, everybody kind of had consensus that this thing is important and that's maybe a wake-up call for us, that something's got to change or we've got to keep working on it.

So for example, if there were more traffic fatalities than we'd hoped, if the number went up or down, it doesn't necessarily mean that a County department failed, but maybe we need to move resources, maybe we need to try a different solution to the problem – that sort of thing. And so again, I'm just trying to, with the help of the County Manager's Office, keep everybody feeling safe and secure about this and the whole new measurement process for them.

So with that, I think I could stand for questions that you might have on any particular measures or parts of the plan.

COMMISSIONER HAMILTON: Thank you. So I do, and I get to call on myself. First of all I really want to say that it's wonderful that you're bringing this forward and it's no surprise to me, working with metrics all the time in my professional life. That's exactly what to expect. Not everything is as easily measurable and as soon as you try to implement things you find what the problems are – which ones are more difficult. But some of the solutions you suggested for a couple of them just sound right on the mark to me.

The other thing you commented on was that being in the red isn't necessarily a failure and I was going to comment on that. And I think you hit on this as well, that like the very first one in red for the Fire Department, 2.5 acres instead of the target 20. One of the useful things isn't fixing the blame, it's finding the solutions and if there's – and looking for potential reasons. So at the beginning, the reason for that particular one could be anything from it just took us a long time to get up to speed but we actually think we could hit 20 in the future, so there's not too much to do to – we recognize certain blocks, certain problems and maybe there's some of those that something could be done about them. So it's identifying actions that might be needed.

And that's really what the goal of this is, right? It's actually working with this stuff in a productive way, not getting failing grades. Who cares about that?

MS. CLARKE: Thank you, Madam Chair and Commissioner Hamilton. And in the case of the measures on page 1 for the wildland program, I think that's exactly what we would expect. We just this spring went through a budget approval process that dramatically increased our staff resources that are coming on board here to fight wildland, so we wouldn't expect it to be where we want yet, but I appreciate that the department and the Chief have set an aspirational target. I believe they're using the strategic plan to set expectations for staff and drive the progress we want to see, which is the whole point of this, which is great.

And I want to say too that I hear that a lot. Just in meetings all around the County on different topics, probably once a week I hear, well, something's in the strategic plan and so we're taking note of it. And it really I think is having the impact of driving priorities and keeping people's attention focused.

COMMISSIONER HAMILTON: That's actually extremely encouraging to hear, because to me, the only failure would be to be ignoring the strategic plan. Working with it and finding problems with it, that's a success. That's what you have to

do: finding problems with achieving goals, that's fine too. So in my mind the failure would be to be totally ignoring it. So thank you for that.

CHAIR HANSEN: Thank you. The red jumps out at you, that's for sure. But I recognize that, like one of these measures is performance vacancy of detention officers. Well, we just hired a number of them, so that makes me feel like, okay, today we recognized that we needed a number of detention officers and we have maybe not met our goal but we're moving towards that goal, which is important to make that effort. And so I think that's what a strategic plan can do is to help us move towards that effort.

As you well know, I want electric vehicles and I see zero and I see electric charging stations zero, but I also know that we are moving towards that and we'll make progress because at least it's in the strategic plan and we're talking about it and I know that it will be happening. So thank you for your work on this. It's impressive. It's great to see. I'm thrilled that we have a plan and we're working with it. Commissioner Moreno, would you also like to say something?

COMMISSIONER MORENO: Like all works in progress, we can all, literally all of us, has a stake in this and I think this report is good and it highlights what needs to be highlighted. Carry on. Thank you.

MS. CLARKE: and I would expect, Madam Chair and Commissioners, to make the next presentation in October and that would be presenting the results of the first quarter of FY 19 as another informational report.

CHAIR HANSEN: Okay. Thank you so much. I really appreciate it and we look forward to it.

**V. A. 6. Update on Construction Contract No. 2018-0336-PW/MM
Between Santa Fe County and Vital Consulting Group, LLC
for Construction Services for County Road 67F, La Barbaria
Drainage and Road Improvements Project**

MR. FLORES: Thank you, Madam Chair. A couple weeks ago the Board approved the construction agreement for County Road 67F. At that time we were still negotiating the contract amount and the Chair requested that we at least come back to the Board and provide the final contract amount. So the packet material two weeks ago on the 24th indicated that we had set a high estimate of \$1,049,632 for the construction. What was without the GRT, and the final contract amount is going to be \$1,022,432 without GRT, so a savings of \$27,200. So we're fulfilling our obligation to make sure what the final amount is was. I stand for questions.

COMMISSIONER HAMILTON: I don't have any questions.

CHAIR HANSEN: It's just an update. There's no approval of anything. So thank you. I appreciate that very much.

MS. MILLER: Madam Chair, I just have two other quick updates for you that are informational only under Matters from the Manager. One is on your dais you have a copy of the Neighbor to Neighbor Food Drive. *[Exhibit 6: Flyer]* So starting this past Monday through Friday, September 14th, the Food Depot is doing their annual Neighbor to Neighbor Food Drive that benefits the Food Depot and Santa Fe County donation drop-off sites available between 8:00 and 5:00 pm, Monday through Friday, and

then all of those food donations will be picked up at 12:00 noon on September 14th. You can see all of the buildings where we will be collecting for the – it says where our drop-off sites are available. It's going to be the County Admin Building. You probably saw the two yellow buckets right out in front of our office, and then we have at the Community Services Department, at our Public Safety Complex, at Public Works, at the El Rancho Senior Center, the Santa Cruz Senior Center, our Project Management Office over on West Alameda, and then also at our Hondo Eastern Regional fire stations, Pojoaque Northern Regional fire station and Rancho Viejo Western Regional fire station.

And then also on this list are the items most needed, food items, things like peanut butter, dried or evaporated milk, canned fruits and vegetables, staples like flour, cornmeal and then also pet food, dish soap, hygiene products – deodorant, tooth paste, shampoo – that kind of stuff. So I just want to encourage people to donate and make sure that Santa Fe County – we're always a generous group of employees and community members do a lot to contribute to the Food Depot. So we'll be working with Food Depot to make sure that they get significant donations from the County and county residents.

CHAIR HANSEN: Thank you very much, Katherine. I know that this supports the resolution that we passed and I always host the food drive in my neighborhood and I think it's important. I know that Commissioner Moreno works on the Neighborhood to Neighborhood Food Drive also and Commissioner Hamilton, so we're all on board with this and it's an important thing to help our community. So thank you for bringing that to our attention. Next.

MS. MILLER: And then also I just wanted to remind the Board that tomorrow afternoon, from 2:00 to 5:00, we're having an open house in here to show the project that we'll be undertaking with Jaynes Construction on the new courthouse as well as renovations on this courthouse over the next year and a half and that is open to the public to come. I understand, Madam Chair, you'll be making some opening comments, but it's kind of a flow-through venue where people can just come and ask questions and learn about the project. We've invited stakeholders from the surrounding businesses, as well as individuals from the City and Historic Design Review individuals as well as the Old Santa Fe Association and numerous other entities, Chamber of Commerce members, to come and check everything out, ask all the questions they have and provide us comments and feedback on how they feel about the project. So that's tomorrow at 2:00 here in the chambers and will run till 5:00.

And I just had one other thing. I went early this morning to the Chamber of Commerce board meeting and they had the current executive director of the labs come speak to us and they talked quite a bit – she talked quite a bit about the transition from transitioning from the company that's running it now to the Triad that will be running it and it looks like they have a lot of – they have plans – she doesn't work for Triad but she said they have a lot of plans to keep on most individuals so they should not see the same kind of turmoil at the labs where a lot of people left during the transition in the last transition, I think they did in 2006. So they're really positive about the way they'll be transitioning the new operators of the lab.

And also I thought other good information too was that they anticipate their budget to go up. It's currently around \$2.4 billion or so and they estimate it will probably go up to about \$2.7, \$2.8 billion. So it was really positive information as far as

employment in the area and contract spending, out of their budget they put in last year, in fiscal year 17 they put several hundred million dollars back, probably around \$250 to \$300 million back into the local economy through contracts. Just contracted services, not employee wages and benefits.

So it was very informational, good to hear that they think that they'll have a pretty smooth transition come November 1. And that's all I have.

CHAIR HANSEN: Did she say anything about cleanup?

MS. MILLER: They didn't talk about specifics about cleanup. This was more about budget, their budget and staffing levels – how many employees they have, how many employees they lose just due to retirement and attrition, how many they anticipate they'll have. They anticipate that while they'll lose people to retirement, they will probably over the next several years hire 300 more every year than they currently have for the next three or four years. So they didn't – a lot of their environmental services have been moved to a different entity. They don't have as much in their budget for their environmental services. It's actually handled by a different entity than that group, and you can actually see that in their budget. So environmental management was significantly in their budget and now that's moved to another entity.

COMMISSIONER MORENO: Madam Chair.

CHAIR HANSEN: Yes, Commissioner Moreno.

COMMISSIONER MORENO: County Manager, have they figured out the GRT?

MS. MILLER: Madam Chair, Commissioner Moreno, as it stands right now, the Triad is voluntarily saying that they will pay it. It's not 100 percent up to them though. DOE has a say in that as well, but the individual who was presenting today is not part of Triad so she couldn't speak for them but she did state, and it has come up recently in the media that Triad is trying to stay as a taxable entity.

COMMISSIONER MORENO: Thank you.

COMMISSIONER HAMILTON: Thank you, Katherine.

VI. MATTERS FROM COUNTY COMMISSIONERS

A. Presentation and Proclamations

1. Request Approval of a Proclamation Honoring the Public Service of Pablo and Dorothy Sedillo **TABLED**

B. Resolutions

C. Commissioner Issues and Comments

CHAIR HANSEN: Commissioner Hamilton.

COMMISSIONER HAMILTON: District 4 had a townhall meeting last Thursday night and I wanted to thank the staff who came. They provided tremendous support. Robert Martinez, who had the heaviest lift because road issues were one of the biggest thing we talked about, and actually, the Neighbor to Neighbor Food Drive people came and gave us a little presentation. But the community was very appreciative of all the help and input and I think we actually got a lot accomplished.

CHAIR HANSEN: Great. Commissioner Moreno, do you have anything

to report on?

COMMISSIONER MORENO: I don't think so.

CHAIR HANSEN: Okay. On Sunday I went to Journey Santa Fe and there was a very interesting and lively discussion about the restoration of Lamy Historic Museum in Commissioner Hamilton's district by the Winslow Art Collective out of Winslow who are restoring the Castenada Hotel in Las Vegas and will be restoring the Lamy Historic Museum in Lamy, New Mexico. It was a great discussion about our history and the railroad and if any of you have ever been to a La Posada in Winslow it's a great example of people who have worked really hard to restore a historic hotel.

I think what they're doing – they showed the plan for the Castenada Hotel in Las Vegas and that was really informative. They are staying pretty true to the original plan for the Castenada Hotel in Las Vegas, and then they spoke about what they're going to do in Lamy and how much they want to encourage economic development and make sure that the train continues between Lamy and Raton and Kansas City. They had some great maps showing how important the railroad is to the West. I think that that is all I have to report for now.

VI. C. 1. Discussion on the Regional Coalition of LANL Communities

CHAIR HANSEN: I'm sorry that Commissioner Roybal is not here but I am very much concerned about the Regional Coalition of LANL Communities and what exactly they are providing us as members. I'm looking forward to, I would really like the new executive director, Eric Vasquez to come and give a presentation and explain to us what benefit it is to us to be a member. I personally would rather be a member of a Sustainable Coalition of Regional Communities in Northern New Mexico than the Regional Coalition of LANL Communities. I think that they're advocating for cleanup is something that we can all do as elected officials and might be doing a better job of than the coalition but I would like to hear their plan before I make any final decisions, and I would love to hear from my other Commissioners on their feelings about that. Commissioner Hamilton.

COMMISSIONER HAMILTON: Thank you. I think a good thing to do would be to do as you suggested, have Eric make a presentation to us. My impression is that there is more emphasis on economic lobbying than on cleanup per se in that group. So I would like to hear what their emphasis is and get some information we could use to make a decision about what the County gets for its membership fee. So I would strongly support efforts to get more information to us.

CHAIR HANSEN: Thank you. Commissioner Moreno.

COMMISSIONER MORENO: I had a relationship with that organization in its previous iteration as a facilitator. I was working with that group. I think my priority would be that they get their financial house in order and with accountability. Based on news reports, there was a lot of freewheeling spending that was not accountable and I think if in order to remain a member of that organization I'm going to insist on real strong financial accountable operations that is responsible to the funders, that being us, Los Alamos, Española, the City of Santa Fe and Rio Arriba County. Did I miss one? Taos, I think.

SFC CLERK RECORDED 09/28/2018

CHAIR HANSEN: Ohkay Ohwingeh – I think – I don't know all the tribes that are members.

MS. MILLER: Madam Chair, it's Ohkay Ohwingeh and Jemez Pueblo. I don't know if they're funders of it, but they are members.

COMMISSIONER MORENO: So that's my take. Thank you.

MS. MILLER: So Madam Chair, I did talk to Commissioner Roybal before he had to be away on a business trip. So I did talk to him about this. He's already spoken to Eric Vasquez about it. Eric is the – so there's a contractor. The contractor is actually like Chicanos por la Causa or something like that. And then they've hired Eric Vasquez to be the employee of their company that essentially does the work of the executive director of the Regional Coalition. And then – but I also think we not only would need Eric to come but we need a representative from Los Alamos County to come. They're the fiscal agent; they're the one responsible for processing the paperwork of any type. Whether it's a procurement, whether it's a travel reimbursement or what not and I think it would be very important to have somebody from Los Alamos County as well as Eric come and speak to you about how they intend to remedy what's occurred as well as how they'll ensure that nothing like that will happen in the future. I think that those are the things that you need to be comfortable with, knowing that they have policies and procedures in place and really internal controls to make sure that things like that don't happen in the future with the money for the coalition.

The coalition really is a governmental entity. It is an entity made up of other local governments, so they are subject to all of the laws that apply to us. We just need to make sure that they can present to you how they'll have those internal controls in place to make sure that that doesn't happen in the future.

CHAIR HANSEN: I agree with everything you said and I have my other Commissioners shaking their heads so I think that that is appropriate action. So I think that we are all requesting that we have that presentation. Thank you, Katherine.

VII. MATTERS FROM OTHER ELECTED OFFICIALS

A. Elected Officials Issues and Comments

None were presented.

VIII. MATTERS FROM THE COUNTY ATTORNEY

A. Executive Session: Limited Personnel Matters, as Allowed by Section 10-15-1(H)(2) NMSA 1978; Board Deliberations in Public Hearing(s) on the Agenda, as Allowed by Section 10-15-1(H)(3) NMSA 1978; Discussion of Contents of Competitive Sealed Proposals Pursuant to the Procurement Code During Contract Negotiations as Allowed by Section 10-15-1(H)(6); 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. Aamodt Settlement / Pojoaque Basin Regional Water Project

SFC CLERK RECORDED 09/28/2018

2. Real Property Acquisitions
3. 21 Fin del Sendero

BRUCE FREDERICK (County Attorney): Madam Chair, we're requesting a motion to go into executive session to discuss the items mentioned in agenda item VIII. A, under the authority also set out in that item number.

COMMISSIONER HAMILTON: Madam Chair, I'd move that we go into executive session to discuss the items listed by Attorney Frederick.

COMMISSIONER MORENO: Second.

CHAIR HANSEN: Roll call.

The motion to go into executive session pursuant to NMSA Section 10-15-1-H (2, 3, 6, 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	Not Present

IX. INFORMATION ITEMS

- A. Community Services Department Monthly Report**
- B. Growth Management Department Monthly Report**
- C. Public Safety Department Monthly Report**
- D. Public Works Department Monthly Report**
- E. Finance Division Monthly Report *[Exhibit 7: Staff Report]***
- F. Human Resources Division Monthly Report**

MS. MILLER: Madam Chair, real quick.

CHAIR HANSEN: I know that one other thing you're going to ask is us if there's any questions on the informational items before we go into executive session. I apologize that I didn't jump to that first. I wanted to ask if there's any questions on the informational items on the Community Services, Growth Management, Public Safety, Public Works, Finance Division and Human Resources.

COMMISSIONER HAMILTON: Actually, no. there was so much that that was touched on during other items. But they were very helpful. I really appreciated that.

CHAIR HANSEN: I had one question on the Santa Fe River Frenchy's to Siler construction. Have we heard anything from Risk Management?

MS. MILLER: Madam Chair, we have put in a claim to the Association of Counties. We will get some money back. I actually sit on the board and they did give a report that they did receive our claim. We weren't the only county with flood damage. Socorro got hit pretty hard and a couple other counties as well. But we will receive some

SFC CLERK RECORDED 09/28/2018

funds back on the river, as well as the Los Pinos Crossing. Those are two structures that were damaged that we will get some. We won't get the full amount, and as you know, we weren't 100 percent complete with the River Trail project, so we're working through how we will deal with the reconstruction of it with that contractor, whether we have to do that as a separate contract.

CHAIR HANSEN: Okay. I think that was the only question that I had, so thank you, and we are in executive session, and we will be back in an hour or so.

MR. FREDERICK: Or less, Madam Chair.

CHAIR HANSEN: Or less. Okay. Thank you.

[The Commission met in executive session from 4:45 to 6:04.]

Commissioner Hamilton moved to come out of executive session. Commissioner Moreno seconded and the motion carried unanimously.

VIII. CONCLUDING BUSINESS

- A. Announcements
- B. Adjournment

Upon motion by Commissioner Hamilton and second by Commissioner Moreno, and with no further business to come before this body, Chair Hansen declared this meeting adjourned at 6:05 p.m.



ATTEST TO:

Geraldine Salazar
GERALDINE SALAZAR
SANTA FE COUNTY CLERK

Approved by:

Anna Hansen
Board of County Commissioners
Anna Hansen, Chair



Respectfully submitted:

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

BCC MINUTES
PAGES: 91

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

I Hereby Certify That This Instrument Was Filed for
Record On The 28TH Day Of September, 2018 at 03:40:18 PM
And Was Duly Recorded as Instrument # 1868880
Of The Records Of Santa Fe County

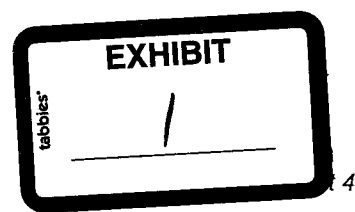
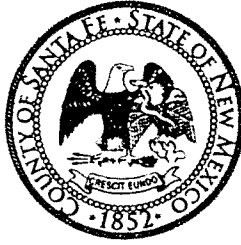
Witness My Hand And Seal Of Office
Geraldine Salazar
Deputy *Estrella Martinez* County Clerk, Santa Fe, NM

SFC CLERK RECORDED 09/28/2018

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3




Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: August 28, 2018

TO: Board of County Commissioners

FROM: Stephanie Schardin, Clarke, Finance Division Director 

VIA: Katherine Miller, County Manager

RE: Resolution No. 2018-_____, A Resolution Requesting to Budget Revenue and Expenditures for HIDTA Award #G18SN0011A Region III Drug Task Force in the Additional Amount of \$8,144 (Fund 246) (Finance Division / Stephanie Schardin Clarke)

SUMMARY:

The purpose of this request is to budget grant funds received from the Office of National Drug Control Policy.

BACKGROUND:

The Sheriff's Office through HIDTA Region III received grant funding FY2019 #G18SN0011A in the amount of \$320,013, however only \$311,869 was in the final FY2019 budget. Therefore, to make the grant funding complete it is requested to budget the additional \$8,144 in the line item of Employee Benefits/Health Care. The award will expire on December 31, 2019. The purpose of this grant agreement is to provide funding for one full-time term position, operational purposes such as investigative travel, vehicle fuel, over time for assigned agents and monies for undercover narcotic investigations as defined in the grant agreement. This grant award is on a reimbursement basis.

ACTION REQUESTED:

Requesting approval to increase the budget in the Law Enforcement Fund (246) to budget the grant received.

SFC CLERK RECORDED 09/28/2018

SANTA FE COUNTY

RESOLUTION 2018 -

A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on, did request the following budget adjustment:

Department / Division: Sheriff's Office Fund Name: HIDTA 246-1206

Budget Adjustment Type: Increase Fiscal Year: 2019 (July 1, 2018 - June 30, 2019)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE	DEPARTMENT / DIVISION	ACTIVITY BASIC/SUB	ELEMENT / OBJECT	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
246	1206	372	0600	FEDERAL	\$ 8,144.00	
TOTAL (if SUBTOTAL, check here)						

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE	DEPARTMENT / DIVISION	ACTIVITY BASIC/SUB	ELEMENT / OBJECT	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
246	1206	425	2005	EMPLOYEE BENEFITS /	\$ 8,144.00	
TOTAL (if SUBTOTAL, check here)					\$ 8,144.00	

Requesting Department Approval: Annette G. Baca Title: Accountant Senior Date: 8-20-18
Finance Department Approval: Date: 8/22/18 Entered by: Date:
County Manager Approval: Date: Updated by: Date:

WFO # 697

SANTA FE COUNTY

RESOLUTION 2018 -

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Annette G. Baca Dep/Div: CMO/Finance Phone No.: 505-995-2734

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 1) Please summarize the request and its purpose.
The Sheriff's Office through HIDTA Region III received grant funding FY19 #G18SN0011A in the amount of \$320,013.00 only \$311,869.00 was in the final FY19 budget. Therefore, to make the grant funding complete it is requested to budget the additional \$8,144.00 in the line item of Employee Benefits/Health Care.
- a) Employee Actions

Line Item	Action (Add/Delete Position, Reclass, Overtime)	Position Type (permanent, term)	Position Title

b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Amount

- 2) Is the budget action for RECURRING expense or for NON-RECURRING (one-time only) expense

SANTA FE COUNTY

PAGE 3 OF 4

RESOLUTION 2018 -

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

DEPARTMENT CONTACT: Name: Annette G. Baca Dept/Div: CMO/Finance Phone No.: 505-995-2734

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
 - a) If this is a state special appropriation, YES NO XX
If YES, please cite and attach a copy of statute.
 - b) Does this include state or federal funds? YES X NO
If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget.

Name: High Intensity Drug Trafficking (HIDTA) Program
Grant Number: G18SN0011A
Award Date: 01/01/2018 to 12/31/2019
Amount: \$320,013

- c) Is this request is a result of Commission action? YES NO XX
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
- d) Please identify other funding sources used to match this request.

SANTA FE COUNTY

PAGE 4 OF 4

RESOLUTION 2018 - _____

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

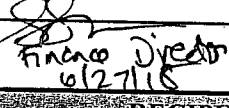
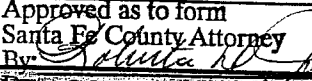
Approved, Adopted, and Passed This _____ Day of _____, 2018.

Santa Fe Board of County Commissioners

Anna Hansen, Chairperson

ATTEST:

Geraldine Salazar, County Clerk

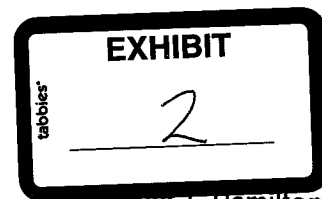
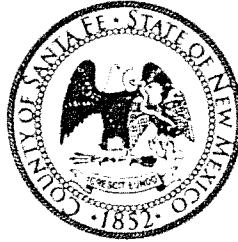
Executive Office of the President Office of National Drug Control Policy		AWARD Grant	Page 1 of 1
1. Recipient Name and Address County Manager Katherine Miller Santa Fe County 102 Grant Avenue Santa Fe, NM 87501-2061		4. Award Number: G18SN0011A	
		5. Grant Period: From 01/01/2018 to 12/31/2019	
2. Total Amount of the Federal Funds Obligated: \$320,013		6. Federal Award Date: 5/29/2018	7. Action
2A. Budget Approved by the Federal Awarding Agency \$320,013		8. Supplement Number 1	Initial <input checked="" type="checkbox"/> Supplemental
3. CFDA Name and Number: <i>High Intensity Drug Trafficking Areas Program - 95.001</i>		9. Previous Award Amount: \$112,005.00	
3A. Project Description <i>High Intensity Drug Trafficking Areas (HIDTA) Program</i>		10. Amount of Federal Funds Obligated by this Action: \$208,008.00	
		11. Total Amount of Federal Award: \$320,013.00	
12. The above grant is approved subject to such conditions or limitation as are set forth in the original Grant. Consistent with P.L. 115-141 / H.R. 1625, Consolidated Appropriations Act, 2018, this Grant Award document provides additional funding in the amount indicated in Block 10. This amount, together with the amount equivalent to 35% of the fiscal year 2017 funding level previously made available, as indicated in Block 9, represent the total FY 2018 budget and spending ceiling for this grant, as indicated in Block 11.			
13. Statutory Authority for Grant: Public Law:115-141		 Approved as to form Santa Fe County Attorney By: 	
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Associate Director Office of National Drug Control Policy		15. Typed Name and Title of Authorized Official Katherine Miller Santa Fe County	
16. Signature of Approving ONDCP Official <i>Michael K. Gottlieb</i>		17. Signature of Authorized Recipient/Date <i>Katherine Miller</i>	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 053297131 EIN: 1856000073A2		19. HIDTA AWARD OND1070DB1819XX OND6113 OND2000000000 OC 410001	

SFC CLERK RECORDED 09/28/2018

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

DATE: August 28, 2018

TO: Board of County Commissioners

FROM: Stephanie Schardin Clarke, Finance Director 

VIA: Katherine Miller, County Manager

RE: Resolution 2018-____, A Resolution Increasing and Decreasing Various Capital Project Budgets from Various Funding Sources. (Finance Division/Stephanie Schardin Clarke)

ISSUE:

The Finance Division requests approval of this resolution to allocate funds from General Obligation Bond Series 2009, 2013, 2016, and 2017, and the Utilities Fund to current projects that are in need of additional funding to complete the projects.

BACKGROUND:

Each year, the Projects Division and the Finance Division work together to ensure all project funds are appropriately allocated to each project. During this review the following projects were identified as needing additional funding. When allocating these projects the Finance Division ensures the funding is allocated to the appropriate type of project per the parameters of the bond requirements and fund requirements. These projects include:

Public Works Utilities Improvements	\$ 160,000
Rancho Viejo Water Improvements	\$ 400,000
NE/SE Connector	\$ 917,491
County Road 72A	\$ 123,664
El Dorado Trail Improvements	\$ 160,864
Northern NM Solid Waste	\$ 21,382
Total Request	\$1,783,401

This total BAR request to the BCC is \$1,329,109, is also accompanied by an internal bar of \$454,292, for a total of \$1,783,401.

ACTION REQUESTED:

The Finance Division requests approval of this resolution to allocate funding in various capital project budgets in the amount of \$1,329,109 in funds 335, 351, 352, 354, 356 and 505.

102 Grant Avenue · P.O. Box 276 · Santa Fe, New Mexico 87504-0276 · 505-986-6200 · FAX:
505-995-2740 www.santafecountynm.gov

SFC CLERK RECORDED 09/28/2018

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM (BAR)

Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

NOTE: THIS FORM MUST BE ACCOMPANIED BY A "BUDGET ADJUSTMENT NARRATIVE FORM"

Requesting Department/ Division: CMO/Finance

Date: 8/24/2018

Line-Item Transfer: X (between cost centers) X Capital Package Request Contingency Request Other

BUDGETED REVENUE: (use continuation sheet, if necessary)

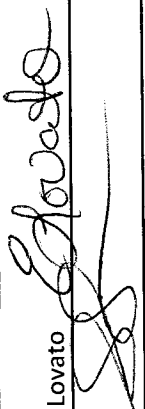
FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
335	0000	385	04-00	GOB Series 2009/Budgeted Cash	\$ 22,675	
351	0000	385	04-00	GOB Series 2013/Budgeted Cash	\$ 387,252	
352	0000	385	04-00	GOB Series 2015/Budgeted Cash	\$ 132,321	
354	0000	385	04-00	GOB Series 2016/Budgeted Cash	\$ 564,469	
TOTAL (IF SUBTOTAL, check here) →					\$ 1,106,717	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY/ LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
335	1442	482	80-10	GOB Series 2009//West Sector Utility/Roadways	\$ 1,293	
335	6201	481	80-85	GOB Series 2009/West Sector Utility/Leasehold Land Acq.	\$ 21,382	
351	1449	444	80-10	GOB Series 2013/Eldo-Canoncito-SE Sector/Roadways	\$ 66,788	
351	6181	453	80-10	GOB Series 2013/Eldo-Canoncito-SE Sector/Roadways	\$ 320,464	
352	6181	453	80-10	GOB Series 2015/NE-SE Connector/Roadways	\$ 132,321	
354	1442	482	80-10	GOB Series 2016/West Sector Utility Improv/Roadways	\$ 43,707	
354	1469	482	80-10	GOB Series 2016/Rancho Viejo Watr Svc Imp/Roadways	\$ 56,056	
354	6181	453	80-10	GOB Series 2016/NE-SE Connector/Roadways	\$ 464,706	
356	7708	481	80-10	GOB Series 2017/Santa Fe River Greenway/Roadways	\$ 107,392	
505	1442	482	80-10	Water-Utility/West Sector Utility Improv/Roadways	\$ 115,000	
TOTAL (IF SUBTOTAL, check here) →					\$ 1,329,109	\$ -

Requested by: Erika Lovato Title: Budget Administrator

Date: 8/24/2018

Finance Department Approval:  Entered by: Date: 8/24/2018

County Manager Approval: Updated by: Date:

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

Page 2 of 4

CONTINUATION SHEET

BUDGETED REVENUE: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
356	0000	385	04-00	GOB Series 2017/Budgeted Cash	\$ 107,392	
505	0000	385	05-00	Water-Utility/Budgeted Cash	\$ 115,000	
TOTAL (IF SUBTOTAL, check here) →					\$ 222,392	\$ -
TOTAL ALL PAGES					\$ 1,329,109	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY/LINE ITEM/ NAME	INCREASE AMOUNT	DECREASE AMOUNT
TOTAL (IF SUBTOTAL, check here) →					\$ -	\$ -
TOTAL ALL PAGES					\$ 1,329,109	\$ -

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

ATTACH ADDITIONAL SHEETS IF NECESSARY

DEPARTMENT CONTACT:

Name: John M. Tennyson Dept/Div: CMO/Finance Phone No: 505-956-6321

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 1) Please Summarize the Request and its purpose

Requesting to budget funds for capital outlay projects with General Obligation Bond funds and Utilities Funds.

a) Employee Actions

Line Item	Action (Add/Delete Position, Reclass Overtime)	Position Type (permanent, term)	Position Title

b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount
80-10	Roadway Construction	\$ 1,307,727.00
80-85	Public Works Utilities Improvement	\$ 21,382.00

2) Is the budget action for RECURRING expense or for NON-RECURRING (one-time only) expense X

3) Does this BAR include state or federal funds? Yes No X
If YES, please cite and attach a copy of statute, if a special appropriation, include grant name, number, award date and amount, and attach a copy of award letter and proposed budget.

4) Is this request a result of Commission action? Yes No X
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).

5) Please identify other funding sources used to match this request. N/A

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

RESOLUTION 2019 - _____

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

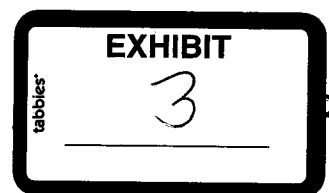
Approved, Adopted, and Passed This _____ Day of _____, 2018.

Santa Fe Board of County Commissioners

Anna Hansen, Chairperson

ATTEST:

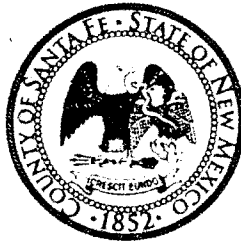
Geraldine Salazar, County Clerk



Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna I. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

DATE: *August 28, 2018*

TO: *Board of County Commissioners*

FROM: *Stephanie Schardin Clarke, Finance Director*

VIA: *Katherine Miller, County Manager*

RE: Resolution 2019-____, a Resolution Re-Aligning Community Services Department Budget to move Budget to correct Funds (Finance Division / Stephanie Schardin Clarke)

ISSUE:

The Finance Division requests approval of this resolution to reduce General Fund Operating transfer to budget Fund 223 (Indigent Services) in the amount of \$1,554,000.00 and increase General Fund Operating transfer to 232 (Behavioral Health) for the amount of \$1,169,894 to correct Community Services Department budget for FY2019. Additionally, we request and Increase of \$150,000.00 in Fund 242(Detox Programs Fund) to budget revenue received from the City of Santa Fe to provide services for the Detox Program.

BACKGROUND:

In FY2019, General fund operating transfer was incorrectly budgeted between Funds 223 and 232. Budget staff has met with Community Services Department and agreed upon the changes recommended through this resolution. Fund 223 would receive \$1,554,000 less from General Fund and Fund 232 would receive \$1,169,894 more from General Fund.

Additionally, on September 27, 2017 a Memorandum of Agreement was made between the City of Santa Fe and Santa Fe County, through which the City would provide the County with \$150,000 per year for social detox services to residents provided by Santa Fe County. That funding from the City has been received and needs to be budgeted.

ACTION REQUESTED:

The Finance Division requests approval of this resolution to re-align the transfers from General Fund to Indigent Services and Behavioral Health Funds.

102 Grant Avenue · P.O. Box 276 · Santa Fe, New Mexico 87504-0276 · 505-986-6200 · FAX:
505-995-2740 www.santafecountynm.gov

SFC CLERK RECORDED 09/28/2018

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM (BAR)

Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

NOTE: THIS FORM MUST BE ACCOMPANIED BY A "BUDGET ADJUSTMENT NARRATIVE FORM"

Requesting Department/ Division: CMO/Finance
Line-Item Transfer: X (between cost centers) X Capital Package Request Contingency Request Other
Date: 8/23/2018

BUDGETED REVENUE: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
232	0000	390	01-01	Operating Transfer in from General Fund	\$ 1,169,894	
223	420	390	01-01	Operating Transfer in from General Fund		\$ 1,544,000
242	0000	385	02-00	MOU/City of Santa Fe	\$ 150,000	
TOTAL (IF SUBTOTAL, check here) →					\$ 1,319,894	\$ 1,544,000

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY/ LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
232	0303	461	50-90	Other Services	\$ 1,169,894	
223	0420	461	50-03	Contractual/Professional		\$ 1,536,087
223	0420	461	50-03	Contractual/Professional		\$ 7,913
242	0495	467	50-03	Contractual/Professional	\$ 150,000	
TOTAL (IF SUBTOTAL, check here) →					\$ 1,319,894	\$ 1,544,000

Requested by: Erika Lovato
Finance Department Approval:
County Manager Approval:
Date: 8/23/2018 Title: Budget Administrator
Date: 8/23/18 Entered by:
Date: Updated by:
Date:

Log # 0247

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2019 (July 1, 2017 Through June 30, 2018)

ATTACH ADDITIONAL SHEETS IF NECESSARY

DEPARTMENT CONTACT:

Name: John M. Tennyson Dept/Div: CMO/Finance Phone No: 505-956-6321
DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

1) Please Summarize the Request and its purpose

During the budget preparation cycle, Funds were incorrectly budgeted in Fund 223 instead of Fund 232. This BAR will correct the transfer from the General Fund.

a) Employee Actions

Line Item	Action (Add/Delete Position, Reclass Overtime)	Position Type (permanent, term)	Position Title

b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount

- 2) Is the budget action for RECURRING expense or for NON-RECURRING (one-time only) expense X
- 3) Does this BAR include state or federal funds? Yes No X
If YES, please cite and attach a copy of statute, if a special appropriation, include grant name, number, award date and amount, and attach a copy of award letter and proposed budget.
- 4) Is this request a result of Commission action? Yes No X
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
- 5) Please identify other funding sources used to match this request.
N/A

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2019 (July 1, 2017 Through June 30, 2018)

RESOLUTION 2018 - _____

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This _____ Day of _____, 2018.

Santa Fe Board of County Commissioners

Anna Hansen, Chairperson

ATTEST:

Geraldine Salazar, County Clerk



2019 Legislative Priorities

FOR THE 54th LEGISLATIVE SESSION

EXHIBIT
4
tabbies

On August 2, 2018, the New Mexico Counties (NMC) Board of Directors approved five legislative priorities for consideration by the New Mexico Legislature at its 2019 legislative session. NMC requests that each Board of County Commission support the following five NMC 2019 legislative priorities as a demonstration of a strong united front in the state legislature.

HB 2 Appropriations

Detention Reimbursement Fund

Restore funding for the County Detention Facilities Reimbursement Act to the original appropriation level of \$5 million.

Prisoner Transport and Extradition

Create a line item in the DFA budget for \$750,000 to reimburse sheriff's offices that provide transportation of state prisoners. Statute 4-44-18C NMSA authorizes the state to make such payment. Counties should not be responsible to pay for state prisoner extradition.

EMS Funding

Appropriate \$5 million dollars annually to the Emergency Medical Services Fund in the Department of Health budget and identify a designated revenue mechanism to provide continuous fund growth and stability.

Behavioral Health

Require the New Mexico Human Services Department to ensure the provision of comprehensive services to nonviolent adult and juvenile offenders, housed with the department of corrections or in a county detention center, who have a serious mental illness including co-occurring substance use disorders. Services shall include targeted, individualized interventions that address those persons' behavioral health needs while they are incarcerated and connect them to resources and services immediately upon release that reduce the likelihood of recidivism, detention, and incarceration, such as supportive housing, public assistance, medical assistance, behavioral health treatment, and employment training.

Tax Reform

NMC supports tax reform efforts that improve economic efficiency, economic development, ease of administration, and overall fairness of the state and local tax system. NMC strongly believes that counties must participate in all efforts to restructure and reform the state and local tax system. NMC also opposes legislation that has a significant negative impact on county revenue.

Fire Protection Fund

Remove the State Fire Marshal's Office and Fire Protection Fund from the New Mexico Public Regulation Commission with the goal of improving public safety services through increased advocacy and communication with fire services statewide.

Forfeiture Act Reform

Address unintended consequences of the 2015 amendments to the New Mexico Forfeiture Act by fixing the confusion around abandoned property, providing for reimbursement to local law enforcement agencies for the costs of storage and disposal of seized property, and extending due process protections to local DWI vehicle seizures. This legislation will not include the limited equitable sharing provisions contained in the 2017 and 2018 bills.

County

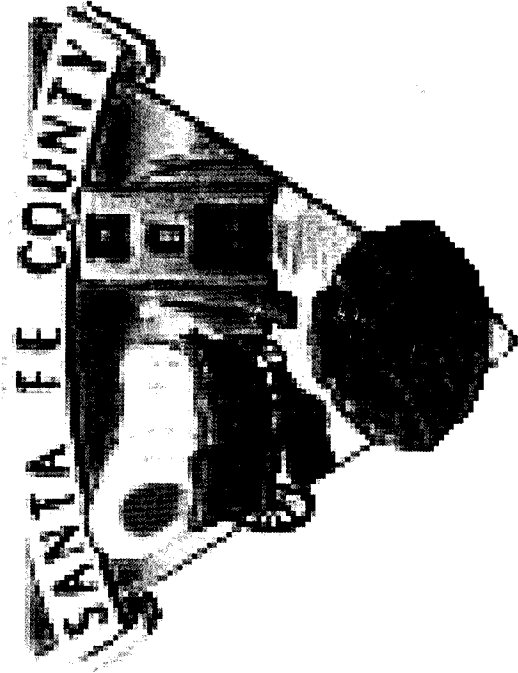
County Commission Chair

Date

SEC CLERK RECORDED 09/28/2018

Please send a signed copy of the NMC 2019 legislative priorities to Aelysea Webb, awebb@nmcounties.org.

Santa Fe County Strategic Plan and Performance-Based Budgeting Report for Fiscal Year 2018, Quarter 4



Mission Statement

Our mission is to provide a safe, sustainable, healthy community through a proficient, transparent and accessible government.

Core Values

Integrity - We will do the right thing, even if it is difficult

- Be Accountable by following through on our commitments
- Be direct, honest, and transparent in our communication
- Maintain ethical standards of public service at all times

Respect - We will treat all persons with dignity

- Act fairly and impartially without favoritism or discrimination
- Develop an inclusive, safe environment
- Listen well treat others as we would like to be treated

Innovation - We are open to new ideas, technologies and methods

- Envision what is possible
- Cultivate creativity and the flexibility to take intelligent risks
- Encourage and value the contributions of each person

Excellence - We strive to exceed customer service and performance expectations

- Consistently give our personal and professional best
- Commit to continuous improvement of our programs and services
- Support one another to bring out the best in everyone

ADOPTED 6/26/2018, UPDATED THROUGH JUNE 30, 2018

Santa Fe County Strategic Plan

		Responsible Parties		POPULATION GOAL 1: PROVIDE A SAFE COMMUNITY																Notes								
				FY18				FY2019				FY2020				FY2021					FY2022				FY2023			
				Q4				Q1 Q2 Q3 Q4				Q1 Q2 Q3 Q4				Q1 Q2 Q3 Q4					Q1 Q2 Q3 Q4							
Objective 1.1: Enhance Fire Protection Programs																												
Strategy 1.1.1: Create year-round sustained wildland program																												
Action: Obtain FY2019 funding for six person year round team		Fire Chief/ Budget Administrator		X															Included in FY2019 final budget									
Action: Reclassify temporary positions to permanent for six person team and fill		Fire Chief/HR Director																	10 grant funded YCC positions expected to be filled by 10/1/18									
Action: Identify and request FY2020 funding to support second year round wildland team		Fire Chief/ Budget Administrator																										
Action: Implement the second wildland team		Fire Chief/HR Director																										
1.1.1.1 Performance Measure: Hazardous fuel acreage mitigated. Target: 20 acres per quarter		Fire Chief																	Fire/Open Space identifying county properties for fuel mitigation									
1.1.1.2 Performance Measure: Number of private properties assessed. Target: 50 properties per quarter		Fire Chief		27																								
1.1.1.3 Performance Measure: Number of local, regional, and national fire suppression deployments. Target NA		Fire Chief		22															22 deployments in all of FY2018									
Strategy 1.1.2: Create hazard mitigation strategy and program																												
Action: Adopt hazard mitigation plan and review annually		Fire Chief		X															Approved at 5/8/2018 BCC meeting									
Action: Update and improve vegetation analysis, including land cover mapping and canopy analysis		GIS Manager		X															Fire/Open Space identifying county properties for fuel mitigation. UNM land cover mapping contract initiated									
Action: Identify Wildland Urban Interface areas in need of hazardous fuels mitigation		Fire Chief/GIS Manager																										
Action: Enter contract for GIS data set updates with deliverables due Fall 2020		GIS Manager																										
Action: Conduct wildland fire prevention community outreach in Urban Interface areas		Fire Chief		X																								
Action: Collaborate with State Forestry Division, US Forest Service, Bureau of Land Management, County Open Space, and City of Santa Fe		Fire Chief		X																								
Action: Work with Forestry Division and Forest Service to derive fuel loads from canopy analysis		Fire Chief/GIS Manager		X																								
Action: Apply for Youth Conservation Corps funding through State Forestry Division		Fire Chief																										
Action: Implement and administer Youth Conservation Corps grant funded team		Fire Chief																										
Action: Identify internal or external grant funding		Fire Chief																										
1.1.2.1 Performance Measure: Number of Wildland Urban Interface projects identified and prioritized. Target: 4 per quarter		Fire Chief		NA																								
1.1.2.2 Performance Measure: Number of community contacts made. Target: 50 per quarter		Fire Chief		NA																								
1.1.2.3 Performance Measure: Number of property owners taking mitigation actions on their property after community outreach contact. Target: 10 per quarter		Fire Chief		NA																								
1.1.2.4 Performance Measure: Average ISO rating of County fire districts. Target: 5 or higher		Fire Chief		5																								

Santa Fe County Strategic Plan

		Responsible Parties																Notes	
		FY18	FY2019				FY2020				FY2021				FY2022				FY2023
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Strategy 1.1.3: Improve commercial property fire prevention inspection program																			
Action: Conduct life safety inspections in accordance with adopted fire code requirements		Fire Chief	X																
Action: Map, catalog, and maintain perimeters and dates of inspections		Fire Chief/GIS Manager																	Fire working with Legal to revise
Action: Adopt International Fire Code		Fire Chief																	
1.1.3.1 Performance Measure: Average number of business days to complete inspections. Target: 30 business days or less 90% of the time		Fire Chief	NA																
1.1.3.2 Performance Measure: Percent of identified life safety problems rectified through inspection process. Target: 100%		Fire Chief	NA																
1.1.3.3 Performance Measure: Number of inspections conducted. Target: 150 per quarter		Fire Chief	62																Expanded inspection program proposed with new fire code adoption in FY2019Q2
Objective 1.2: Provide High Quality First Responder Services																			
Strategy 1.2.1: Install new RECC computer-aided dispatch (CAD) system																			
Action: Obtain matching funds due from Cities of Santa Fe and Edgewood		RECC Director	X																Funding is identified and committed, not yet received
Action: Install and configure CAD hardware and software		RECC Director/ IT Director/GIS Manager	X																Preparing for installation. Stakeholder interviews ongoing. IT engaged. Task not yet scheduled
Action: Extract, transform and load GIS data into CAD system		GIS Manager																	
Action: Train RECC staff on use of new CAD		RECC Director																	
Action: Maintain and update GIS/E911 data for periodic loading to CAD system		GIS Manager																	
Strategy 1.2.2: Transition to Next Generation 911 (NG911) compliant system																			
Action: Propose and support NMAC 2019 legislative efforts to preserve/ increase/ recover E911 Funding		RECC Director/GIS Manager																	
Action: Use CAD workgroup to plan NG911 transition (public safety, IT, GIS)		RECC Director/ IT Director/GIS Manager																	Held press conference, participated in print and TV stories. Working on print ad campaign.
Action: Conduct public awareness education campaign, including press releases, media day, text message alert system pamphlets with utility bills, and radio print and television advertisements		RECC Director	X																Active participation occurring in all forums.
Action: Engage stakeholders through regular attendance of meetings of RECC Board, City Public Safety Committee, County Public Safety standing meetings, NMAC affiliate, and legislative interim and standing committees		RECC Director	X																
Action: Identify and obtain funding sources for software, hardware, and equipment		RECC Director																	
Action: Install and configure NG911 hardware and software		RECC Director/ IT Director/GIS Manager																	
Action: Extract, transform and load GIS data into NG911 CAD		GIS Manager																	

Santa Fe County Strategic Plan

		Responsible Parties		FY18		FY2019				FY2020				FY2021				FY2022				FY2023				Notes
				Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4						
Strategy 1.2.3: Sustain emergency management plans																										
Action: Collaborate with governmental and private partners to identify opportunities and threats		Fire Chief/Emergency Mgmt Assistant Chief	X																			Meetings and trainings attended and scheduled throughout year				
Action: Amend emergency management plans to align with best practices		Fire Chief/Emergency Mgmt Assistant Chief																				Will incorporate after action experiences from July 2018 flooding in future strategic plan/performance reporting				
Action: Provide GIS data to support emergency management plans		GIS Manager																								
Strategy 1.2.4: Conduct regular DWI saturation patrols																										
		County Sheriff																								
Action: Provide quarterly DWI heat maps from CAD to Sherriff's office		GIS Manager																								
1.2.4.1 Performance Measure: Number of alcohol-related traffic fatalities. Target: 9 or less per year.		County Sheriff	NA																			9 in calendar year 2016				
Strategy 1.2.5: Update countywide interoperable public safety land mobile radio system																										
Action: Identify possible funding sources for hardware, software, infrastructure and equipment		RECC Director/ Finance Director																				RECC/City plan Design-Build RFP radio project in conjunction with Public Safety expansion project to complete 12/19				
Action: Obtain funding for hardware, software, infrastructure and equipment		RECC Director/ Finance Director																				City FY19 budget includes \$2.2 million				
Action: Establish City/County joint working group with elected official and management		RECC Director																								
Action: Discuss renegotiation of RECC JPA with City officials		RECC Director																								
See also Strategy 1.2.2: Transition to NG911 system		RECC Director																								
Strategy 1.2.6: Respond promptly to service calls																										
Action: Revise RECC operating procedures to improve dispatch time, including consideration of dispatching units prior to ascertaining the Clawson Code		RECC Director	X																			Operating procedures revised to meet desired time goals.				
Action: Train RECC staff on revised operating procedures		RECC Director																								
Action: Revise Fire Department procedures with the service standards and enforce as appropriate		Fire Chief																								
Action: Train fire staff on revised operational procedures		Fire Chief																								
1.2.6.1 Performance Measure: Average Fire Department response times measured in accordance with industry standards from dispatch to arrival. Target: 10 minutes or less		Fire Chief	10:20 minutes																							
1.2.6.2 Performance Measure: Average County Sheriff's response times measured in accordance with industry standards from dispatch to arrival. Target: 10 minutes or less		County Sheriff																				RECC may be able to provide				
1.2.6.3 Performance Measure: Percent 911 calls answered in 10 seconds. Target: 90% or more		RECC Director	95% 8/18/2018																			SFC CLERK RECORDED 09/28/2018				
1.2.6.4 Performance Measure: Average 911 medical priority 1 call start to dispatch time. Target: 45 seconds or less		RECC Director	54 seconds																							
1.2.6.5 Performance Measure: Average 911 medical priority 2 call start to dispatch time. Target: 60 seconds or less		RECC Director	65 seconds																							

Santa Fe County Strategic Plan

	Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Strategy 1.2.7: Study Fire Department organizational structure																							
Action: Evaluate structure and number of fire districts	Fire Chief																			Evaluation underway in five-year plan update			
Action: Evaluate organization of career fire staff and management	Fire Chief/HR Director																			Evaluation underway in five-year plan update			
Objective 1.3: Operate Adult and Youth Detention Centers to Ensure Safety of Detainees, Employees, and the Public																							
Strategy 1.3.1: Enhance Adult and Youth Detention Center internal safety																							
Action: Develop process to individually assess incidents of assault in ADF and YDC for corrective action	Public Safety Director	X																		Disciplinary Officer and training staff conducted training on process			
Action: Train staff on process to individually assess incidents of assault for corrective action	Public Safety Director	X																		Conducted through disciplinary process and supervisor meetings			
Action: Implement assault corrective action process	Public Safety Director	X																		Disciplinary process in place			
Action: Train staff on inmate mode assessments and de-escalation techniques	Public Safety Director	X																		Training conducted during academy and 40 inservice training. Reviewing curriculum update			
Action: Enhance inmate programming associated with crimes and addictions related to their incarceration	Public Safety Director	X																		Matrix Program for inmates with substance abuse charges. Program affected by psychiatrist vacancy			
Action: Improve recidivism tracking tools to better target re-entry programming	Public Safety Director																			13 cadets coming out of academy			
Action: Continually monitor vacancies to fill positions	Public Safety Director	X																		Warden meets with new employees 7 days after employment and again after 30 days. Regular meetings with Sargents and Lieutenants on policies/directives.			
Action: Schedule regular communication between senior management and new hires to provide mentorship and assessments	Public Safety Director	X																					
1.3.1.1 Performance Measure: Year-over-year change in the number of serious inmate on inmate assaults. Target: 5% decrease per year	Public Safety Director																			Corrections calculating			
1.3.1.2 Performance Measure: Year-over-year change in the number of inmate on staff assaults. Target: 5% decrease per year	Public Safety Director																			Corrections calculating			
1.3.1.3 Performance Measure: Vacancy rate of detention officers. Target 10%	Public Safety Director																						
Strategy 1.3.2: Maintain accreditation/certification for detention facilities																							
Action: Seek NMAC reaccreditation of adult detention facility biannually	Public Safety Director																			Reaccreditation occurs every 3 years			
Action: Participate in CYFD annual inspection/certification of youth detention program	Public Safety Director																			Next audit will be January 2019			
Action: Plan for and obtain adult detention facility accreditation through American Correctional Association	Public Safety Director	X																		Currently preparing. Will apply for accreditation in August 2019.			
1.3.2.1 Performance Measure: Continued NMAC accreditation of adult detention facility. Target: Yes	Public Safety Director	Yes																					
1.3.2.2 Performance Measure: Continued CYFD certification of youth detention program. Target: Yes	Public Safety Director	Yes																		Next audit will be January 2019			

Santa Fe County Strategic Plan

Responsible Parties		FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Strategy 1.3.3: Ensure Medicaid enrollment and coordination with private insurers to provide inmate health care																							25 inmates enrolled in Medicaid during FY2018Q4
Action: Continue Medicaid enrollment efforts through booking process and weekly verification		Public Safety Director	X																				
Action: Navigate inmates with private insurance to respective providers		Public Safety Director	X																				
1.3.2.21 Performance Measure: Number of inmates enrolled in Medicaid. Target: 20 or more		Public Safety Director	25																				
Objective 1.4: Provide Public Safety Prevention, Education and Intervention Services																							
Strategy 1.4.1: Create a Youth Services Division within Community Services Department																							
Action: Establish working group to evaluate current youth programs and recommend FY2020 restructuring		Teen Court Manager																					Developing RFP for program gap analysis
Action: Identify and request funding for enhancement of youth programs		Teen Court Manager	X																				Included in FY2019 final budget
1.4.1.1 Performance Measure: Number of youth served by Teen Court program. Target: 125 or more per quarter		Teen Court Manager	131																				
1.4.1.2 Performance Measure: Number of youth served by Santa Fe County youth programs. Target: 2,400 or more per quarter		Teen Court Manager	2,893																				
Strategy 1.4.2: Conduct neighborhood watch meetings																							
Action: Provide quarterly maps of neighborhood watch group activity to Sheriff's Office		GIS Manager																					
Strategy 1.4.3: Conduct Safety Training Enforcement Program (STEP)																							
Action: Provide quarterly traffic fatality and pedestrian heat maps to Sheriff's Office from CAD		GIS Manager																					
1.4.3.1 Performance Measure: Number of traffic fatalities. Target 16 or less per year		County Sheriff	NA																				23 in calendar year 2016, the most recent data available
1.4.3.2 Performance Measure: Number of pedestrian fatalities. Target 3 or less per year		County Sheriff	NA																				1 in calendar year 2016, the most recent data available

5102/28/09 SEC CLERK RECORDED 09/28/2018

Santa Fe County Strategic Plan

		Responsible Parties		FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
				Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Objective 1.5: Improve Adult Detention Facility Re-Entry Program																									
Strategy 1.5.1: Assess re-entry program and wrap around service needs and gaps																									
Action: Meet with all re-entry staff to identify concerns, issues, gaps in service upon release, possible expansion areas, and tracking methods		Public Safety Director/Warden																							
Action: Develop tracking of individuals receiving substance abuse services/Medicaid assistance treatment program (MAT), naltrexone, vivitrol while incarcerated		Public Safety Director/Warden																							
Action: Identify and request additional funding sources		Public Safety Director/Warden																							
Action: Consider requesting additional re-entry positions as efforts prove success		Public Safety Director/Warden																							
Action: Educate community providers and the public on measures adult detention facility is taking to combat opioid use dependency in inmates		Public Safety Director/Warden																							
Action: Develop program for former inmates who have been successful in recovery for a certain length of time to tell their stories through public schools		Public Safety Director/Warden																							
1.5.1.1 Performance Measure: Percent of eligible incarcerated adults participating in Medicaid Assistance Treatment Program (MAT). Target: 100%		Public Safety Director/Warden	NA																						
1.5.1.2 Performance Measure: Percent success rate for eligible incarcerated adults participating in MAT. Target: 50% or more		Public Safety Director/Warden	NA																						

Santa Fe County Strategic Plan

	Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
POPULATION GOAL 2: PROMOTE A SUSTAINABLE COMMUNITY																							
Objective 2.1: Provide Affordable Housing																							
Strategy 2.1.1: Bolster Housing Fund																							
Action: Identify revenue sources and annual amount targeted	Housing Director	X																				\$250,000 PILT included in FY2019 final budget	
Action: Expand and clarify the scope of fund eligible activities: rental and ownership	Housing Director																						
Strategy 2.1.2: Provide additional County affordable housing units																							
Action: Develop land opportunity matrix with pros and cons of sites to assist in identifying land for development	Housing Director																						
Action: Provide mapping analysis based on parameters specified	GIS Manager																						
Action: Identify land for development	Housing Director																						
Action: Apply for tax credits and all other financial resources for new projects	Housing Director																						
Action: Create financial packages	Housing Director																						
Action: Enter partnership agreements for each new housing development	Housing Director																						
2.1.2.1 Performance Measure: Number of affordable housing units owned by the County Target: 250 units or more	Housing Director	200																				Target 50 new units per year	
2.1.2.2 Performance Measure: Average percent occupancy of affordable housing units owned by the County. Target: 98% or greater	Housing Director	99%																					
2.1.2.3 Performance Measure: Average percent of available vouchers used by County residents. Target: 98% or greater	Housing Director	96%																					
2.1.2.4 Performance Measure: Average number of privately-owned affordable housing units assisted by the County. Target: 1,000 or more	Housing Director																						
2.1.2.5 Performance Measure: Dollars leveraged for every \$1 expended by the County on Affordable Housing. Target: \$5 or more	Housing Director	NA																				GMD to report Leveraging currently over target, will come towards target as County funding is added	
Strategy 2.1.3: Increase awareness and flexibility of Happy Roofs and down payment assistance programs																							
Action: Review and update policies and procedures	Housing Director	X																					
Action: Expand program parameters, leverage funding, and consider contracts to assist program implementation	Housing Director																						

SEC CLERK RECORDED 09/28/2018

Santa Fe County Strategic Plan

	Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Strategy 2.1.4: Maintain and enhance existing affordable housing stock																							
Action: Apply for external funding for rehabilitation of existing units from CDBG, energy efficiency funds, etc.	Housing Director																						
Action: Request County funds for street, curb, gutter, sidewalk, and ADA requirements	Housing Director																						
Action: Develop and maintain five-year housing capital and maintenance plans for current assets	Housing Director	X																					
Action: Seek State capital grants for County housing improvements	Housing Director																						
Action: Apply for HUD Rental Housing Demonstration (RAD) funding for all County-owned housing sites	Housing Director																						
2.1.4.1 Performance Measure: Minimum HURs rating or energy star rating and score on all County-owned housing units. Target: 75 or higher	Housing Director	NA																		Submitted energy assessment to US Department of Housing and Urban Development for review			
2.1.4.2 Performance Measure: Obtain passing REAC scores for all public housing units owned by the City of Santa Fe. Target: Yes	Housing Director	NA																		Last measure is dated. Expect a measurement during FY2019			
Objective 2.2: Address Threats Associated with Climate Change																							
Strategy 2.2.1: Develop additional backup water supply																							
Action: Compile official documents addressing backup water supply, including current plans, previous studies, ordinances, contracts, etc.	Utilities Director/GIS Manager																						
Action: County Manager and BCC meet with Mayor and City Council to review current state of backup water supply to collective utilities and options to expand	Utilities Director																						
Action: Build internal team of SFC experts to create and analyze list of options for additional backup water supply (utilities, GIS, sustainability, finance, planning, legal, etc.)	Utilities Director																						
Action: Meet with regional partners to discuss options for additional backup water supply (City, mutual domestics, BDD, PBRWS, EAWSD, large well water users)	Utilities Director																						
Action: Determine and locate resources needed	Utilities Director																						
Action: Create plan	Utilities Director																						
Action: Secure water supply with water rights, infrastructure and wet water with regional partners	Utilities Director																						
Action: Implement domestic well metering use program including pilot program, allocation verification for utility customers, and updated meter installation requirement	Sustainability Manager	X																					
See also Objective 1.1, Enhance Fire Protection Programs																							
2.2.1.1 Performance Measure: Backup water supply available as a percentage of Buckman Diversion deliveries. Target: 100% of annual deliveries from BDD	Utilities Director	NA																		Analyzing data to determine percentage for FY2018			

Santa Fe County Strategic Plan

Strategy 2.2.2: Reduce greenhouse gas emissions from county operations		Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Action: Adopt fleet management policy determining countywide fuel efficiency standard and policy for use of alternative fuels		Public Works Director/Sustainability Manager																						
Action: Improve facilities and fixed asset database catalog and mapping		IT Director/ Finance Director/ GIS Manager	X																					BCC approved resolutions in June 2018 to dispose of dated unlocated assets to remove them from fixed asset database
Action: Contract for investment grade audit of major County facilities		Sustainability Manager																						
Action: Work with energy service companies to implement improvements recommended in investment grade audit		Sustainability Manager																						
Action: Install solar generation on County facilities, including Nancy Rodriguez and Eldorado Community Center using statewide price agreement		Sustainability Manager	X																					Notice to proceed issued 6/11/18, contractor seeking permits
Action: Conduct analysis of solarizing County facilities to prioritize and determine size of funding requests		Sustainability Manager																						
Action: Develop County employee ride-sharing and alternative transportation program		Sustainability Manager																						
Action: Establish healthy building and energy efficiency guidelines for all new county buildings		Sustainability Manager																						
Action: Calculate triple-bottom-line cost benefit analysis in County buildings and facilities		Sustainability Manager	X																					Identified software program that could be incorporated into design/construction of new and remodeled buildings
Action: Support legislation to increase New Mexico renewable energy portfolio standards through NMAC and other stakeholders		Sustainability Manager																						
2.2.2.1 Performance Measure: Year-over-year change in average County passenger and light-duty truck miles per gallon. Target: Reduce by 2 or more miles/gallon per year		Sustainability Manager	NA																					Need to establish baseline from FY2018 fleet
2.2.2.2 Performance Measure: Change in number of County vehicles that are electric. Target: Increase by 2 vehicle per year		Sustainability Manager																						Expect to meet target in FY2019
2.2.2.3 Performance Measure: Number of electric vehicle charging stations at County buildings. Target: 5 or more		Sustainability Manager																						Will use extension cord to charge electric vehicles for now
2.2.2.4 Performance Measure: Number of County buildings or facilities solarized per year. Target: 2 buildings or facilities per year		Sustainability Manager	1	8	10	2	28	09	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	10 are solar as of 6/30/2018. Edgewood Fire Station was solarized during FY2018. Expect 2 in FY2019

Santa Fe County Strategic Plan

		Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Objective 2.3: Ensure County's Long-Term Financial Stability																								
Strategy 2.3.1: Amend Sustainable Land Development Code/lodger's tax ordinance to regulate short-term rentals																								
Action: Consider commercial valuation of short-term rental properties to increase revenue collections and flexibility of funds		County Assessor																						
Action: Form working Group of Lodger's Tax Advisory Board, Fire, Legal, Sustainability, Finance and Assessor		County Manager																						
Action: Collect rules from other jurisdictions		Growth Management Director																						
Action: Develop SLDC regulations for short-term rentals for public review and adoption		Growth Management Director/County Attorney																						
Action: Outreach and inform public of importance		Growth Management Director/County Manager																						
Action: Identify location and number of short-term rentals in unincorporated area		Growth Management Director																						
Action: Create and adopt appropriately-targeted changes for lodger's tax		County Manager																						
See also Strategy 2.1.4: Maintain and enhance existing affordable housing stock																								
Strategy 2.3.2: Consider changes to solid waste fee structure																								
Action: Hold workshops with partners to review 2014 Solid Waste Assessment and Management Study (SWMA, City, County)		Public Works Director																						
Action: Consider fee structure options		Public Works Director																				Seeking BCC direction on 8/14/18		
Action: Cost-benefit analysis of options		Public Works Director																						
Action: Propose revised fee structure and/or franchise fee		Public Works Director																						
Action: Adopt any necessary ordinances		Public Works Director																						
Strategy 2.3.3: Consider additional gross receipts tax increments																								
Action: Analyze increments available, revenue generation, allowable uses, boundaries, approval process		Finance Director																						
Action: Compare County rate to statewide rates		Finance Director																						
Action: Obtain feedback from the public on any proposed increments/uses		County Manager/ Finance Director																						
Action: Adopt necessary resolutions		County Manager/ Finance Director																						

Santa Fe County Strategic Plan

		Responsible Parties		FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
				Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Strategy 2.3.4: Implement County's reserve policy																									
Action: Monitor reserve levels on a quarterly basis against reserve policy requirements		Budget Administrator		X																					
2.3.4.1 Performance Measure: General Fund Contingency Reserve as a percentage of General Fund operating budget, including transfers. Target: 10% or more		Budget Administrator		10%																			In addition to State reserve requirements		
2.3.4.2 Performance Measure: General Fund Disaster, Uninsured Loss, and Major Infrastructure Repair reserves as a percentage of General Fund unrestricted fund balance. Target: 25% or more		Budget Administrator		35%																			In addition to State reserve requirements		
Strategy 2.3.5: Revise water and sewer rate structure																									
Action: Seek approval of updated water and sewer rate ordinances		Utilities Director		X																			Approved at 6/12/18 BCC meeting		
2.3.5.1 Performance Measure: Percentage of recurring utility operating expenses covered by recurring utility revenues. Target: 100% or more		Utilities Director		NA																			Analyzing data to determine percentage for FY2018		
Strategy 2.3.6: Collect receivables owed to the County																									
Action: Collect delinquent property taxes		County Treasurer		X																					
Action: Analyze collection rate for ambulance compared to similar jurisdictions		Fire Chief/ Finance Director		X																			County collection rate slightly above national average of 45-50%		
Action: Based on analysis of collection rate for ambulance, develop action plan to improve collections		Fire Chief/ Finance Director																							
Action: Analyze collection rate for utilities compared to similar jurisdictions		Utilities Director																							
Action: Based on analysis of collection rate for utilities, develop action plan to improve collections		Utilities Director/ Finance Director		X																			RFP for countywide credit card acceptance services currently being drafted by Treasurer's Office/ IT		
See also Strategy 4.2.2: Increase County Acceptance of Payment Cards																									
2.3.6.1 Performance Measure: Percent of billed property taxes collected as of each fiscal year end. Target: 95% or more		County Treasurer		96.7%																					
2.3.6.2 Performance Measure: Percent of ambulance billings collected as of each fiscal year end. Target: 56% or more		Fire Chief		52%																					
2.3.6.3 Performance Measure: Percent of utility fees billed collected as of each fiscal year end. Target: 95% or more		Utilities Director		NA																			Analyzing data to determine percentage for FY2018		

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	Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Strategy 2.3.7: Maintain County roads, facilities, vehicles and equipment to maximize service life																							
Action: Develop annually updated maintenance plan for all road districts	Road Maintenance Manager																			Updates occur in January - February annually			
Action: Develop weekly pre-trip vehicle inspection form	Fleet Manager																						
Action: Develop County heavy equipment operator training program to increase life of heavy equipment	Road Maintenance Manager																						
Action: Update facility assessment every five years using contractor, including incorporation of ADA transition plan	Property and Facilities Manager	X																		ADA deficiencies identified through Title VI plan. Need contract to reassess facilities			
2.3.7.1 Performance Measure: Average Pavement Surface Evaluation Rating (PASER) for all paved County road facilities. Target: 6 or higher	Road Maintenance Manager	NA																		Roughly half are currently measured. Will report rating when complete.			
2.3.7.2 Performance Measure: Countywide pavement miles repaired, resurfaced, chip sealed, and fog sealed. Target: 24 or more miles per year	Road Maintenance Manager	NA																		Analyzing data to determine miles for FY2018			
Strategy 2.3.8: Maintain or improve County bond rating to ensure affordable access to credit markets																							
Action: Communicate with rating agencies and ensure adequate disclosure	Finance Director																						
See also Strategy 2.3.4: Implement County's reserve policy																							
2.3.8.1 Performance Measure: Rating on County general obligation bonds. Target: AA+ or higher rating	Finance Director	AA/AA+																					
2.3.8.2 Performance Measure: Rating on County gross receipts tax bonds. Target: AA or higher rating	Finance Director																						
Strategy 2.3.9: Improve County risk management efforts																							
Action: Train employees on slips, trips, falls and other workplace hazards	Risk Management Director	X																		Training schedules on sharepoint for department employees			
Action: Create process to ensure timely follow up on workers' compensation claims	Risk Management Director/HR Director	X																		Process implemented			
Action: Review claim data quarterly with County Manager and County Attorney	Risk Management Director																						
Action: Appoint staff safety monitors in each County building	Risk Management Director	X																		Safety committee liaisons in place			
Action: Conduct bi-annual safety inspections through safety monitors in each County building	Risk Management Director																						
2.3.9.1 Performance Measure: Average workers' compensation costs per employee per fiscal year. Target: \$1,200 or less	Risk Management Director	\$1,200 est																					

Santa Fe County Strategic Plan

Responsible Parties		FY18		FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Objective 2.4: Incentivize Sustainable Economic Development																								
Strategy 2.4.1: Utilize special districts when appropriate																								
Action: Create checklist and implementation workflow materials for public improvement districts, tax increment development districts, local economic development act projects, and county improvement districts		Economic Development Manager																						No opportunity zones were designated within unincorporated area of the County.
Action: Track establishment and designation of opportunity zones		Economic Development Manager																						
Action: Create developer toolkit to guide through approvals and buildout		Economic Development Manager/ Planning Manager																						
Strategy 2.4.2: Improve county-targeted economic development clusters																								
Action: Update economic development plan to prioritize economic development strategies		Economic Development Manager																						
Action: Create joint affordable housing and economic development constructs to leverage LEDA for live/work projects		Economic Development Manager/ Housing Director/ Planning Manager																						
Action: Leverage existing county economic development projects including broadband, ecotourism, film, recreation, agriculture, open space and trails by combining with other projects		Economic Development Manager/Film Director	X																					Working on broadband expansion through REDI Net, concept plan for agricultural uses at La Bajada Ranch
Action: Review funding availability to support appropriate public/private partnerships through county policies and regulations		Economic Development Manager																						Will begin after updating Economic Development Plan
2.4.2.1 Performance Measure: Dollars expended by film industry in the County. Target: \$25 million per quarter		Film Office Director	\$27.5 mm																					Estimated quarterly expenditure based on FY2018 annual total of \$110 million
Strategy 2.4.3: Maintain or expand nonresidential, mixed use and institutional zones																								
Action: Facilitate implementation of community plans through SLDC and zoning map and identify nonresidential areas through community, area, and district planning		Growth Management Director	X																					2 community plans underway, review of uses allowed in zoning districts
Action: Facilitate commercial development in appropriate areas		Growth Management Director	X																					Review of non-residential permits ongoing
Action: Identify other potential locations for nonresidential development as community plans are completed		Growth Management Director																						
Action: Revise SLDC Use Matrixes for appropriate scale nonresidential uses in all zoning districts		Growth Management Director	8102/82/50	RECORDED	05/28/2018	CLERK	RECORDED	05/28/2018	CLERK	RECORDED	05/28/2018	CLERK	RECORDED	05/28/2018	CLERK	RECORDED	05/28/2018	CLERK	RECORDED	05/28/2018	CLERK	RECORDED	05/28/2018	SFC
2.4.3.1 Performance Measure: Change in acreage within County nonresidential, mixed use and institutional areas. Target: 0 or less reduction		Growth Management Director	0																					
2.4.3.2 Performance Measure: Non-residential permits reviewed. Target: 10 or more		Growth Management Director	12																					

Santa Fe County Strategic Plan

	Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Strategy 2.4.4: Implement AgriGate web-based tool highlighting food producers, buyers, resources																							
Action: Launch AgriGate tool	Planning Manager	X																		Ongoing. Presented to BCC on 6/12/18			
Action: Increase user participation of AgriGate through outreach to local food producers, buyers, and agricultural resource providers	Planning Manager	X																					
Strategy 2.4.5: Improve workforce training and education programs																							
Action: Identify needs of local employers through survey	Economic Development Manager	X																		125 responses received thus far. Results to be reported to CMO			
Action: Encourage internship programs that bridge local certificate and associate programs to local small business needs	Economic Development Manager																						
Action: Continue to fund Protec job preparatory program at Santa Fe Community College	Economic Development Manager	X																		Four years completed, fifth year designing program around local business needs. \$50,000 for Protec Program included in FY2019 budget			
2.4.5.1 Performance Measure: Percentage of individuals trained through Protec program that retain jobs. Target: 80% or more	Economic Development Manager																						
Strategy 2.4.6: Meet adequate public facilities requirements of SLDC																							
Action: Complete 20-year Capital Improvement Plan (CIP)	Planning Manager																						
Action: Identify capital improvements and associated costs needed for new development	Planning Manager																						
Action: Develop phased schedule to complete CIP	Planning Manager																						
Action: Complete Impact Fee study	Planning Manager																						
Action: Consider County Impact Fees	County Manager																						
Action: Consider all funding sources	County Manager																						
Action: Adopt necessary resolutions/ordinances	Growth Management Director																						

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Responsible Parties		FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
POPULATION GOAL 3: SUPPORT A HEALTHY COMMUNITY																							
Objective 3.1: Connect Residents With Services Needed for Health and Well Being																							
Strategy 3.1.1: Implement Accountable Health Community																							
Action: Procure IT system for Accountable Health Community		X																					Contract scope of work being drafted
Action: Install and configure IT system for Accountable Health Community																							Working with Purchasing to use health care exemption for contractor
Action: Contract with FQHC's for navigation services		X																					Three under contract: La Familia, First Choice, and Pecos Valley
Action: Complete storyteller project																							Contract executed
Action: Contract to develop evaluation plan for the Accountable Health Community		X																					Contract executed, work underway
Action: Implement evaluation plan																							
Action: Implement six priorities identified in the County Health Action Plan		X																					
3.1.1.1 Performance Measure: Number of people navigated to resources needed for health and well-being. Target: 100 or more per quarter		370																					Increase target in future?
Strategy 3.1.2: Increase babies born healthy in the County																							
Action: Provide programs targeted to at-risk women including Medication Assisted Treatment		X																					La Familia and Las Cumbres contracts
Action: Contract with clinics to provide pre-natal care for high risk women		X																					La Familia and Las Cumbres contracts
See also Strategy 3.1.1: Implement Accountable Health Community																							
See also Objective 3.2: Reduce Drug and Alcohol Abuse																							
See also Objective 3.5: Increase Consumption of Healthy Food																							
3.1.2.1 Performance Measure: Percentage of babies born in Santa Fe County weighing less than 2,500 grams (~5.5 pounds). Target: 8.7% or less		10.8%																					Most recent data is from 2016
Objective 3.2: Reduce Drug and Alcohol Abuse																							
Strategy 3.2.1: Train Public Safety Department staff on crisis intervention techniques and mental health related issues																							
Action: Procure contracts for training services																							
Action: Consider increased funding for drug and alcohol abuse treatment services, including detoxification, residential, outpatient, and Medication Assisted Treatment																							
3.2.1.1 Performance Measure: Percent of adults who engaged in binge drinking during the last 30 days. Target: 14.2% or less		14.8%	81	102	82	76	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Most recent data is from 2016
3.2.1.2 Performance Measure: Rate of overdose deaths per 100,000 population. Target: 35 or less per year		32.9																					Most recent data is from 2016

Santa Fe County Strategic Plan

	Responsible Parties	FY2018																FY2019																FY2020																FY2021																FY2022																FY2023																Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
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		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
Strategy 3.2.2: Combat DWI through public awareness and enforcement																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
Action: Issue RFP for public awareness activities	Community Safety Program Manager																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										</

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		Responsible Parties		FY18		FY2019				FY2020				FY2021				FY2022				FY2023				Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
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Strategy 3.3.2: Construct and operate Cerrillos Senior Center																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			

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Responsible Parties		Notes																							
		FY18		FY2019				FY2020				FY2021				FY2022				FY2023					
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			

Objective 3.4: Provide Behavioral Health Services

Strategy 3.4.1: Complete Behavioral Health Crisis Center

Action: Form Design-Build workgroup to define building parameters and establish bridging documents	Community Services Director	X																					Workgroup established, met twice
Action: Issue Design-Build RFP to Remodel 2052 Galisteo	Community Services Director																						RFP awaiting for NM Department of Health promulgation of regulations
Action: Remodel 2052 Galisteo	Community Services Director/Public Works Director																						
Action: Identify temporary location for CSD if needed	Community Services Director	X																					Locations being explored, may not be necessary with County Admin Office completion
Action: Negotiate contract for Crisis Center operations	Community Services Director																						
Action: Open Crisis Center	Community Services Director																						
Action: Operate mobile crisis response team	Community Services Director	X																					Contract in place with Presbyterian Medical Services

Strategy 3.4.2: Reduce suicides in County

Action: Enhance partnerships with schools, state, and other programs	Behavioral Health Program Manager	X																					Contracts with Santa Fe Prevention Alliance and SOS. Proposed partnership with Department of Health regarding youth and opiate use/suicide
Action: Participate in prevention alliance activities	Behavioral Health Program Manager	X																					
Action: Coordinate youth program funds with Santa Fe Public Schools and other stakeholders	Teen Court Manager																						
Action: Contract for mobile crisis services	Community Services Director	X																					Contract in place with Presbyterian Medical Services
Action: Obtain funding for Zero Suicide program	Behavioral Health Program Manager	X																					Funding approved for FY2019
Action: Provide annual suicide heat maps from CAD	GIS Manager																						

See also Strategy 1.4.1, Create a Youth Services Division within Community Services Division

3.4.2.1 Performance Measure: Suicide rate per 100,000 population. Target: 19.2 or less	Behavioral Health Program Manager																						Most recent data is from 2016
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Responsible Parties		FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Objective 3.5: Increase Consumption of Healthy Food																							
See Also Strategy 3.3.3: Serve healthy delivered and congregate meals through senior centers																							
Strategy 3.5.1: Coordinate County food and agricultural priorities with City/County Food Policy Council																							
Action: Serve on Food Policy Council	Health Services Director/ Community Planner	X																					
Action: Contract for coordination of Food Policy Council	Health Services Director	X																		New RFP planned			
Action: Implement goals identified in Food Policy Council Food Plan	Health Services Director/ Planning Manager	X																					
3.5.1.1 Performance Measure: Percent of adolescents consuming 5 or more servings of fruit and vegetables per day. Target: 27% or more	Health Services Director																			Most recent data is from 2016			
3.5.1.2 Performance Measure: Percent of adults consuming 5 or more servings of fruit and vegetables per day. Target: 20% or more	Health Services Director	27.8%																		Most recent data is from 2016			
Strategy 3.5.2: Provide community nutrition education																							
Action: Provide education at senior centers	Senior Services Program Manager	X																		Working with NMSU ICAN program for monthly training at each center			
Action: Coordinate with NMSU to provide quarterly training at County meal sites	Senior Services Program Manager	X																		Working with NMSU ICAN program for monthly training at each center			
Strategy 3.5.3: Collaborate with local farmers to provide fresh, locally-grown produce	Senior Services Program Manager																			First order of fruit received July 2018			
See also Strategy 2.4.4: Implement AgriGate web-based tool																							
Strategy 3.5.4: Promote healthy food for youth, including Lunch Box Express, Farmers Market, and Cooking With Kids programs																							
Action: Prioritize youth funding to meet Health Action Plan goals, including healthy food	Teen Court Manager	X																					
Action: Implement Edgewood Senior Center demonstration garden	Senior Services Program Manager/ Planning Manager																						
See also Strategy 1.4.1: Create a Youth Services Division within Community Services Division																							
3.5.4.1 Performance Measure: Number of individuals receiving nutritional education from County. Target: 160 or more per quarter	Senior Services Director	427																		1,709 individuals received education in all of FY2018. Consider increasing target			

8102/28/09 SEC CLERK RECORDED 09/28/2018

Santa Fe County Strategic Plan

			FY18	FY2019				FY2020				FY2021				FY2022				FY2023				
	Responsible Parties		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Notes
Objective 3.6: Provide Recreational Amenities																								
Strategy 3.6.1: Maintain existing open space trails and parks		Planning Manager/ Public Works Director/ Community Services Director	X																					
Action: Adopt Open Space Trails and Parks (OSTP) strategic plan		Planning Manager																						
Action: Implement OSTP strategic plan		Planning Manager/ Public Works Director/ Community Services Director																						
Action: Develop and implement OSTP management plans		Planning Manager/ Public Works Director/ Community Services Director	X																					
3.6.1.1 Performance Measure: Percent of OSTP strategic plan task list items completed per year. Target: 30%																								
Strategy 3.6.2: Maintain and operate parks and recreational facilities																								
Action: Coordinate rentals of community centers, Stanley Cyclone center, and Pojoaque ball fields		Community Operations Program Manager	X																					Finalizing contract for Stanley Cyclone event coordinator. Launched marketing campaign for Stanley Cyclone Center April/May 2018. Leagues using Pojoaque fields.
Action: Maintain level of service for approximately 6,600 acres of OSTP		Public Works Director	X																					
3.6.2.1 Performance Measure: Percent year-over-year change in miles of trails maintained by County. Target: 0% or greater		Public Works Director	29.6%																					Increased from 46.5 to 60.25 miles during FY2018 through El Camino Real Trail Head and I-25/NM14 interchange
3.6.2.2 Performance Measure: Percent year-over-year change in acres open space maintained by County. Target: 0% or greater		Public Works Director	0%																					No change FY2018 versus FY2017
Strategy 3.6.3: Improve opportunities for recreation with social opportunities																								
Action: Develop and coordinate social opportunities at Stanley Cyclone Center and Pojoaque ball fields		Community Operations Program Manager	X																					Finalizing contract for Stanley Cyclone event coordinator. Launched marketing campaign for Stanley Cyclone Center April/May 2018. Leagues using Pojoaque fields.
Action: Provide social, educational and recreational activities for seniors		Senior Services Program Manager	X																					
See also Strategy 1.4.1, Create a Youth Services Division within Community Services Department																								

Santa Fe County Strategic Plan

		Responsible Parties																Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
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Objective 3.7: Provide a Comprehensive Wellness Program Benefitting County Employees and Their Families																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
Strategy 3.7.1: Provide education and training for healthy lifestyles																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
Action: Support Bike-To-Work week via annual Commission resolution		X																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														

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Santa Fe County Strategic Plan

POPULATION GOAL 4. BE A PROFICIENT, TRANSPARENT, AND ACCESSIBLE GOVERNMENT

		Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
POPULATION GOAL 4: BE A PROFICIENT, TRANSPARENT, AND ACCESSIBLE GOVERNMENT																								
Objective 4.1: Recruit and Retain Highly Qualified Employees																								
Strategy 4.1.1: Provide well-rounded, consistent, market-relevant employee compensation																								
Action: Consider annual COLA, merit pool, benefit changes, and collective bargaining agreement changes		HR Director/ Finance Director	X																			COLA, insurance tier changes, and earmark for collective bargaining included in FY2019 interim budget		
Action: Obtain employee feedback on insurance benefits		HR Director																				Survey to occur during open enrollment		
Action: Analyze positions that are difficult to fill, have high vacancy rates, or high turnover rates		HR Director	X																			Evaluated and recommended appropriate salary changes		
Action: Conduct compensation classification studies		HR Director	X																			Recently studied classifications at Fire Department and RECC		
4.1.1.1 Performance Measure: Percent change in medical insurance premium. Target: 2% or less increase		HR Director	40%				1%															1% increases effective January of 2018 and 2019		
4.1.1.2 Performance Measure: Countywide turnover rate in first year of employment. Target: 10% or less		HR Director	2%																					
4.1.1.3 Performance Measure: Countywide turnover rate. Target: 10% or less		HR Director	1%																					
4.1.1.4 Performance Measure: Countywide vacancy rate. Target: 20% or less		HR Director	10%																					
Strategy 4.1.2: Enhance employee evaluation and performance management process																								
Action: Evaluate employee review process (electronic processing, more frequent feedback, etc.)		HR Director																				In process to automate form		
Action: Implement process improvements		HR Director																						
Strategy 4.1.3: Document and review business processes and procedures																								
Action: Emphasize importance of employee desk manuals to all staff		County Manager	X																			Discussed in director's meetings		
Action: Create system to receive and compile documented business processes and procedures		Compliance Coordinator																				Business process template created		
Action: Create schedule for employees to document business processes and procedures		Compliance Coordinator																						
Action: Populate list of business processes and procedures to be documented		Compliance Coordinator																						
Action: Compile set of business processes and procedures for employee reference		Compliance Coordinator																						
Action: Update Accounting Manual		Accounting & Finance Reporting Manager																						

Santa Fe County Strategic Plan

		FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
Responsible Parties		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Strategy 4.1.4: Enhance employee morale to increase retention																							
Action: Develop career ladders within compensation classes		HR Director	X																				Recently created Risk Management Supervisor, Booking Supervisor, PM III, Operations Managers at Assessor and CSD, Reorganized IT
Action: Educate employees on value of retirement benefits		HR Director	X																				Added PERA classes to training schedule and RIO account training to new employee orientation
Action: Conduct regular recruitment initiatives for key positions with high vacancies		HR Director																					
See also Objective 3.7, Provide a Comprehensive Employee Wellness Program Benefiting County Employees and their Families																							
4.1.4.1 Performance Measure: Percent of County employees satisfied with County internal services as measured through annual survey. Target: 80% or more		HR Director/ Finance Director	NA																				
Objective 4.2: Use Technology and Business Processes Wisely																							
Strategy 4.2.1: Improve internal purchasing processes																							
Action: Schedule monthly procurement meetings with senior management of each department		Procurement Manager																					
Action: Schedule and complete quarterly trainings of procurement user group		Procurement Manager																					
Action: Initiate implementation of eProcurement after studying costs, security issues, and confidentiality requirements		Procurement Manager/ IT Director																					
Action: Research unused capabilities of Superior procurement module		Procurement Manager/ IT Director																					Scheduling system optimization training with Superior
4.2.1.1 Performance Measure: Number of Countywide emergency procurements. Target: 3 or less		Procurement Manager	3																				Chiller repair at courthouse, HVAC repair at senior center, emergency food purchase at senior center
4.2.1.2 Performance Measure: Average number of business days to create a small purchase Purchase Order from receipt of complete packet. Target 2 business days or less		Procurement Manager	NA																				
4.2.1.3 Performance Measure: Average number of business days from advertisement to contract award using RFP process. Target: 72 business days or less		Procurement Manager	78																				Will begin tracking for FY2019Q1 7 RFP awards completed ranging from 27 to 175 days
4.2.1.4 Performance Measure: Average number of business days from advertisement to contract award using IFB process. Target: 43 business days or less		Procurement Manager																					24 IFB awards completed ranging from 27 to 159 days

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Santa Fe County Strategic Plan

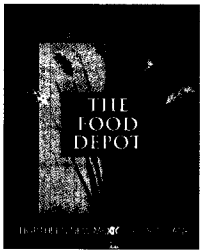
	Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Strategy 4.2.2: Modernize County banking processes																							
Action: Issue RFP for countywide payment card acceptance services	Treasurer/ IT Director																			RFP being drafted			
Action: Review County IT infrastructure compliance with Payment Card Industry-Data Security Standards	IT Director																						
Action: Develop payment card acceptance policy	Finance Director																						
Action: Train employees on handling of payment card information	Finance Director																						
Action: Begin widespread acceptance of payment cards at County offices	Finance Director																						
Action: Conduct vendor ACH pilot project	Finance Director																						
4.2.2.1 Performance Measure: Percentage of Countywide accounts receivable payments received by payment card. Target: 5% or more	Finance Director	3.2%																		1,644 payments by card out of 51,871 total payments			
4.2.2.2 Performance Measure: Percentage of County permanent and term employee payroll distributions paid by direct deposit. Target: 90% or more	Finance Director	91.8%																		Excludes volunteer firefighters and temporary employees			
4.2.2.3 Performance Measure: Percentage of County vendor payments paid by ACH or debit card. Target: 5% or more	Finance Director	3.7%																					
Strategy 4.2.3: Streamline land development review process for customers																							
Action: Review business process and customer experience	Growth Management Director																			Website update underway			
Action: Increase access to information for staff and public	Growth Management Director																			Preparing new checklists for applications			
Action: Identify permits that can be accepted through on-line applications	Building & Development Services Manager																			Online film permit application pilot underway			
Action: Analyze success of on-line film permit applications	Building & Development Services Manager																						
Action: Develop online application process	Growth Management Director																						
Action: Implement IT/GIS architecture	Growth Management Director/ IT Director																						
See also Strategy 4.2.2: Increase County Acceptance of Payment Cards																							
4.2.3.1 Performance Measure: Percent of permits issued within timeframe allowed by SLDC. Target: 90% or more	Growth Management Director	92.6%																		Excluding permits with violations brings measure to 95%			
4.2.3.2 Performance Measure: Percentage of film permit applications processed online. Target: 100%	Growth Management Director	NA																		Online application will not be implemented until FY2020			

Santa Fe County Strategic Plan

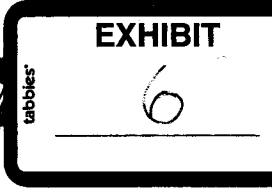
Responsible Parties		FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Strategy 4.2.4: Aid constituents in accessing public information																							
Action: Fully comply with the Inspection of Public Records Act		County Attorney	X																				
Action: Maintain a user-friendly and updated County website		Communications Coordinator	X																				
Action: Provide interactive mapping tools for ease in identifying zooming, floodplains, terrain, and permit tracking		GIS Manager	X																			County staff map tool developed	
4.2.4.1 Performance Measure: Percent of IPRA requests responded to timely. Target: 100% County Attorney		100%																					
Strategy 4.2.5: Maintain current and correct property values																							
Action: Train employees on best practices and supervisors on leadership development		County Assessor	X																				
Action: Review deeds, affidavits, building permits, and mobile homes		County Assessor	X																				
4.2.5.1 Performance Measure: Number of real property parcels reassessed quarterly. Target: 3,700 or more		County Assessor	3,759																			Reassessments vary greatly by quarter. Expect to reassess 8,500 parcels in FY2019Q1-Q2	
4.2.5.2 Performance Measure: Number of constituent walk-ins to Assessor's Office. Target: ? Or less		County Assessor																					
4.2.5.2 Performance Measure: Percent of constituents satisfied with Assessor's Office customer service measured through annual survey. Target: 100%		County Assessor	94%																			76 out of 81 reviews during FY2018 rated CAO 4 or 5 star.	
Strategy 4.2.6: Maintain public records in a secure and accessible manner																							
Action: Train employees on public records retention and destruction process		County Attorney																				Finance to receive training August 2018	
Action: Revise County records retention schedule		County Attorney																					
Action: Seek BCC approval of revised records retention schedule		County Attorney																					
Action: Remind employees to review documents eligible for destruction		County Attorney																					
4.2.6.1 Performance Measure: Number of records boxes properly destroyed. Target: 15 boxes or more		County Attorney	5																			66 boxes destroyed through all of FY2018	
Strategy 4.2.7: Ensure County cash balances and investments are safe, liquid, and generating return																							
Action: Procure new Custody Banking Services contract		County Treasurer	X																			RFP issued April 2018, ongoing	
Action: Implement Investment Policy		County Treasurer																					
Action: Enhance reporting to Investment Committee		County Treasurer																					
Action: Analyze liquidity needs to increase County core portfolio if appropriate		County Treasurer																					
Performance Measure: Portfolio yield exceeding federal fund rates in basis points. Target: 20 bps		County Treasurer	-32 bps																			FY2018 average fed funds rate 1.39%, County portfolio yield of 1.07%	
Strategy 4.2.8: Enhance performance-based budgeting																							
Action: Develop template for performance measure reporting		Finance Director	X																				
Action: Determine performance measures for programs, divisions, and departments		Finance Director	X																			Strategic plan adopted by BCC 6/26/18	
Action: Implement departmental quarterly performance-based budgeting reporting		Finance Director		X																			

Santa Fe County Strategic Plan

		Responsible Parties	FY18	FY2019				FY2020				FY2021				FY2022				FY2023				Notes
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Strategy 4.2.9: Provide exceptional Human Resource services																								
Action: Streamline Human Resource processes by increasing use of electronic processes			HR Director	X																		Implemented electronic request to fill form in FY2018Q4		
4.2.9.1 Performance Measure: Average number of business days to fill position from date advertised. Target: 30 business days or less			HR Director	21.3 days																				
Strategy 4.2.10: Transition to Electronic Board Meeting Materials																								
Action: Obtain quotes for software and hardware			IT Director	X																				
Action: Receive demo, receive requirements from County Manager's Office, purchase software and hardware and train users on use of software			IT Director																					
Objective 4.3: Prioritize Work to Focus on Essential Functions																								
Strategy 4.3.1: Prioritize staff work and communication related to projects, procurement, and planning																								
Action: Establish project teams for high-level projects			Deputy County Manager	X																		Expanded attendance at project regular staff meetings		
Action: Train project managers on project management skills			Deputy County Manager																			Training curriculum being developed		
Strategy 4.3.2: Complete capital projects on time and on budget																								
Action: Prioritize capital requests to target health and safety			County Manager	X																		FY2019 capital package prioritized.		
Action: Tailor capital planning to meet long-term infrastructure needs in accordance with SLDC, Sustainable Development Areas, and Adequate Public Facilities Assessments			Growth Management Director	X																				
Action: Consider funding for grant services position in FY2020 budget			Finance Director																			Property control building relocation in progress		
Action: Evaluate utilization of existing facilities for relocation or closure based on geographic, demographic, and other data			Public Works Director	X																		Projects identified in Title VI plan. Developing schedule and funding		
Action: Address accessibility and code compliance issues throughout County facilities			Public Works Director	X																		RFP issued April 2018. Contract Award anticipated August 2018		
Action: Procure design-build team for County Administrative Office construction and remodel			Deputy County Manager	X																		Purchasing, Treasurer records remain		
Action: Empty Catron Street Courthouse of all stored materials			Deputy County Manager	X																				
Action: Demolish Catron Street Courthouse			Deputy County Manager																					
Action: Construct County Administrative Office			Deputy County Manager																					
Action: Remodel Grant Street Complex			Deputy County Manager																					
See also Strategy 4.3.1: Create staff steering committee																								
4.3.2.1 Performance Measure: Percent of capital projects on schedule. Target: 80% or more			Public Works Director	NA																		Coordinating to develop project tracking database.		
4.3.2.2 Performance Measure: Percent of capital projects on budget. Target: 80% or more			Public Works Director	NA																		Coordinating to develop project tracking database.		
4.3.2.3 Performance Measure: Square footage leased office space for County operations. Target: 20,000 square feet or less			Public Works Director	19,016																				



NEIGHBOR to
NEIGHBOR
Food Drive



Santa Fe County
7th Annual Neighbor to Neighbor Food Drive
Benefiting The Food Depot
Monday, August 27th through Friday, September 14, 2018

*Hunger is a growing crisis in Northern New Mexico.
It is often hidden, but it affects one of every five people and one of every four children in our state.*

What to Do: Fill a bag or two with non-perishable food items (see below for most-needed items). Then bring your bags to one of the Santa Fe County pick-up sites listed below. All the donated food and items will be picked up by a Food Depot truck.

**Santa Fe County donation drop off sites available between 8:00 am and 5:00 pm Monday through Friday.
Food donations will be picked up at 12:00 noon on September 14, 2018 at these sites:**

County Administrative Office Building 102 Grant Avenue Santa Fe, NM 87501	Project Management Office 901 West Alameda, suite 20-C (In the Solana Center complex) Santa Fe, NM 87501
Community Services Department 2052 Galisteo St. Santa Fe, NM 87501	El Rancho Senior Center 394 County Road 84 El Rancho, NM 87506
Public Safety Complex 35 Camino Justicia Santa Fe, NM 87508	Santa Cruz Senior Center (Abedon Lopez Community Center) 155 A Camino De Quintana Santa Cruz, NM 87567
Public Works Department 424 NM 599 Frontage Road Santa Fe, NM 87504	

**Santa Fe County donation drop off sites available daily.
Food donations will be picked up at 12:00 noon on September 14, 2018 at these sites:**

Hondo / Eastern Regional Fire Station #645 Old Las Vegas Highway Santa Fe, NM 87505	Rancho Viejo / Western Regional Fire Station 37 Rancho Viejo Blvd. Santa Fe, NM 87508
Pojoaque / Northern Regional Fire Station 17919 US Highway 84/285 Santa Fe, NM 87506	

Most Needed Items:

- Food**
- Peanut Butter (or other seed or nut butters), Canned Tuna, Salmon & Meats
 - Milk--Dried or Evaporated
 - Canned Fruits & Vegetables Soups, Canned & Dried Nuts and Seeds, Beans, Canned & Dried Pantry Staples: Flour, Cornmeal, Spices Infant Formula & Baby Food

Household and Pet Food

- Hygiene Products
- Dish Soap
- Deodorant, Toothpaste, Toothbrushes, Shampoo, Conditioner, Toilet Paper, Disposable Diapers
- Dry or Canned Dog Food/Dry or Canned Cat Food

Please Note: The following items CANNOT be accepted by The Food Depot: perishable and frozen foods, home-cooked and home-canned foods (such as jams and jellies), bulk foods that you packed, and opened packages of food.

Monetary donations by check are also gratefully accepted (Make checks out to The Food Depot, put your neighborhood name on the check and mail to: The Food Depot, 1222 A Siler Rd. Santa Fe, NM, 87507. You will receive a receipt). Each \$1 donated = 5 lbs. of food and provide four meals!

If you have questions, please call Linda Wilder Flatt at 474-8028 or Mona Ruark at The Food Depot at 471-1633 x 112

Thank You So Much For Sharing With Your Community!

SFC CLERK RECORDED 09/28/2018

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3

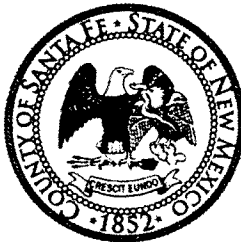


EXHIBIT
7
tabbies

Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: August 28, 2018

To: Santa Fe County Board of County Commissioners

From: Stephanie Schardin Clarke, Finance Director

Via: Katherine Miller, County Manager

RE: Finance and Purchasing Report for the Month Ending July 31, 2018

SFC CLERK RECORDED 09/28/2018

ISSUE

The following report summarizes the financial and purchasing activities of Santa Fe County (SFC) through the end of July 2018, Fiscal Year 2019 (July 1, 2018 through June 30, 2019).

BACKGROUND

This report presents unaudited revenue and expenditure results across all funds, including details on the general fund, gross receipts tax revenues, and property tax revenues. Revenues and expenditures are presented exclusive of transfers. Overall, recurring revenues are up \$1.4 million, or 17.3%, over the same period in the previous fiscal year due primarily to growth in tax collections. Recurring expenditures are up \$0.5 million due to salaries and benefits.

RECURRING REVENUES

Through July 31st of Fiscal Year 2019, revenue collections across all SFC funds totaled \$9.4 million. Total revenue is comprised of taxes, fees, fines, grants, joint powers agreement receipts, subsidies and miscellaneous revenue sources. Total revenue collected through July 31, 2018 exceeded Fiscal Year 2018 for the same period by \$1.4 million, a 17.3% increase.

See the table below for detailed comparison of year-over-year revenue results.

	FY18 YTD	FY19 YTD	Difference	Percent Change
SFC Property Tax Revenue	\$ 1,080,275	\$ 1,369,186	\$ 288,911	26.7%
Gross Receipts Tax	4,453,047	6,188,436	1,735,389	39.0%
Charges for Services	1,859,962	1,223,433	(636,529)	-34.2%
Other Taxes Collected	101,881	114,816	12,935	12.7%
Intergovernmental and Subsidies	249,836	391,912	142,076	56.9%
Misc. Revenue	180,964	9,785	(171,179)	-94.6%
Licenses, Permits & Fees	47,463	60,830	13,367	28.2%
Fines & Forfeitures	8,305	5,765	(2,540)	-30.6%
Total Recurring Revenue	\$ 7,981,733	\$ 9,364,163	\$ 1,382,430	17.3%

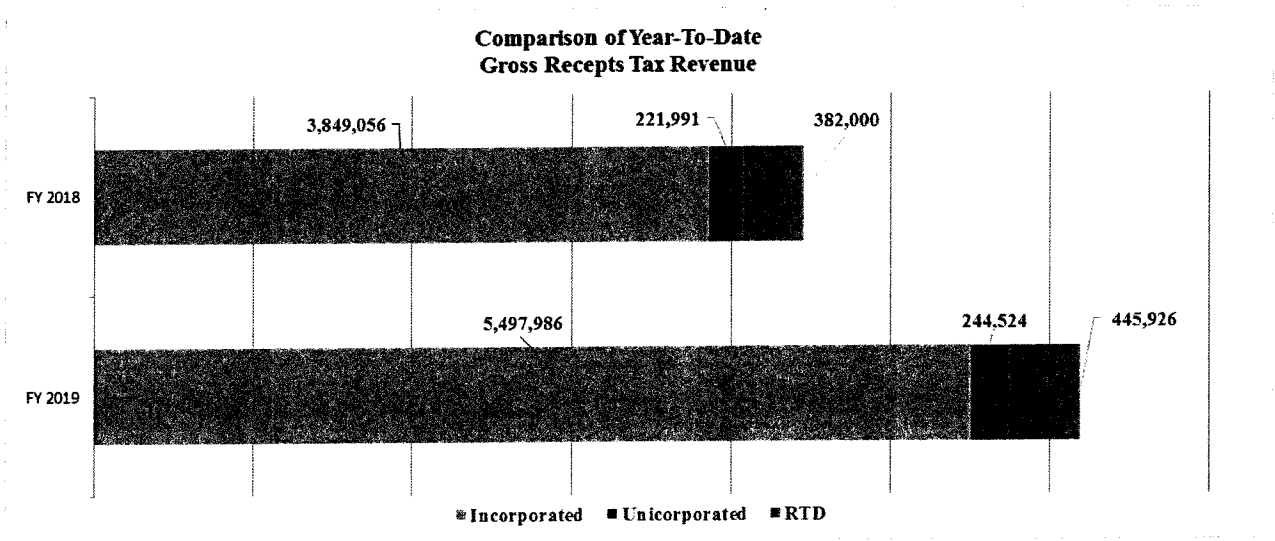
Gross Receipts Tax:

Gross receipts tax collections totaled \$6.2 million through July 31st of Fiscal Year 2019, an increase of \$1.7 million (39.0%) over the same period in the previous fiscal year. In Fiscal Year 2018, Santa Fe County enacted and began to realize income from the new gross receipts tax increment in the period ending March 31, 2018.

Total gross receipts tax collections include 13 increments, 10 of which are imposed in the incorporated area, including both city and county, and three of which are imposed only in the unincorporated area.

Fiscal year-to-date collections include \$0.4 million collected as a “pass through” for the Regional Transit District (RTD).

The following chart presents year-over-year comparison of gross receipts tax collections for the incorporated area of SFC, the unincorporated area of SFC, and the RTD pass-through increment.

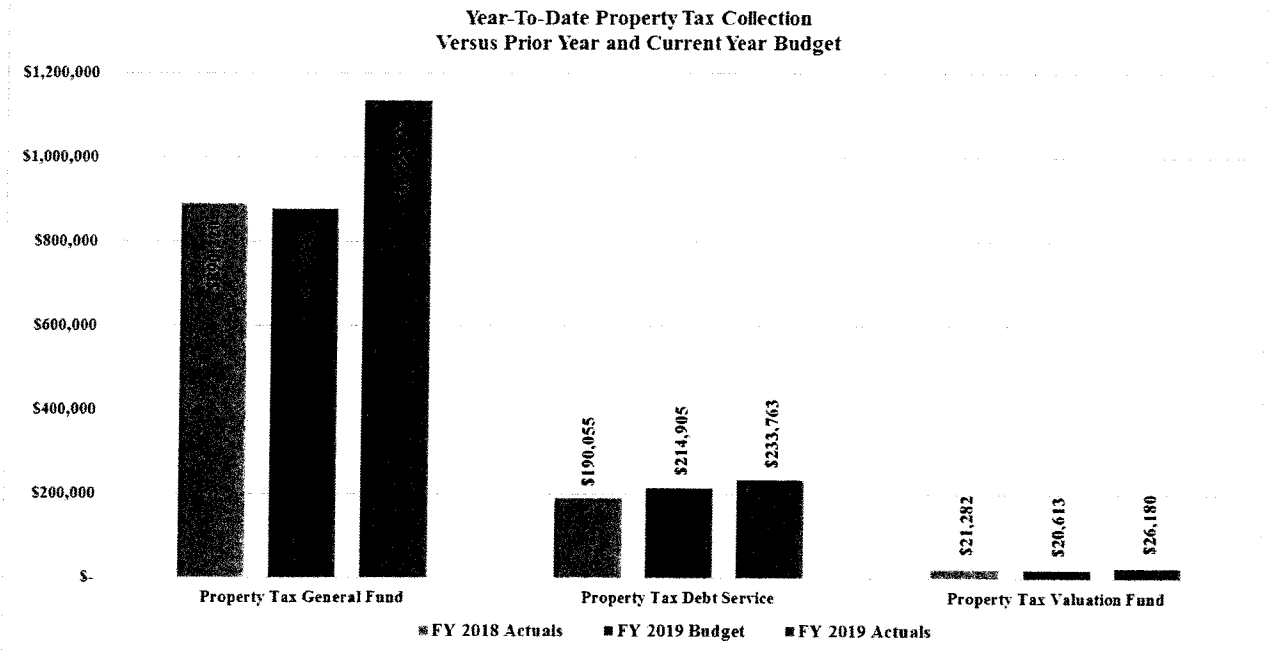


Property Tax:

Through July 31st of Fiscal Year 2019, property tax revenue collections were \$1.4 million (excluding the Property Valuation Fund), \$0.3 million higher than the same period in the previous fiscal year, an increase of 26.7%.

Collection of property taxes is currently \$0.3 million above budget for Fiscal Year 2019. The largest months of property tax collections occur during the months of January, June, and December, which correlate with tax due dates.

Revenue received from property tax goes to the general fund, to pay debt service on General Obligation Bonds, and to the property valuation fund. The following chart presents a year-over-year comparison of these components, as well as comparison to budgeted amounts for Fiscal Year 2019.



Other Revenues:

Charges for services totaled \$1.2 million through July 31st of Fiscal Year 2019, down \$0.6 million, or 34.2%, over the same period last year. The decrease is related to the SFC’s self insurance charges for the month of July 2018 not being transfered to the Self Insurance Fund until August 2018 for a total of \$0.7 million. Taking this into consideration, charges for services remained flat compared to the same period of the previous fiscal year.

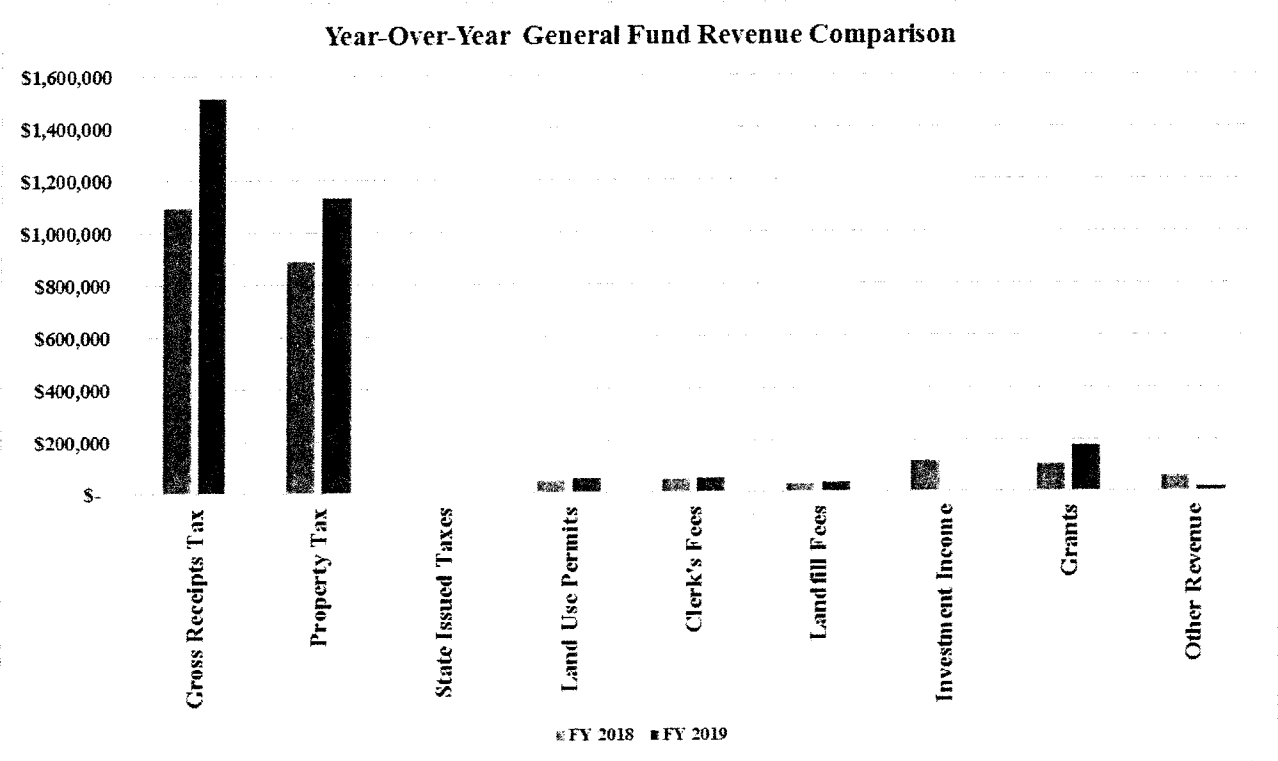
Miscellaneous revenue decreased by \$0.2 million, or 94.6%, over the same period of the prior fiscal year. As of the date of this report, the reconciliation of the investments was not complete. Investment income for the same period of the previous fiscal year was \$0.1 million, and July 2018 earnings are expected to be in line with the earnings from the same period in the previous fiscal year. In addition, the Top of the World water rights lease payment for 2018 of \$30,000 was paid early in May 2018.

GENERAL FUND REVENUES

Of the \$9.4 million total revenues collected in July of Fiscal Year 2019, \$3.0 million was general fund revenue. General fund revenue in July of Fiscal Year 2019 was \$0.6 million above the amount collected in the same period of Fiscal Year 2018. The two largest increases for the reporting period were property tax, up \$0.4 million, and gross receipts tax, up \$0.2 million. As with the countywide

revenue analysis, investment income decreased from the prior fiscal year period by \$0.1 million for the General Fund because the reconcilaition for the investments is not completed as of the date of this report.

The graph below presents a comparison of Fiscal Year 2019 and Fiscal Year 2018 year-to-date general fund revenue collections.



RECURRING EXPENDITURES

Total recurring expenditures through July 31st of Fiscal Year 2019 were \$5.7 million, an increase of \$0.5 million, or 9.0%, compared to the same period of the previous fiscal year.

The following table presents total recurring expenditures by expense category.

	FY18 YTD	FY19 YTD	Difference	Percent Change
Salaries & Benefits	\$ 4,170,966	\$ 4,747,790	\$ 576,824	13.8%
Services	389,119	398,288	9,169	2.4%
Other Operating Costs	494,437	471,944	(22,493)	-4.5%
Insurance & Deductibles	50	705	655	1310.0%
Healthcare Assistance Programs	1,800	600	(1,200)	-66.7%
Supplies	67,920	9,717	(58,203)	-85.7%
Maintenance	25,027	9,102	(15,925)	-63.6%
Vehicle Fuel & Maintenance	49,879	40,701	(9,178)	-18.4%
Public Safety Expenses	10,745	93	(10,652)	-99.1%
Travel	3,349	5,421	2,072	61.9%
Total Recurring Expenses	\$ 5,213,292	\$ 5,684,361	\$ 471,069	9.0%

The year to date expenditures for Fiscal Year 2018 were restated compared to the previous Finance Division report for the reporting period due to data accumulation errors in the previous data collection method. Total expenditures for Fiscal Year 2018 were reduced by \$2.6 million as a result of the reduction in salaries and benefits (\$0.9 million), maintenance (\$0.2 million), services (\$0.9 million), supplies (\$0.2 million), and other operating costs (\$0.2 million).

Salary and benefit expenses totaled \$4.7 million through July 31st of Fiscal Year 2019, an increase of \$0.6 million (13.8%) over the same period in the previous fiscal year. This primarily reflects an increase in insurance claims and administrative fees of \$0.2 million. As the County continues with its self insurance plan, calendar year 2019 represents the County's second fully-mature claim year.

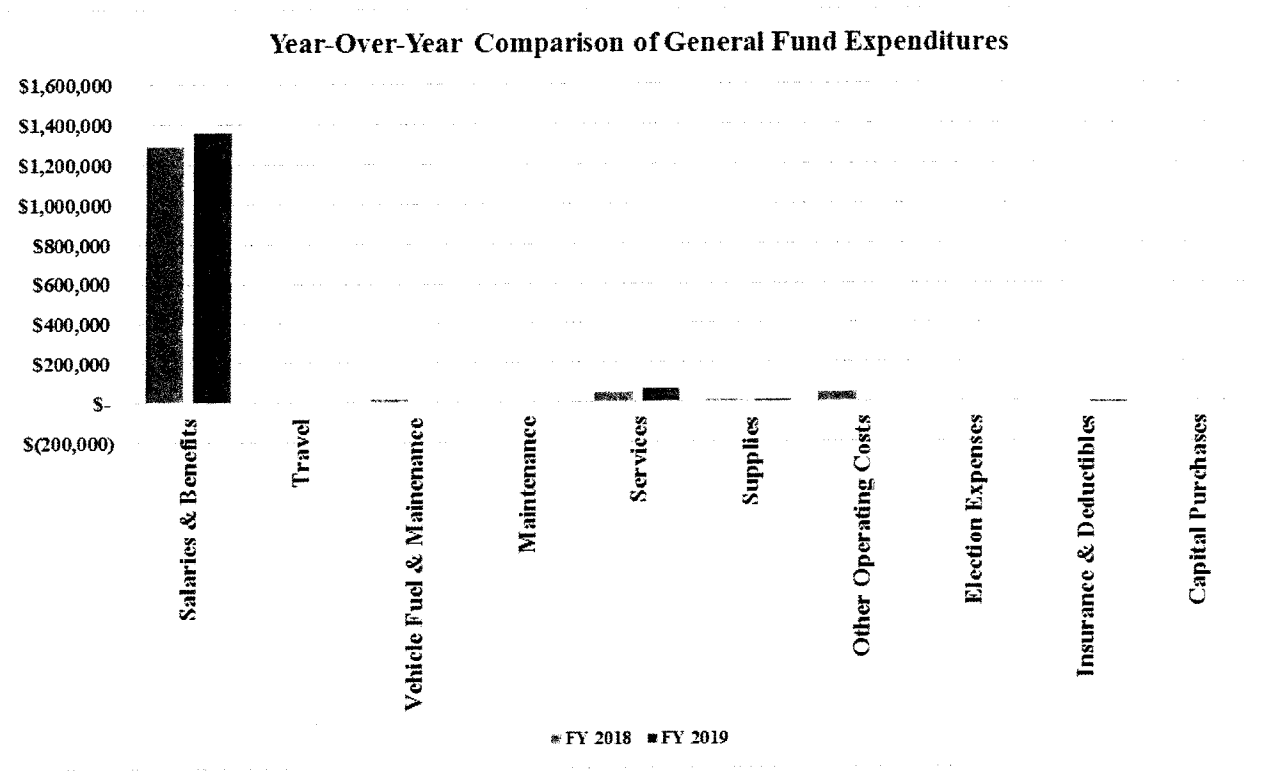
The decrease in the other expenditure categories resulted from accounting policy changes in the year-end processes for accounts payable accruals and purchase order (PO) rollover. Beginning with Fiscal Year 2018, in accordance with Generally Accepted Accounting Principles (GAAP) and to improve adherence to approved operating budgets, all known services rendered and goods received through June 30, 2018 are being recorded as Fiscal Year 2018 expenditures. The Finance Division extended the amount of time, currently through August 24, 2018, departments have to process Fiscal Year 2018 invoices. As a result of this change, the number of prior year invoices being processed using prior year POs in the current fiscal year has been almost entirely eliminated. Currently, the only POs being rolled over into Fiscal Year 2019 are related to capital projects. This change will ensure liabilities and related expenditures are recorded in the fiscal year the expenditures were incurred, in accordance with GAAP.

Reported expenditures exclude the following non-recurring costs: capital purchases of \$0.9 million, subsidies through the down payment assistance program of \$20,000, and debt service on bonds totaling \$11.9 million.

GENERAL FUND EXPENDITURES

Of the \$5.7 million total expenditures for July 31st of Fiscal Year 2019, \$1.4 million were from the general fund. In comparison to Fiscal Year 2018, general fund expenditures grew by \$32,793 or 2.3%. General fund expenditures for salaries and benefits were \$67,228 greater than the same period in the prior year, while other operating costs were \$5,365, \$43,274 lower as a result of certain utility payments for Fiscal Year 2016 being processed as as Fiscal Year 2018 expenditures. The other expenditure categories remained flat with the same period in the prior fiscal year.

The following chart compares year-to-date general fund expenditures in Fiscal Years 2019 and 2018.



OTHER FINANCIAL INFORMATION

Finance Division staff continues to monitor hold harmless distribution payments from the New Mexico Taxation and Revenue Department (NMTRD). We believe a large statewide vendor may have been incorrectly reporting food or medical deductions. As a result of the Division’s efforts to obtain clarification from NMTRD, the County has experienced increased payments of the Hold Harmless distributions in July 2018. We are working to confirm with NMTRD the error is resolved.

During Fiscal Year 2018, the Division implemented for the first time the process of closing accounting periods on a monthly (versus annual) basis. The first 12 periods in Fiscal Year 2018 have been closed. The Finance Division will use subsequent accounting periods (i.e. 13, 14, and 15) to prepare for the annual audit of the CAFR. The process of monthly closes will ensure a smoother year-end close and greater preparation for our annual external audit. We have begun

working with SFC’s external auditors to plan the Fiscal Year 2018 audit timeline, which calls for a draft of the CAFR to be sent to the auditor during the first half of October 2018.

The Finance Division will close Fiscal Year 2019 period 1 (July 2018) on August 31, 2018.

The Finance Division is working to document its procedures and business processes to provide for smoother staff transitions and to enhance internal controls. Year-end and monthly closing procedures are being developed currently with input from all involved staff of Finance and Purchasing.

PURCHASING DIVISION ACTIVITIES

The table below presents year-to-date purchasing activity in Fiscal Year 2019 compared to activity through the same period of Fiscal Year 2018. The volume of activity has increased 105.6% over the previous fiscal year. Activity has increased in issuances of requests for proposals, leases, memorandums of understanding, and amendments. Activity has decreased for letters of interest and price agreements.

	FY18 YTD	FY19 YTD	Difference	Percent Change
Requests for Proposals	1	3	2	200.0%
Invitations for Bids	4	4	-	0.0%
Letters of Interest	4	2	(2)	-50.0%
Leases	-	8	8	#DIV/0!
Price Agreements	5	2	(3)	-60.0%
Memorandums of Understanding	1	5	4	400.0%
Memorandums of Agreement	-	-	-	#DIV/0!
Change Orders	-	-	-	#DIV/0!
Amendments	3	13	10	333.3%
Total Procurments	18	37	19	105.6%

The table below presents Fiscal Year 2019 year-to-date purchase orders issued, encumbered amounts, and invoiced/expended amounts, compared to the same period in the prior fiscal year. The number of purchase orders issued has decreased by 1.6% over the previous year, while the amount encumbered has decreased by 33.8%, or by \$3.3 million. There was a significant variance in amounts invoiced / expended due to the beginning of the fiscal year.

Purchase Orders				
	FY18 YTD	FY19 YTD	Difference	Percent Change
Purchase Orders Issued	954	939	(15)	-1.6%
Amount Encumbered	9,839,393	6,514,380	(3,325,013)	-33.8%
Amount Invoiced / Expended	8,720,240	1,004,671	(7,715,569)	-88.5%

The Purchasing Division assisted all County staff with initiating Fiscal Year 2019 purchasing transactions. Staff assisted various divisions in closing many dated purchase orders to allow unnecessary encumbrances to liquidate, freeing up cash for other purposes.

The Purchasing Division is in the process of filling one vacancy.

SFC CLERK RECORDED 09/28/2018