

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: February 14, 2018
To: Board of County Commissioners
From: Penny Ellis-Green, Growth Management Director *VE for PEG*
Via: Katherine Miller, County Manager
Re: Growth Management Monthly Report January 2018

This report is a summary of projects for Growth Management with statistics from January 2018. Growth Management consists of 4 divisions; Planning, Economic Development, GIS and Building and Development Services.

Planning Division

Affordable Housing

Staff received three applications for the Happy Roof Program in January. Staff is selecting contractors to complete the work on these three homes. The homes are located in Chimayo, Santa Cruz and the Eldorado area.

Open Space

Open Space staff attended the Santa Fe River Traditional Community Collaborative meeting on January 11, 2018. At this meeting, Pat Longmire from NMED gave a presentation on monitoring pharmaceuticals in water and rivers.

BLM and Santa Fe County jointly applied for and received an assistance grant through the National Parks Service Rivers, Trails and Conservation Assistance Program in 2017. The project will develop a trail master plan on BLM land adjacent to Thornton Ranch Open Space. The project kicked off on January 18, 2018 with BLM, NPS and County staff.

Staff conducted an interdepartmental field trip to Thornton Ranch Open Space with many different County departments and divisions (including CMO, Projects, Facilities, and Planning) to orient all staff who will be involved with the project regarding the project's scope and needs. The site visit will be the first of many as staff prepares to implement the Thornton Ranch Open Space plans.

The monthly COLTPAC meeting was held on January 3, 2018. Staff and COLTPAC discussed 2018 focus items, and moving the Open Space, Trails, and Parks Strategic Management Plan forward.

Santa Fe Food Policy Council (SFPCC)

Staff participated in the Land Use Subcommittee meeting of the SFPCC on January 16, 2018 to discuss outreach and planning for the upcoming workshops being conducted in January and February.

Agriculture & Ranching Implementation Plan

Staff attended the Santa Fe City/County Senior Service Buy Local 2018 Planning meeting on January 9, 2018. This meeting was held in collaboration with several partners, including County Senior Services, Santa Fe Public Schools, Santa Fe Farmers Market Institute, and Santa Fe Food Policy Council.

Staff conducted a site visit to the Edgewood Senior Center on Friday, January 12, 2018 to assess the garden and existing infrastructure for the potential Ag demonstration project.

Staff participated in the Farmer to Farmer Scaling Up workshop on January 25, 2018 in partnership with the Santa Fe Farmers Market Institute.

Staff conducted a site visit on January 26, 2018 to Stanley for filming and interview of a Stanley farmer for the AgriGate documentary.

Community Planning

Planning Staff conducted two site visits in the San Marcos District to talk with business owners and residents about the San Marcos District Planning Process initiated by Resolution 2017-93. During these visits, staff distributed flyers for the February 7, 2018 Kick-Off Meeting and gathered emails for key constituents.

Planning Staff coordinated with the Galisteo Community Association (GCA) regarding follow-up steps to the decision not to adopt a Rural Commercial Overlay in the Galisteo Community District Overlay. The GCA will be sending out a letter to the community regarding that decision and staff will follow with a community-wide letter to explain the background and policy framework for this decision.

Community Organizations and Registered Organizations

Staff reviewed CO and RO procedure sheets and began planning the CO and RO trainings to be held in 2018-19.

Transportation

At the January 30, 2018 BCC meeting, the Board made appointments to the Transportation Advisory Committee (TAC). The first TAC meeting will be February 21, 2018 at 5:30 p.m. in the Public Works Conference Room.

Staff prepared and submitted a Scope of Work for the Preliminary Right of Way Study for the Avenida Del Sur West Extension.

SFMPO

There was no Policy Board meeting in January.

Staff attended the January 22, 2018 Technical Coordinating Committee (TCC) meeting. Issues discussed at the meeting included:

- The TCC approved for public advertisement TIP amendments proposed by NMDOT. The TIP amendments included adding \$500,000 in FY 18 for Via Veteranos/NM 599 Safety Improvements. The MPO Policy Board will consider this amendment for approval at the February 22, 2018 meeting.
- NMDOT announced they will host a February 8, 2018 meeting at the Nancy Rodriguez Community Center for public comment on the proposed improvements for Via Veteranos/NM 599.
- The MPO staff is in the process of preparing the new Federal FY 2019-2020 Unified Planning Work Program (UPWP). The UPWP will be presented to the Board for approval in the spring or early summer of 2018.

NCRTD:

Staff attended the January 5, 2018 NCRTD Board of Directors Meeting. Issues discussed at the meeting included:

- The NCRTD Board approved the 2017 Comprehensive Annual Financial Report.
- Liz Carter with Rio Metro gave the NCRTD Board an update on the status of Positive Train Control (PTC) for the Rail Runner. Rio Metro was denied a request for an extension on the 2019 deadline but has submitted a Risk Mitigation Plan to the Federal Railroad Authority (FRA). If FRA approves the Plan, service would be allowed to be continued while the PTC is being installed. The funding strategy for the approximately \$50,000,000 project is Rio Metro would obtain a loan from the State Infrastructure bank and issue GARVEY bonds for the balance. Repayment would be from the current GRT. No additional GRT increases were proposed in the funding strategy at this time.

Economic Development Division

Staff attended the January 4, 2018 Northern Rio Grande National Heritage Area (NRGNHA) Board meeting. Much of this meeting's discussion was focused on the tax return for Tax Year 2017. There is a need to hire a third party accountant to remove the staff of the heritage area from the financial books and to free up their time to focus on other things. Other topics discussed were the making of the PROTEC film, "Battle at Glorieta" and the budget for website modifications/marketing support.

There was no board meeting for the North Central New Mexico Economic Development District (NCNMEDD) in January. The next Board of Directors meeting is Friday, March 16th, 2018 at 1:30 pm.

The REDI Net board met on January 11th where a presentation was made by AT&T on First Net – the program to connect first responders. AT&T recognizes there are gaps in coverage in northern New Mexico and wants REDI Net's help in resolving this issue. The REDI Net Board also met on January 25th and discussed how to move away from Rio Arriba County being the fiscal agent and for REDI Net to hire its own staff to assume this role. Other discussion centered on REDI Net's

role in serving other companies such as AT&T, Plateau Tel, Conterra and the City of Santa Fe's network.

There was no Estancia Valley Economic Development Association (EVEDA) Board meeting in January. The next board meeting will be held March 2nd at 7:30 am in the EVEDA board room. The Economic Development staff has been asked to be a part of the leadership group for public outreach for the proposed transmission line that PNM will build. This new line is necessary for the renewable energy being generated from wind power in Torrance and Lincoln counties. The new transmission line will go east-west from Clines Corners to Algodones in an existing transmission corridor. This corridor's easement is proposed to be widened by 150-feet to accommodate the new transmission line. Both transmission lines will have a 1,000 Mega Watt capacity. Leadership Team meetings were held in the month of January and the public outreach meeting will be held March 8th and 9th at Sandia Casino – Santa Fe County will be represented at these meeting by the film office and the County Manager's Office.

Building and Development Services Division

Permits and Development Review

The following statistics are provided for permits and approvals issued in January 2018:

	January 2018
New Residential Permits - Stick Built Homes	22
New Residential Permits - Manufactured Homes	4
Commercial Building Permits	11
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	3 Lots
Exemptions	0 Lots
Commercial Business Licenses	2
Home Occupations No Impact	3
Home Occupations Low Impact	0
Film Permits	0

Code Enforcement

The following statistics are provided for code enforcement actions in January 2018:

	January 2018
Number of Initial Notices of Violation Issued	12
Number of Final Notices of Violation Issued	3
Number of Notices of Violation resolved without court action	6

GIS Division

E911 Addressing

The GPS Field Technicians continued to handle ongoing constituent requests for address and road sign postings and also continued to assist the Division with development permit screenings. In addition, their time was focused on finalizing updates to the Addressing Section's standard forms such as the Addressing Assignment and Verification Form and the Road Name Petition Form and cover letter.

During January, the Rob Jackson facilitated the road naming process for two roads. Kerrie Bushway continued with the extensive review of Computer Aided Dispatch (CAD) records in order to set the stage for an update of the Sherriff's Office Patrol Area GIS layer needed pending RECC computer system upgrades.

During the month of January, the **GIS Division** provided 94 Address Verifications to County residents and prepared 57 development permit screening forms and maps which triggered 11 archeological screenings.

Work continued on testing and refinement of the suite of Web-based Interactive Maps in conjunction with other daily work tasks. The focus in January was refinement of a Geocortex interactive map template that will be applied to Fire Department and Utilities Department needs.

Division staff began review of the U.S. Census Bureau's GIS representation of the Santa Fe County boundary for the annual Boundary and Annexation Survey (BAS) program. The U.S. Census Bureau incorporated most of the changes that the Division requested during last year's BAS process. The Division plans to request a minor adjustment during this year's BAS process to have the U.S. Census Bureau update their GIS representation of the Santa Fe County boundary to correctly reflect alignment of the County's southwest border to the Range line.

Erle Wright participated in supporting House Bill 246, Advanced Mapping Fund Bill (LiDAR) through the legislative process.

Division staff attended the NMAC Conference in Santa Fe where the E911 program active transition from DFA to DoIT was discussed at both the GIS and E911 Directors Affiliate meetings.

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

Pablo Sedillo, III
Public Safety Director

To: Santa Fe County Board of County Commissioners
From: Pablo Sedillo, III
Public Safety Department Director
Via: Katherine Miller
County Manager
Date: February 27, 2018
Re: SFC Public Safety Department Monthly Report for January 2018

The purpose of this memo is to provide you information relative to the SFC Public Safety Department for the month of January 2018.

CORRECTIONS DEPARTMENT

Adult Detention Facility (ADF)

January

- The Camera Project is underway at the Adult Facility. Cameras are currently being installed and coming up to completion of project.
- Behavioral Health Staff and Community Re-Entry attended the Criminal Justice Task Force Meeting and presented a power point on Behavioral Health, and Santa Fe County Adult Facility's psychiatric process and re-entry program.
- Detention Officer Cadet academy is underway.
- The Adult Detention Facility began a major transition to our Inmate Jailhouse Management Database System, migrating JCORR (our previous vendor) and Securus (our new vendor).

Electronic Monitoring Program

January

- Providing services to 3403 clients.
- There were 29 successful releases for January.
- Clients Financial Obligation – Paying - 22%, Waived - 2%, Unemployed - 71%, Out of County - 5%.

Youth Development Program (YDP)

January

- On January 4, 2018, the new "Lead-By-Example" working group met. Youth Development Program's Administrative Assistant was sent as representative for this committee. This group will be working throughout the County to ensure we comply and enforce the County's policies on recycling and waste reduction.

- On January 5, 2018, the Santa Fe County Fire Prevention, Fire Protection Specialists, Edi Marquez and Randy Varela came to the Youth Development Program to do a presentation for the residents. Fire safety was discussed with real life repercussions from playing with fire including video on actual burn victim's recovery.
- On January 11, 2018, The Laguna Pueblo Officials came to tour the Youth Development Program Facility. Based on this tour and discussion, a contract was done to place their juveniles at the facility.
- On January 12, 2018, the Santa Fe County Fire Protection Specialist Edi Marquez and Wildland Firefighter Abel Perez came to the Youth Development Program. They did a demonstration and participation with the residents. This included donning the firefighter's bunker gear as well as dragging a life-size dummy that is part of the physical test that potential firefighters must pass.

January 2018

Intakes	29
Releases	28
Male Intakes	26
Female Intakes	3
Average Daily Population	17

FIRE DEPARTMENT

January

Administration, Facilities, Fleet

- The Department received a new ambulance for the Southern Region/Edgewood. The unit will be in service in February after the installation of additional equipment.
- NCA architectural firm was selected to design a new training room for the Madrid Station.
- We're in the process of selecting architects for the Chimayo apparatus bay addition, La Puebla Station 1 expansion, and Turquoise Trail Station 3/Cerrillos Village.
- Nine volunteers completed the Volunteer Fire Academy. Graduation is scheduled for February 16th at Institute of American Indian Arts (IAIA). The ceremony will combine the graduates of the latest Volunteer Fire Academy (VFA) and career cadet academies.
- The purchase of District fire apparatus is underway, to include an Engine for Hondo, Tesuque Rescue Truck, and Agua Fria and Turquoise Trail Water Tenders. Additional replacement requisitions will be forthcoming in February as we near completion of our FY18 apparatus purchases.
- An Assistance to Fire Fighters grant application was prepared and submitted for the replacement of Self Contained Breathing Apparatus (SCBA) throughout the Department. The amount requested was \$1 million. The grant program is funded through Federal Emergency Management Agency (FEMA).
- All regional staff EMT applications were submitted to the EMS Bureau, and EMT licenses were received and distributed to all field staff.
- Fire District EMS Fund Act applications were also submitted to the EMS Bureau for processing.
- We completed our Mid-Year budget process and began preparing the FY19 budget. Staff met with the Fire Districts and the career and administrative staff to solicit their inputs for next FY.
- Ambulance revenue at \$109,560 for the month. Annualized receipts are projected to meet budgeted amount of \$1,178,126 for FY 2018.

Operations and Training

Emergency Responses/848 January total - 225 Fire Incidents and 623 EMS Incidents

- The career Cadet Academy completed Fire Fighter 1 and 2 certification testing at the State Fire Academy in Socorro. The class now moves into the Driver/Operator and Fire Pump training modules. The cadets are also continuing their physical fitness training with great success at the Santa Fe Community College (SFCC) under the guidance of former Santa Fe Fire Department (SFFD) Battalion Chief Sheila Beuler.
- Final work was completed at the Agua Fria training grounds, to include clean up and removal of old structures, paving, the addition of a concrete pad for vehicle extrication training, and base coarse in those areas not paved.
- The Acting in Capacity program is underway with several promotional list Lieutenants covering for classified Lieutenants on an as needed basis. This is an excellent career development tool for staff.
- We have been working with SFFD and the Regional Emergency Communication Center (RECC) to update the Emergency response configurations for those areas surrounding the City, including recently annexed areas, to ensure that the closest appropriate responders are dispatched to emergency situations.
- Assistant Chief Montoya has been visiting the outlying stations to meet with the crews and discuss issues and concerns.
- Staff has met with Public Works to discuss the use of heavy equipment on emergency response incidents. Captains Feulner and Lundquist will be conducting a training for the equipment operators on February 12th. Their focus will be on safety for the operators and equipment.

Fire Prevention and Wildland

- Development Reviews, Adjustments and Variances – 38
- Site visits and applicant meetings – 92
- Burn Permits – 7
- Complaints and follow-up - 3
- Annual Inspections – 12
- Fire Protection Systems Review – 31
- ISO Requests – 12
- Pre-school/School fire and injury prevention presentations/Health Fair – 4
- Fire Prevention related trainings – 26
- Film and special event management – 5
- Fire Hydrant Operations – 22
- Additional areas of concentration for the Prevention Division include a Fire Inspector 1 class conducted at Rancho Viejo Fire Station, and work researching and preparing for the proposed adoption of the 2015 International Fire Code (IFC). The Division is now fully staffed.
- RX and RMP fires – 5
- Hazardous Fuel acres mitigated – 2
- The Wildland Division conducted 13 training sessions for 180 participants during the month.
- Transition from the County funded crew to the YCC crew is on-going. The next County crew hiring period will start in February with the crew anticipated to be on-board in April. It's shaping up to be a robust and difficult wildland fire season.

Volunteer Recruitment and Retention

- New member applications recruited and approved this month - 7

- Participating with the instructor cadre on the cadet academy, including training burns at the Agua Fria training center and certification testing at the New Mexico Fire Training Academy (NMFTA).
- Researched and prepared the AFG grant application for Self-Contained Breathing Apparatus (SCBA).
- Working on revising the volunteer incentive program in an effort to promote retention of volunteer members.

Emergency Management

- Attended the new Legacy Nursing and Retirement Facility (Agua Fria Fire District) pre-plan tour with field staff.
- Presented at the Santa Fe Community College Educator Orientation session.
- Participated in the Santa Fe Wildfire Operations Plan development meeting with other City, State, and Federal Agencies.
- Participated in the Pojoaque School District lock-down drill planning meeting.
- Conducted a one day Campus CERT training at the Santa Fe Community College.
- Staff attended a Northern Regional Trauma Advisory Committee meeting.
- The EM Director attended a Type 3 Incident Command course in preparation for the development of a local Type 3 Incident Management Team.
- The Technical Rescue Team was deployed for the San Marcos Plane crash. The rescue mission was a success under difficult nighttime conditions. The patient was extricated and transported to St. Vincent Hospital.
- Operational Readiness checks conducted as usual.

RECC January

• Operations

- Total Telephone Calls Handled (incoming and outgoing)
 - January – 28,546
- Total calls Received via 911
 - January – 6,104
- County calls requiring response agency dispatch
 - January – 7,703
- City calls requiring response agency dispatch
 - January – 10,290
- Town of Edgewood calls requiring response agency dispatch
 - January - 837

• Staffing

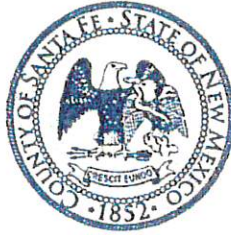
- Vacancies
 - 9 vacancies – currently awaiting HR approval for one applicant to begin employment

If you have any questions, I can be contacted at 992-3092. Thank you.

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: February 8, 2018

TO: Board of County Commissioners

VIA: Katherine Miller, County Manager

FROM: Michael Kelley, Public Works Department Director MK 2/14/18

ITEM AND ISSUE: BCC Meeting February 27, 2018
Public Works Monthly Report for January 2018

DISCUSSION

Operations and Maintenance

Charts 1 and 2 below show our monthly work order volume. A more detailed break-out can be seen in Table 1, attached.

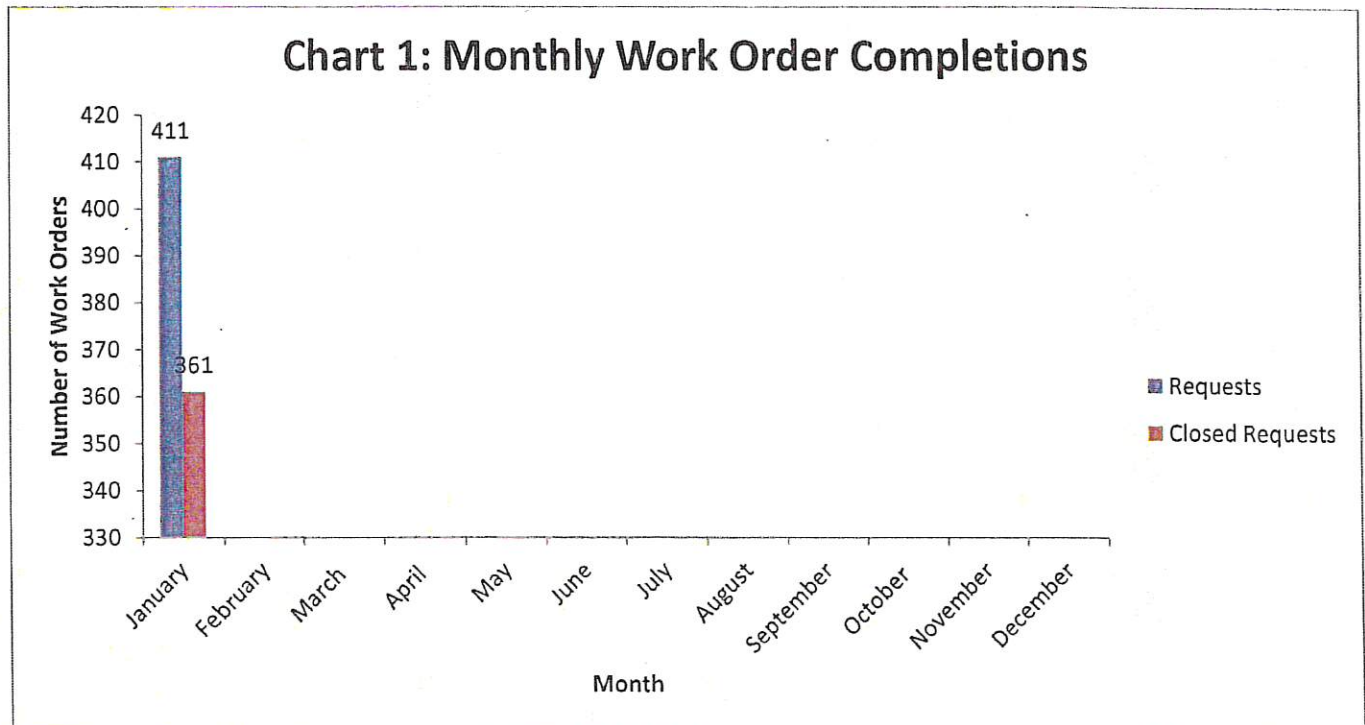
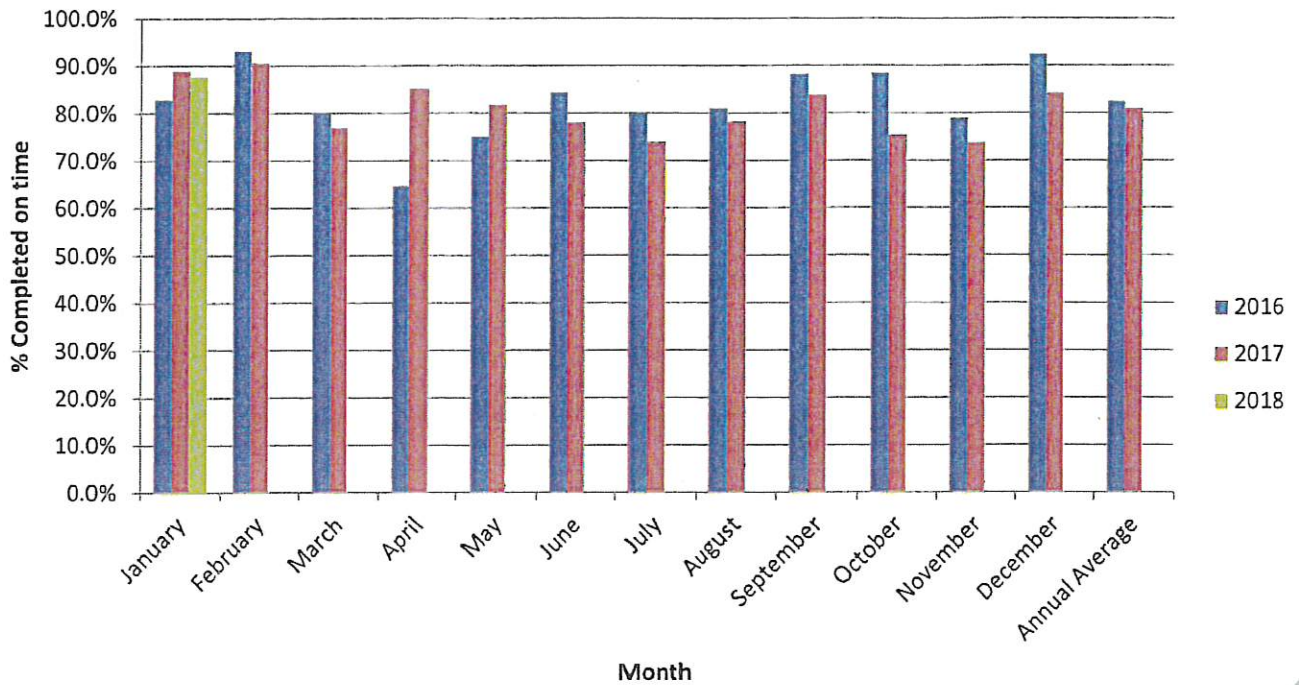
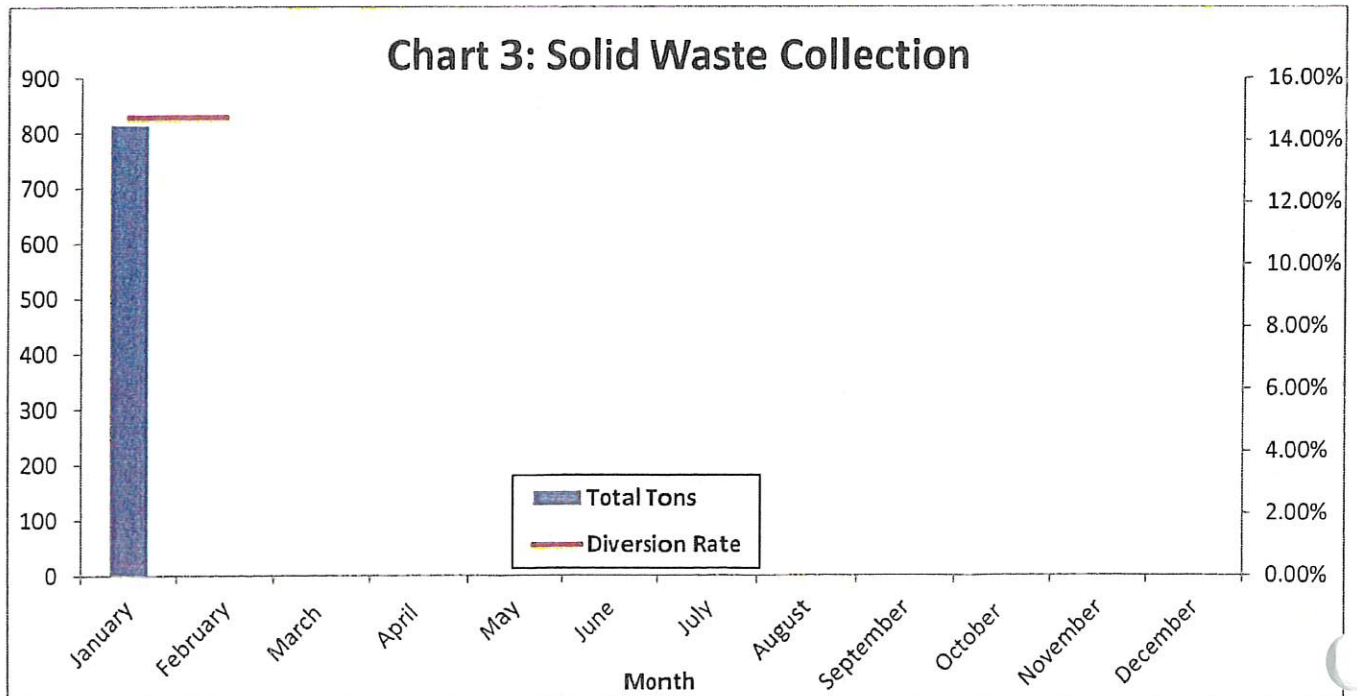


Chart 2: Year-to-year Work Order Completion Rates



Solid Waste: The County average diversion rate was 14.83% in 2017. The month of January diversion rate was 14.74%, bringing the year-to-date average to 14.74%. See chart below.

Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	Jan 18	CY18
1-trip	22	22
6-trip	29	29
6-trip/senior	21	21
6-trip/low income	2	2
6-trip/veteran	3	3
12-trip	144	144
12-trip/senior	242	242
12-trip/low income	2	2
12-trip/veteran	20	20
Bag tags	102	102

Utilities Division:

- The Regional Water System Right of Way/Trespass issue was settled between the pueblos and Santa Fe County (SFC) and approved by the BCC so that work may continue on the Regional Water System.
- Regional Water System meetings were restarted by the Bureau of Reclamation (BOR) with the Pueblos and SFC. A Regional Water System Summit Discussion was held on January 17, 2018 to clarify the status of the project and the path forward for design and funding.
- SFC has started work on the Contributing Funds Agreement for the Regional Water System.
- SFC completed an application with the Top of The World Farm to lease water from the Regional Water System diversion point.
- SFC continues working with HDR Inc. consultants to provide data inputs for the Water/Wastewater Utility Master Plan and Rate Study. Workshops are scheduled for key county personnel to obtain input on deliverables.
- Staffing actions have been taken to fill vacant Clerical Assistant (Christy McWilliams) and Utilities Administrative Manager (Joe Gonzales) positions as well as a temporary Business Analyst position (Matthew Tippet-Vannini) to assist with definition of business processes and migration to new customer database. All three team members will be on boarded in February.
- Continued support of SFC growth and development by:
Construction underway new sewer line extension for Turquoise Trails Business Park Lot Owners Association; Working with Chupadero citizens to support their need for an alternate water source; Working with Aqua Fria Community Water to support projects sponsored by Senator Nancy Rodriguez.
- Working with NMED to coordinate Quill Wastewater Treatment Plant Liner Inspection and Repair efforts. Reviewing quotes and are planning the repairs.

Project Delivery Division:

Utility Projects:

- **Vista Aurora Subdivision Sewer Line Upgrade** – Project Manager received 90% design submittal from engineering consultant. Project Manager met with City of Santa Fe Engineer to obtain comments on Design Submittal.
- **Santa Fe County Water Reclamation Facility** – Proposals for design were received January 17th, 2018.
- **Village of Agua Fria Waste Water Infrastructure Plan** – PER for water and waste water has been completed. Project Team in the process of identifying top priority projects to go out to RFP for design services. The last Public Meeting was held on January 16th, 2018 at the Nancy Rodriguez Community Center.
- **Antonio Lane Sewer Upgrade** – Design Team Kickoff Meeting was held on November 11th. Utility Survey took place on December 21st. Design is at 30%.
- **Camino Maria Feliz** - Design Phase. County staff has identified a design consultant based on their proposal. IPR is in procurement for design services.
- **Agua Fria Utility Infrastructure Plan Phase II** - Project Manager obtained a quote for an additional project and submitted the required purchase requisition on November 30th.
- **Canoncito Regional Water Phase II – Planning Phase:** Project Manager has reviewed Engineer Stamped Design Drawings (Molzen Corbin – 2016) and all related information for this project. Project funding will not be available until approximately June of 2018.

Road Projects:

- **Camino San Jose** - A public meeting was held on August 30. Staff is currently working on procuring drainage and roadway easements. An LOI for design services for the design the first section of CR 50A is procurement.
- **CR54 Arroyo del Los Chamisos** – Construction begin January 17, 2018. Contractor switched traffic over to the detour February 7, 2017.
- **NE/SE Connector is in Phase C of The Location Study.** Staff has submitted the revised Phase C Study to the NMDOT for review and approval.
- **CR55A General Goodwin Rd Design Upgrade.** Consultant has begun redesign for 100% plans to go out for IFB for Construction. Coordinating with NMDOT for drainage easement within the railroad easement.
- **Torcido Loop Chip Seal and Drainage Improvements** – Consultant has completed 60% design. County staff is coordinating with property owners for drainage easement acquisition.
- **CR89 and 89C Drainage and Roadway Improvements** – Projects are on hold until rights of ways have been acquired by the BIA and Pojoaque Pueblo. BCC approved the county manager authority to purchase easement's necessary for the construction project. County staff is working on easement acquisition.
- **Santa Fe Racetrack Chip Seal and Drainage Improvements** – Engineering consultant is at 60%. County Staff is in the process of negotiating drainage easement acquisition for the project.
- **Glorieta Estates Chip Seal project** – Final ROW has been recorded. Public Meeting was held June 1, 2017. Road Maintenance Department has begun widening the roads. County staff is working on procuring services to relocate water valves and water meters prior to road construction.

- **CR67F La Barbaria** –Final design and specifications are currently being reviewed by County Staff.
- **CR 54 Arroyo Hondo All Weather Crossing-** Engineering Consultant has been given a PO. Staff has directed Consultant to begin design of the All Weather Crossing.
- **CR 72A All Weather Crossing** – Consultant has completed 90% design. County staff is in the process of easement acquisition.
- **White Lakes Road Chip Seal** – IFB for chip seal is being advertised on February 11, 2017.
- **CR 12B Chip Seal** - IFB for chip seal is being advertised on February 11, 2017.
- **Drake Road Chip Seal** – IFB for chip seal is being advertised on February 11, 2017.
- **Simmons Road Chip Seal** - IFB for chip seal is being advertised on February 11, 2017.
- **King Farm Road Chip Seal** - IFB for chip seal is being advertised on February 11, 2017.
- **Los Pinos All Weather Crossing-** Contractor began construction February 5, 2017. Traffic was switched over to the detour on February 7, 2017

Building Projects:

- **Santa Fe Mountain Center:** Notice to proceed and P. O. were issued on November 21, 2017. Construction got underway on January 3, 2017. Work is progressing with the contractor currently working on the channeling of the concrete floor needed for the new drain line and water supply. Plumbing rough-in has been installed and was inspected and approved by NM CID. Drywall has been installed and Cabinets are scheduled to be installed on January 29, 2018. The project is progressing on schedule and is scheduled for completion on February 25, 2018
- **Bennie J. Chavez Center Septic System Upgrade:** The contract with Design Enginuity for services during bidding and inspections during construction has been finalized and a meeting was held with Design Enginuity to review the project. The IFB advertised on January 7 & 8, 2018 a pre-bid meeting was held on January 24, 2018 and Bids are due February 8, 2018.
- **Edgewood Senior Center ADA Upgrades:** The BCC was presented with a summary update on the Edgewood Senior Center. Overview information was provided on the project and the costs as currently developed, including the gap in available funding. No formal action was taken but Commissioner Anaya encouraged the continued development of the project as well as for the project team to bring options forward with the proposed design and associated costs. Projects staff is developing the plans for the development of the project. A follow up meeting for design review with Community Services and Property Control staff is pending.
- **Jacona Collection Center:** No Action; Negotiations regarding the lease agreement with the Jacona Land Grant Association continue.
- **Women's Health Building - Parking Lot:** The Contract with Mevacon, LLC was approved on October 4, 2017 and the Notice of Obligation was approved by DFA on October 18, 2017. Pre-construction meeting was held on November 6, 2017. At the pre-construction meeting the contractor requested that the resurfacing be postponed until after April 5, 2018. The contractor based his request on the temperature inconsistencies experienced this time of year. The micro surfacing process requires a temperature of 50 degrees and rising in order to be applied. The Contractor is giving the County a price guarantee based on the original contract agreement amount. A Letter from Mevacon, LLC was received on November 29, 2017 confirming the request to postpone the project and also

included in the letter is the price guarantee based on the original contract amount. New start date is scheduled for April 5, 2018.

- **Women's Health Building - HVAC Improvements:** Review set of the construction documents has been reviewed and the redlines have be forwarded back to M & E Engineering for revisions. Projects staff met with M & E Engineering on December 15, 2017 to discuss heating and cooling control issues modified plans are pending. M & E Engineering is nearing completion of the design for delivery the week of January 29, 2018.
- **Women's Health Building - Electrical Meter Equipment Upgrades:** The contractor has begun coordination with PNM regarding any necessary outages that may be required to occur so that any and all tenants affected are notified in a timely manner. The first tentative outage was scheduled for February 15, 2018 and a second possible outage is scheduled for February 19, 2017. Representatives from Southwest Health Care and Santa Fe County Senior Services were invited to the January 3rd progress meeting to discuss any critical issues regarding refrigeration. The electrical outage has been re-scheduled for February 17, 18 and 19, 2018 and was the primary focus of the meeting. Also discussed was maintaining access for the Senior Services, Southwest Care and Legal Aid during construction.
- **Madrid Fire Station:** A meeting with NCA Architects and Fire Dept. staff was held on January 5, 2018 and the scope of work was reviewed and clarified. A cost proposal from NCA Architects was received January 17, 2018. The proposal was reviewed and forwarded to Procurement with comments on January 19, 2018. Proposal comments have been forwarded to NCA Architects for a response and finalizing of the contract.
- **Turquoise Trail Fire Station No.2:** A site visit with the Assistant Fire Chief was held on January 5, 2018 to establish a scope of work. The project will include updates and improvements to the existing restroom to meet current ADA requirements.
- **Tesuque Fire Station Retaining Wall:** Projects requested Engineering services to address drainage and slope issues behind the existing Fire Station to address slope conditions on the bluff behind the station. A Letter of Interest (LOI) was sent out on October 6, 2017 to several engineering firms. A contract has been issued to OCCAM Engineers, INC. for the Preliminary Engineering Report to outlines options to remedy the existing conditions. A DRAFT of the report was delivered to Projects on January 17, 2018. After review, comments were forwarded to Occam Engineers and a meeting with Occam was held on January 23, 2018 to review the options that were provided in the report. Occam will use topographic information provided by SFC GIS department to provide more detail on alternate schemes. A contract amendment for Occam to use SFC GIS is required and is being circulated for the County Manager's approval. A survey establishing the property boundaries is also being procured.
- **Eldorado Fire Station No.2:** A site visit with the Assistant Fire Chief was held on January 19, 2018 to establish a scope of work to update the existing restroom to current ADA Standards.
- **Edgewood Fire Station No.3:** A site visit with the Assistant Fire Chief was held on January 19, 2018 to establish a scope of work to update the existing restroom to current ADA Standards.
- **Rancho Viejo Fire Station Staircase:** A pre-bid meeting was held January 19, 2018 with 3 contractors attending. The bid submittal deadline is February 8, 2018.

- **Hwy 14 –Senior Community Center:** A mandatory pre-bid meeting is scheduled for Friday, February 2, 2018. Bid submittal deadline is Friday, February 23, 2018. The BCC approval is tentatively scheduled for March 27, 2018.
- **Galisteo Fire Station Remodel:** The contractor continues working on the masonry block and is scheduled to be complete masonry by Friday, January 26, 2018. Crews will continue with bond beam with roof joist installation scheduled for February 5, 2018.
- **Turquoise Trail Fire Station in Cerrillos:** The selection of a design team is scheduled for the end of January 2018. The award of the design of the project is scheduled for March, 2018.
- **Chimayo Fire Station – Main:** Selection of the design team is scheduled for the end of January 2018. The award of the design of the project is scheduled for March, 2018. A P.O. has been created for surveying services. The PM is waiting for a Notice of Obligation from DFA before scheduling the surveyor.
- **Eldorado Fire Station Site #4:** The completion of the boundary survey and recording at the Clerk's office is tentatively scheduled for February 14, 2018.
- **Eldorado Fire Station #1:** The PM has requested a meeting with Fire Management to discuss the estimated cost of the project which came out to \$1,563,088.00. The completion of the boundary survey and recording at the Clerk's office is tentatively scheduled to be complete by February 14, 2018.
- **La Puebla Station #1:** The deadline for turning in proposals for design services is scheduled for Friday, January 26, 2018. Selection of a design team is scheduled for the end of February 2018 and award of the project by the end of March 2018.
- **Stanley Cyclone Center:** The contractor is scheduled to begin 11 month walk thru warranty work on Monday, January 29, 2018.
- **Plan and Design Improvements at County Fairgrounds & Ag Extension Office:** The PM is working with PNM for installation of a new electrical service line that requires an easement from the service pole to the building. A contract with Richard Morris Surveying to draw the easement document will be required. Change Order #4 is in process and will be submitted to include the following: trenching and new conduit for connection to a new Pad-mount transformer per PNM, metal paneling to be added to the underside of the portal, paint exposed ducting, screening around the rooftop make-up air handler.
- **County Administrative Offices:** The selection committee for the DB / Sustainability consult will convene February 16, to rank and score the proposal offers.
- **County Administrative Offices – Commissioning:** EEI (Matt Davis) is revising his proposal for additional Professional Services based on discussions regarding changing the procurement and management for the Design Build project request. The PM will submit the revised proposal to Purchasing as soon as is received.
- **District Attorney (DA) Office Remodel:** The revised Scope of Work Statement has been submitted for review and comment. The plans and specification are complete. Once the Scope of Work statement has been approved purchasing will advertise the project as a RFP for Construction.
- **PW Expansion Phase II – Property Control:** The final County Planning Commission hearing on the secondary access road Variance Request is scheduled for February 15th. Amendment #1 for Allan Baer's professional service contract to provide engineering services for the connection to the BDD water line has been submitted to purchasing for processing. The plans are at 99% completion. Final review is pending.

- **SFC Crises Center:** CSD has selected a service provider and is moving into contract for those services. The provider will participate in the selection of a design consultant for the work as well as provide input on location options. Projects will not advertise for A&E services until these basic scope of work questions are answered.
- **Public Safety Upgrades:** The Scope of Work statement has been submitted to Upper Level stakeholders for review and comments. Confirmation of the Scope Statement has been received by the Projects Division. The procurement package will now go to Purchasing for advertising the RFP for Architectural /Engineering Professional Services.

Open Space & Trails Projects:

- **Arroyo Hondo Trail:** The engineer submitted the Categorical Exclusion for the environmental certification to NMDOT on October 6, 2017. NMDOT is requiring a full right-of-way map and title reports for all of the properties that the trail crosses even though the County already has an easement from Rancho Viejo. This will require Santa Fe County to have a survey of the Rancho Viejo Easement prepared now in order to show it on the ROW map rather than after construction is complete as stated in the easement document. The Engineer submitted a proposal to prepare the ROW map. The Project Manager submitted a PPR to Purchasing on November 2, 2017 to amend the contract with Loris and Associates to add the services. The BCC approved the Cooperative Project Agreement with NMDOT on November 14, 2017 BCC Meeting. The Project Manager delivered the signed agreement to NMDOT for signatures on November 20, 2017. The Project Manager is working on getting impact letters from local utilities for the utility certification. Century Link provided an impact letter on January 23, 2018. PNM provided a draft Easement Encroachment Agreement on January 22, 2018. The Project Manager reviewed the agreement and requested a revision to the exhibit on January 23, 2018. PNM will revised the exhibit and send it back next week.
- **Mt. Chal:** The BCC approved the resolution authorizing the County Attorney to bring condemnation actions on behalf of the County to acquire the necessary real property interests in the event that the County Manager is not able to negotiate a reasonable purchase and sale agreement for on July 11, 2017. INTERA submitted the Voluntary Remediation Plan (VRP) Application to NMED on August 10, 2017. The Project Manager conducted a site visit of the Glockhoff property with NMED on September 26, 2017. NMED issued the letter of Conditional Eligibility into the Voluntary Remediation Program (VRP) on October 16, 2016. The Project Manager submitted the legal advertisements to the newspapers for publication on October 20, 2017 for the required 30 public comment period. The public comment period ended on November 20, 2017. The Project Manager met with NMED to review the VRA and the standards and risk based levels for the remediation on November 29, 2017. NMED notified the County on December 7, 2017 that a public meeting will be required prior to executing the VRA. The Project Manager sent proposed revisions to the VRA to NMED on December 18, 2017. The purchase agreement with the Glockhoff Trust expired on December 31, 2017. The Project Manager is working on negotiating a new purchase agreement with the Glockhoff Trust. NMED sent comments on the Voluntary Remediation Agreement and the Work Plan to the Project Manager on January 10, 2018. The Project Manager met with INTERA on January 18, 2018 to review the comments. INTERA is working on addressing NMED's comments.

- **Pojoaque Sports Fields:** The County awarded the contract to LLR Construction at the September 12, 2017 BCC Meeting. The pre-construction conference was held on September 28, 2017. The Project Manager issued notice to proceed on October 9, 2017. The contract period is 90 calendar days. Substantial completion is expected on January 6, 2017. The Contractor reached Substantial Completion on December 21, 2017. The County issued the Certificate of Substantial Completion on that same date. The contractor completed the punch list on December 29, 2017. The contractor is preparing the final close out documents. The landscape architect is preparing the final over and under change order.
- **Rio Quemado Watershed Restoration:** The County awarded the contract to Apple Mountain Contractors on October 6, 2017. The County issued Notice to Proceed on December 18, 2017. Substantial completion is expected by February 15, 2018. The contractor has completed the upstream cross vane structure. The contractor uncovered the existing buried irrigation pipe from the former head gate to the mainline. A portion of the buried pipe is not in good enough condition to reuse. The contractor has requested a change order to replace the pipe. The engineer is reviewing the request and will prepare the change order.
- **Thornton Ranch Open Space:** The Board of County Commissioners unanimously approved the plans on October 31, 2017. The Project Manager gave a presentation to all of the County staff who will be involved in implementation of the plans on December 6, 2017. Staff has started working on the implementation tasks from the plans. The Project Manager met with the State SiteWatch Coordinator and the Santa Fe-Galisteo Basin SiteWatch Chapter Coordinator on December 14, 2017 to discuss renewing the MOU between the County and the NM Historic Preservation Division, and our expectations for the program in the next 5 years. The NPS Rivers, Trails, and Conservation Assistance Program held a Thornton Ranch/Burnt Corn Coordination meeting on January 18, 2018. County staff conducted a site visit on January 19, 2018.
- **Santa Fe Rail Trail Segment 5:** The Project Manager submitted the ROW Certification Request, Railroad Certification Request with a copy of the easement, ITS Project Checklist and ISA Determination to NMDOT for approval on July 19, 2017. The Project Manager submitted the draft IFB to NMDOT on September 25, 2017. The Project Manager submitted the signed CE and the entire supporting document to NMDOT on September 28, 2017. NMDOT approved the CE on October 16, 2017. The BCC approved the Cooperative Project Agreement with NMDOT on November 14, 2017 BCC Meeting. The Project Manager delivered the signed agreement to NMDOT for signatures on November 20, 2017. NMDOT held a 30/60% PS&E Review with the Project Manager on October 30, 2017. The Project Manager submitted the Utilities Certification Request to NMDOT on January 4, 2018.
- **El Camino Real Retracement Trail FLAP project:** The County held a groundbreaking ceremony with all of the project partners at the Forest Service Headquarters Well Trailhead on October 26, 2017. On or about November 22, 2017, Matt Baca decided to pull the construction stakes to stop the project from moving forward because he didn't think the contractor had the right to be in his lease. On December 11, 2018 the SLO advised County staff that the City has the right to use the right-of-way that was granted for the trail and it is up to the City and the County to determine how to move forward with the Baca's. The Project Manager consulted with the County Attorney and determined that the contractor should move forward with construction of the project as designed. The contractor has completed the subgrade preparation and laid the base course on the majority of the paved

trail segment of the trail. The Project Manager is working with the project partners to plan a Grand Opening Event on Saturday June 2, 2018.

- **Santa Fe Rail Trail Trailheads:** The contract with Weston Solutions was executed on December 8, 2017. The Project Manager held a kick off meeting with Weston Solutions on January 11, 2018. The County issued notice to proceed effective January 11, 2018.
- **Bennie J. Chavez Community Center Park:** The Project Manager held a meeting with County staff to discuss the current use and condition of the Community Center facilities and the vision for the future of the facilities in order to develop a scope of work for the park renovations on August 22, 2017. The Project Manager requested recommendations from the County Planning staff for community members to serve on a steering committee for the project on September 6, 2017. Commissioner Roybal plans to hold a community meeting to get input on the future use of the Bennie J. Chavez Senior Center and the former Head Start facility. Commissioner Roybal and the Project Manager conducted a site visit of the former Head Start facility on January 17, 2018. Commissioner Roybal is planning to hold a public meeting in late February.
- **Pojoaque Valley Recreation Complex Phase III:** Purchasing advertised the RFP October 15-16, 2017. The proposals were due November 27, 2017. The County received 3 proposals. The Evaluation Committee Meeting met on December 7, 2017 and selected the highest ranked firm. Santa Fe County negotiated a contract with the selected firm. The contract was executed on January 22, 2018. Purchasing is routing the Purchase Order for signature.
- **Romero Park Phase II:** Purchasing advertised the RFP on September 10 & 11, 2017. Proposals were due October 26, 2017. The County received three proposals. The Evaluation Committee Meeting met on November 6, 2017 and selected the highest ranked firm. Santa Fe County negotiated a contract with the selected firm. The BCC approved the contract on January 30, 2018.
- **Santa Fe River-Frenchy's to Siler Construction:** KIMO Construction has constructed 4 Grade Control Structures which will be grouted February 5th. R.L. Leeder has completed grading on the first 1,000 feet of the project near Siler Bridge and continues grading upstream. Wayjohn Surveying has staked the first of the Boulder Deflectors and KIMO will begin construction next week under Riverbend Engineering's guidance. Debris and concrete removal continues, quantities are above anticipated and contractor is running out of places to bury. Ground under trail alignment at STA. 132+00 to 137+00 is debris filled, contractor recommending over excavating and bringing in clean fill and base course to obtain subgrade compaction.

The links below show video going downstream and heading upstream on January 24, 2018.

Going downstream: <https://youtu.be/1wAUUfCicxQ>

Going upstream: <https://youtu.be/P4-sr0hIEBc>

- **Santa Fe River - Property Acquisition: Section B-** Seven Offer Packages were presented to owners in January, two signed the Purchase Agreement and are scheduled to close February 21st. (Henry Anaya and Arthur Montoya)

Here is the status of Priority B acquisitions:

- B-13 Tony Montoya – offer made 1/26/18
- B-14 Anaya – offer accepted, closing scheduled 2/21
- B-17, B-18, B-19 – waiting for surveys from Diego for overlap areas

- B17A – preparing offer package
- B-20 Joe Mier – offer made 1/16/18, follow up meeting scheduled 1/27/18
- B-21 Martha Mier – offer presentation scheduled 1/27/18
- B-22 Gallegos et al – offer made 1/16/18, follow up meeting scheduled 1/27/18
- B-23 Gavin Mier – offer made 1/15/18, follow up meeting scheduled 1/27/18
- B-24 Montoya - offer accepted, closing scheduled 2/21
- B-25 Almanzar – owner has been very ill; offer presentation pending his recovery
- B-28 Romero – offer made 12/4/17; owner is ordering own survey and consulting with attorney re: access issues
- B-29 Espinoza – title issues – discussing options with Stewart Title

Section C acquisitions- Tierra ROW Contract Amendment No. 1 for Archaeological Service requested by BLM has been approved and the work begun. Tierra is coordinating and scheduling the site visit with all parties in February.

- **Santa Fe River - Section B Final Design:** The request for the Final Design RFP was submitted to Purchasing on January 19th.

ACTION REQUESTED:

None; for information only.

Table 1: January 2018 Work Order Report

Property Control

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	18	18	14	17
2	4	4	3	4
3	10	10	7	8
4	16	16	16	16
5	17	17	15	14
All	70	70	65	70
TOTAL	135	135	120	129
		100.00%	88.89%	95.56%

Roads

COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	7	7	1	7	1
2	4	4	3	1	0
3	20	20	18	10	8
4	12	12	11	7	7
5	9	9	6	6	3
All	5	5	5	0	0
TOTAL	57	57	44	31	19
		100.00%	77.19%		61.29%

Building Services

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	6	6	6	5
2	2	2	2	1
3	0	0	0	0
4	2	2	0	0
5	6	6	6	4
All	30	30	31	29
TOTAL	46	46	45	39
		100.00%	97.83%	84.78%

Open Space

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	29	29	26	26
2	26	26	15	15
3	15	15	8	8
4	7	7	7	6
5	9	9	10	10
All	35	35	23	22
TOTAL	121	121	89	87
		100.00%	73.55%	71.90%

Traffic

COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	29	29	24	1	1
2	4	4	4	0	0
3	4	4	4	0	0
4	2	2	2	0	0
5	3	3	3	0	0
All	26	26	26	0	0
TOTAL	68	68	63	1	1
		100.00%	92.65%		100.00%



SANTA FE COUNTY

Capital Project Status Update (As of 2/1/2018 9:58:17 AM)

PW ProjectNbr	Project Name	Nature of Procurement	% Comp	District	Project Budget	Over/Under	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
1	Tesque Fire Station - Existing Retaining Wall Repair	Design	10	1	\$15,000.00	0%		1/1/1900	3/30/2018	Joseph Martinez
2	Pojoaque Valley Recreation Complex Phase III	Design	10	1	\$119,228.00	92%	\$110,126.00	12/18/2017	12/31/2018	Colleen Baker
3	Construct Pojoaque Valley Recreation Complex Phase II	Construction	95	1	\$487,032.33	83%	\$402,009.79	10/9/2017	1/31/2018	Colleen Baker
4	Bennie J Chavez Septic System	Construction	10	1	\$50,000.00	0%		3/12/2018	4/27/2018	Joseph Martinez
5	Marcos Trujillo Remodel	Design	0	1	\$100,000.00	0%		12/4/2017	12/29/2017	Russell Naranjo
6	Greater Chimayo MDWCA Waterline	Construction	90	1	\$625,000.00	100%	\$625,000.00	8/1/2016	9/30/2018	Erik Aaboe
7	Cuatro Villas MDWUA Waterline	Construction	5	1	\$625,000.00	100%	\$625,000.00	8/1/2016	1/1/2019	Erik Aaboe
8	Rio Quemado Watershed Restoration Phase II	Construction	25	1	\$117,152.00	86%	\$100,523.95	11/20/2017	1/31/2018	Colleen Baker
9	Chupadero Acquisition	Acquisition	25	1	\$482,656.00	10%	\$46,600.00	6/1/2016	6/30/2018	Erik Aaboe
10	Jacona - Northern Santa Fe County Solid Waste Convenience Center	Construction	10	1	\$2,038,000.00	0%		1/1/2019	12/31/2019	Joseph Martinez
11	Drainage and Roadway Improvements on County Road 89	Acquisition	1	1	\$515,000.00	0%		5/17/2017	9/30/2018	Shannon Vigil
12	Bridge Rebuild on CR72A	Design	5	1	\$11,000.00	0%		2/15/2018	3/31/2018	Shannon Vigil
13	Abedon Lopez Remodel	Design	95	1	\$250,000.00	31%	\$76,707.25	4/26/2017	2/1/2018	Justin Reese
14	Bennie J. Chavez Park	Design	0	1	\$100,000.00	0%		3/15/2018	5/18/2018	Russell Naranjo
15	Chimayo Fire Station - Main	Design	1	1	\$24,000.00	0%		12/1/2017	12/1/2018	Colleen Baker
16	La Puebla Station #1	Design	3	1	\$550,000.00	0%		3/30/2018	12/31/2018	Ron Sandoval
17	Ag Extension Office	Construction	3	1	\$1,600,000.00	0%		3/19/2018	11/30/2018	Ron Sandoval
18	Women's Health Building HVAC Upgrades	Design	65	1 2 3 4 5	\$1,600,000.00	71%	\$1,139,452.04	4/20/2017	3/1/2018	Brad Isaacson
19			75	1 2 3 4 5	\$160,447.00	2%	\$4,000.00	9/20/2017	2/2/2018	Joseph Martinez



SANTA FE COUNTY

Capital Project Status Update (As of 2/1/2018 9:58:17 AM)

PW ProjectNbr	Project Name	Nature of Procurement	% Comp	District	Project Budget	Over/ Under	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
21 0775	Women's Health Electrical	Construction	10	1 2 3 4 5	\$108,081.00	100%	\$108,081.00	11/1/2017	2/28/2018	Joseph Martinez
22 0775	Women's Health Building - Parking Lot resurfacing	Construction	10	1 2 3 4 5	\$108,312.50	100%	\$108,312.50	4/5/2018	4/27/2018	Joseph Martinez
23 1473	County Water Reclamation Facility	Design	5	1 2 3 4 5	\$800,000.00	0%		3/1/2018	12/1/2018	David Madrid
24 2219	County Administrative Offices - Commissioning	Design	25	1 2 3 4 5	\$275,000.00	98%	\$270,701.15	3/1/2016	9/5/2022	Brad Isaacson
25 2219, 7124	County Administrative Offices D/B	Other	33	1 2 3 4 5	\$2,200,000.00	99%	\$2,167,083.31	3/24/2016	8/12/2019	Brad Isaacson
26 6208	Public Works Expansion PH II - Property Control Bldg.	Design	95	1 2 3 4 5	\$130,000.00	98%	\$127,873.00	8/24/2016	12/20/2017	Brad Isaacson
27 7123	District Attorney Complex ADA & Office Upgrades	Design	85	1 2 3 4 5	\$60,000.00	95%	\$56,773.08	10/24/2017	12/15/2017	Brad Isaacson
28 7124	Admin Building Window Refurbish	Construction	0	1 2 3 4 5	\$50,000.00	0%		12/1/2017	3/31/2017	Russell Naranjo
29 7127	Solarize County Facilities	Construction	0	1 2 3 4 5	\$185,387.00	0%		2/15/2018	9/30/2018	Claudia Borchert
30 7129	Santa Fe County Crisis Center	Design	0	1 2 3 4 5	\$2,200,000.00	0%		12/4/2017	7/1/2019	Brad Isaacson
31 0608	PWD Secondary Containment Structures	Construction	0	1 3	\$60,000.00	0%				Derrek Garcia
32 0182	West Alameda Annexation Drainage Improvements	Plan	15	2	\$25,000.00	100%	\$25,000.00	1/30/2018	3/30/2018	Erik Aaboe
33 0666	Pinon Hills AWC	Construction	15	2	\$799,759.00	58%	\$467,504.92	12/1/2017	6/30/2018	Justin Reese
34 0732	Romero Park Phase II	Design	9	2	\$329,837.88	92%	\$304,360.00	12/11/2017	12/31/2018	Colleen Baker
35 0766	Santa Fe Mountain Center Renovation	Construction	10	2	\$75,000.00	85%	\$63,750.00	1/8/2018	2/25/2018	Joseph Martinez
36 1442	Village of Agua Fria Wastewater Infrastructure	Plan	0	2	\$1,000,000.00	0%		4/3/2018		David Madrid
37 1443	Camino Maria Feliz Sewer Line	Design	5	2	\$50,000.00	10%	\$4,900.00	2/2/2018	5/31/2018	David Madrid
38 1459	Antonio Lane Sewer Upgrade	Design	5	2	\$50,000.00	84%	\$41,842.00	11/8/2017	4/30/2018	David Madrid
39 1489	Vista Aurora Sewer System	Design	60	2	\$141,826.00	32%	\$45,160.00	9/7/2017	4/1/2018	David Madrid
40 6220	Camino de Jacobo Microsurfacing	Construction	0	2	\$206,900.00	0%		1/2/2018		Derek Garcia



SANTA FE COUNTY

Capital Project Status Update (As of 2/1/2018 9:58:17 AM)

PW ProjectNbr	Project Name	Nature of Procurement	% Comp	District	Project Budget	Over/ Under	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
41	7127	Solar at Nancy Rodriguez Community Center	Construction	0	2	\$60,000.00	0%	2/28/2018	4/30/2018	Claudia Borchert
42	7708	Santa Fe River Greenway "B" Final Design	Design	2	2	\$455,000.00	0%	3/26/2018	3/27/2020	Scott Kaseman
43	7708	Santa Fe River Greenway "B" Acquisitions	Acquisition	35	2	\$1,551,920.00	22%	11/8/2016	11/8/2018	Scott Kaseman
44	7708	Santa Fe River Greenway - Frenchy's Field to Siler Bridge	Construction	25	2	\$4,461,900.00	91%	11/17/2017	6/29/2018	Scott Kaseman
45	7708	Santa Fe River Greenway Design - El Camino Real	Design	98	2	\$412,725.85	83%	10/3/2012	12/31/2018	Scott Kaseman
46	7708	Santa Fe River Greenway Acquisition of BLM Parcels in Section "C"	Acquisition	60	2	\$15,980.00	100%	11/27/2017	10/31/2018	Scott Kaseman
47	8027	Agua Fria Station #1	Plan	5	2	\$117,000.00	0%	12/4/2017	3/30/2018	Russell Naranjo
48	7733	Design and Construct El Camino Real Buckman Road Segment Retracement Trail	Other	20	2, 3	\$4,396,000.00	100%	6/10/2015	1/31/2019	Colleen Baker
49		Turquoise Trail Fire Station #2 ADA Improvements	Plan	5	3	\$30,000.00	0%	1/22/2018	6/29/2018	Joseph Martinez
50		Edgewood Fire Station #3 ADA Improvements	Plan	5	3	\$40,000.00	0%	2/26/2018	6/29/2018	Joseph Martinez
51	0711	La Cienega Community Center Parking Lot	Construction	0	3	\$65,807.00	0%	3/1/2018	3/30/2018	Russell Naranjo
52	0737	Edgewood Senior Center ADA Improvements	Construction	95	3	\$163,721.00	24%	6/1/2017	7/27/2018	Joseph Martinez
53	6159	Upgrade County Road 50A - Camino San Jose	Plan	50	3	\$87,220.76	100%	10/10/2014	3/31/2018	Shannon Vigil
54	6167	Los Pinos Road AWC at Arroyo Hondo	Design	15	3	\$186,727.27	100%	7/17/2017	3/2/2018	Justin Reese
55	6167	Los Pinos Road AWC at Arroyo de los Chamosos	Construction	10	3	\$932,135.48	100%	1/2/2018	6/22/2018	Shannon Vigil
56	6182	CR 55A General Goodwin Rd Design Upgrade	Design	70	3	\$233,316.97	100%	9/23/2013	1/31/2018	Shannon Vigil
57	6183	Torcido Loop - Design/Archaeological Survey	Design	30	3	\$1,189,437.97	14%	6/1/2017	11/30/2018	Scott Smith
58	6193	B Anaya Road CR 12B	Construction	25	3	\$500,000.00	0%	7/19/2017	9/30/2018	Scott Smith
59	6196	Simmons Road CR 26	Construction	20	3	\$250,000.00	3%	12/1/2017	9/30/2018	Scott Smith



SANTA FE COUNTY

Capital Project Status Update (As of 2/1/2018 9:58:17 AM)

PW ProjectNbr	Project Name	Nature of Procurement	% Comp	District	Project Budget	Over/ Under	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
60	Upgrade Race Track Subdivision Chip Seal	Design	15	3	\$562,141.75	11%	\$63,293.85	10/27/2017	11/30/2018	Scott Smith
61	Drake Road CR 9A	Construction	25	3	\$270,000.00	4%	\$10,673.75	12/26/2017	9/30/2018	Scott Smith
62	White Lakes Rd CR 20B	Construction	25	3	\$1,350,000.00	0%		9/11/2017	9/30/2018	Scott Smith
63	King Farm Road CR 21	Construction	10	3	\$750,000.00	3%	\$23,378.76	11/13/2017	9/30/2018	Scott Smith
64	Highway 14 Senior/Community Center	Construction	3	3	\$2,100,000.00	0%		9/26/2016	12/28/2018	Ron Sandoval
65	ML Chalchihuitl	Acquisition	70	3	\$988,499.00	8%	\$74,467.69	8/1/2012	12/31/2017	Colleen Baker
66	Thornton Ranch Open Space Master Plan Implementation	Design	2	3	\$200,000.00	0%		11/1/2017	6/30/2019	Colleen Baker
67	Galisteo Fire Station Remodel	Construction	30	3	\$457,157.00	100%	\$457,157.00	10/30/2017	4/30/2018	Ron Sandoval
68	Turquoise Trail Fire Station in Cerrillos	Design	3	3	\$1,200,000.00	0%		3/30/2018	12/31/2018	Ron Sandoval
69	Madrid Fire Station Expansion	Design	10	3	\$140,780.00	0%		3/5/2018	6/29/2018	Joseph Martinez
70	Stanley Fire Station #3 Roof	Construction		3	\$50,000.00	0%		11/13/2017	11/30/2017	Russell Naranjo
71	Eldorado Fire Station #2 - ADA Improvements	Plan	5	4	\$50,000.00	0%		10/30/2017	5/31/2018	Joseph Martinez
72	Acquisition Canoncito Water System	Acquisition	5	4	\$758,177.00	0%		12/30/2018	9/30/2019	Erik Aaboe
73	Acquisition Hyde Park Estate Water System	Acquisition	85	4	\$115,000.00	17%	\$19,496.00	8/25/2015	3/30/2018	Erik Aaboe
74	Camino Pacifico	Construction	25	4	\$168,156.00	0%		7/1/2018	10/1/2018	Derrek Garcia
75	Glorieta Estates	Construction	5	4	\$200,000.00	3%	\$5,123.18	7/1/2018	10/1/2018	Derrek Garcia
76	Glorieta Civil War Memorial		0	4	\$50,000.00	100%	\$50,000.00			Rudy Garcia
77	Glorieta Fire Station Insulate	Construction	2	4	\$25,000.00	0%		9/29/2017	12/31/2017	Russell Naranjo
78	Eldorado Fire #4	Design	3	4	\$48,140.00	0%		1/29/2021	9/30/2021	Ron Sandoval
79	Eldorado Main Station	Design	0	4	\$290,000.00	0%		4/2/2018	4/1/2019	Ron Sandoval



SANTA FE COUNTY

Capital Project Status Update (As of 2/1/2018 9:58:17 AM)

PW ProjectNbr	Project Name	Nature of Procurement	% Comp	District	Project Budget	Over/ Under	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
80 9692	CR67F La Barbara Drainage and Road Paving Design	Design	90	4	\$199,780.55	100%	\$199,780.55	3/14/2016	1/22/2018	Shannon Vigil
81 6181	NE-SE Connectors Location Study	Plan	98	4.5	\$500,000.00	100%	\$499,999.23	2/4/2013	1/1/2018	Justin Reese
82 7707	Santa Fe Rail Trail Trailheads	Design	11	4, 5	\$20,000.00	72%	\$14,430.00	12/18/2017	6/30/2019	Colleen Baker
83 0150	Public Safety Complex Upgrade	Design	5	5	\$50,000.00	84%	\$42,188.00		9/21/2018	Brad Isaacson
84 0696	Avenida Amistad Paving	Construction	10	5	\$136,581.00	4%	\$4,989.30	2/9/2018	2/16/2018	Justin Reese
85 0753	Solarize Ken & Patty Adam Senior Center	Construction	0	5	\$100,000.00	0%		5/15/2018	8/15/2018	Claudia Borchert
86 0832	Rancho Viejo Fire - Loft Access	Construction	3	5	\$55,000.00	0%		3/30/2018	5/30/2018	Ron Sandoval
87 1469	Rancho Viejo Water Service Improvements	Plan	5	5	\$500,000.00	4%	\$21,223.73	11/3/2017	6/30/2019	David Madrid
88 1484	Canoncito Regional Water Phase II	Plan	0	5		0%		9/3/2018		David Madrid
89 7701	Arroyo Hondo Trail	Design	60	5	\$551,813.00	104%	\$574,486.07	12/13/2012	5/31/2018	Colleen Baker
90 7707	Santa Fe Rail Trail Segment 5	Design	95	5	\$40,000.00	81%	\$32,400.00	3/8/2017	3/31/2018	Colleen Baker
91 7724	Leo Gurule Basketball Court Demolition	Construction	10	5	\$80,000.00	0%		3/13/2018	12/31/2018	Russell Naranjo

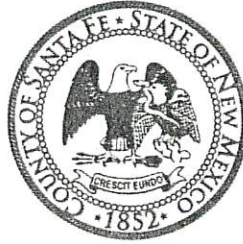
VIII. Information Items

D. Human Resources Division Monthly Report

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

Memorandum

To: *Santa Fe County Board of County Commissioners*

From: *Katherine Miller, County Manager, SFC*
Rachel O'Connor, Director, Community Services Department, SFC

Date: *February 13, 2017*

Subject: *Community Services Monthly Report*

Health Services

We're planning an overdose prevention education training and Narcan distribution for March 7 at the Nambe Community Center. Myriam Salazar, Overdose Prevention Educator with the Santa Fe Prevention Alliance, will conduct the training along with Kati Schwartz, mobile van nurse. We are planning a second training and Narcan distribution for the end of March at Genoveva Chavez Community Center.

Chamber CEO's Simon Brackley opinion piece based on the Gap Analysis report appeared in Santa Fe New Mexican this week, expressing support for increased housing as both a health and economic development issue. Patricia attended a housing/economic development forum sponsored by Santa Fe Homebuilders Association and the Green Chamber of Commerce.

Flu shots continue to be given during what is still peak flu season. We have administered about 560 through the van, and Fire administered 60.

SB 220 is in its final stages with a hearing tomorrow morning and a final vote on the floor, hopefully Wednesday night. This bill changes the definition of a Crisis Center to include non-residential options, and the bill has support from the Human Services Department.

Community Safety

The DWI program is working on completing the LDWI Distribution and Detox grant applications. Both applications are due March 2, 2018. The next couple of weeks will be devoted to completing the applications.

Last week we had 18 attendees at our Youth Program Grant pre-proposal conference. The application for all grants is due next Friday February 16th. Thus far we have received 3 applications.

Teen Court is in the final steps of completing the project for our new Data System. We have a meeting set next week with Real Time Solutions, County IT, our data consultant and internal staff to review the product and go over final steps.

Community Operations

On Friday February 6th, Volunteer Coordinator Carol Branch along with 15 volunteers from The Trails Alliance of Santa Fe and students from The Masters' Program improved 3 switchbacks on La Piedra Trail. This stretch of the trail is not easy accessed therefore it sometimes is neglected. The hikers and especially the bikers will appreciate the improvements. These areas were so damaged that most bikers would have to walk their bikes on these sections breaking their cycling momentum. It was a very successful day.

Anna met with Tekla Johnson and Jessica Terrazas from United Way of Santa Fe County on the Imagination Library Program. They provided the 2nd annual survey of the program. They received over double the responses from last year. The results were once again positive with numerous comments provided about how many people are benefiting from and enjoying the program. There are currently 1700 children enrolled with an average of 30 kids graduating per month. There is a waiting list of about 3 months at this time.

Senior Services

NCNMEDD/Non-Metro AAA's contract with the state was extended to 6/30/18.

We've been working closely with Dave Sperling, Krista Kelly and CHRISTUS to soon operationalize the Navigation position within Senior Services. It is now posted, and we have at least one very qualified candidate coming forward. We hope to kick off shortly following hiring.

Esperanza Salazar started this week as the activity coordinator in Eldorado.

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: February 27, 2018

To: Santa Fe Board of County Commissioners

From: Stephanie Schardin Clarke, Finance Director

Via: Katherine Miller, County Manager

RE: Financial Report for the Month Ending January 31, 2018

ISSUE

The following is a report summarizing the financial activities of Santa Fe County (SFC) through the end of January 2018, Fiscal Year 2018 (July 1, 2018 through January 31, 2018).

BACKGROUND

This report presents unaudited revenue and expenditure results across all funds, including details on general fund and property tax revenues. Revenues and expenditures are presented exclusive of transfers. Overall revenues are up 7.0% over the previous fiscal year due primarily to growth in charges for services (self-insurance) and gross receipts tax collections. Actual expenditures decreased by 0.7% over the previous fiscal year, due primarily to reductions in services and other operating costs.

RECURRING REVENUES

Through January 31st, of Fiscal Year 2018, revenue collections across all SFC funds totaled \$93.9 million. Total revenue is comprised of taxes, fees, fines, grants, joint powers agreement receipts, subsidies and miscellaneous revenue sources. Total revenue collected through period seven of 2018 exceeded Fiscal Year 2017 for the same period by \$6.1 million, a 7.0% increase in collected revenue. See the table below for detailed comparison of year-over-year revenue results.

	FY18 YTD	FY17 YTD	Difference	Percent Change
SFC Property Tax Revenue	\$42,455,696	\$40,504,518	\$1,951,178	4.8%
Gross Receipts Tax	\$33,712,226	\$32,070,923	\$1,641,303	5.1%
Charges for Services	\$12,017,993	\$8,191,745	\$3,826,248	46.7%
Other Taxes Collected	\$2,317,115	\$2,966,460	(\$649,345)	-21.9%
Intergovernmental and Subsidies	\$1,821,884	\$2,226,078	(\$404,194)	-18.2%
Misc. Revenue	\$833,486	\$1,242,947	(\$409,461)	-32.9%
Licenses, Permits & Fees	\$553,029	\$444,373	\$108,656	24.5%
Fines & Forfeitures	\$196,872	\$135,023	\$61,849	45.8%
Total Recurring Revenue	\$93,908,301	\$87,782,067	\$6,126,234	7.0%

Gross Receipts Tax:

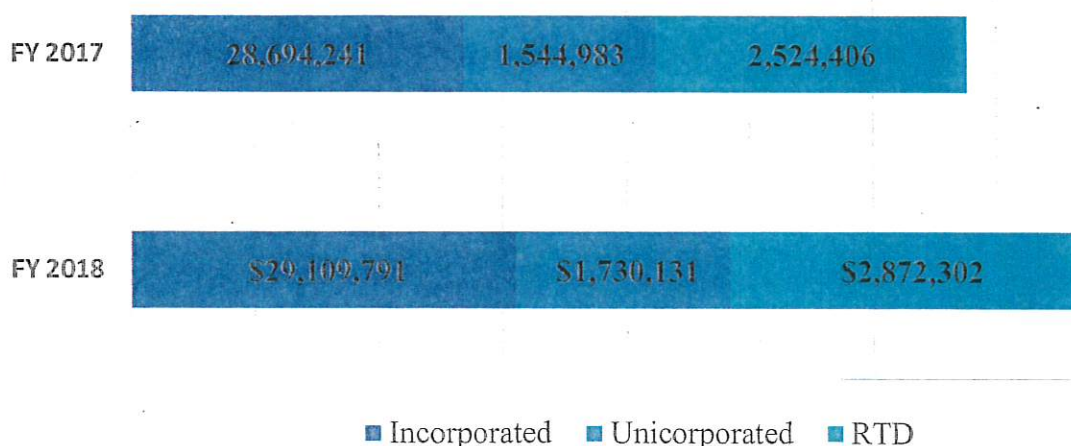
Gross receipts tax collections totaled \$33.7 million through January 31st of Fiscal Year 2018, an increase of \$1.6 million (5.1%) over the previous fiscal year.

Total gross receipts tax includes 12 increments, nine of which are imposed in the incorporated area, including both city and county, and three of which are imposed only in the unincorporated area of SFC.

Fiscal year-to-date collections include \$2.9 million collected as a “pass through” for the Regional Transit Authority (RTA).

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 RTA pass-through increment.

Comparison of Year-To-Date
Gross Receipts Tax Revenue



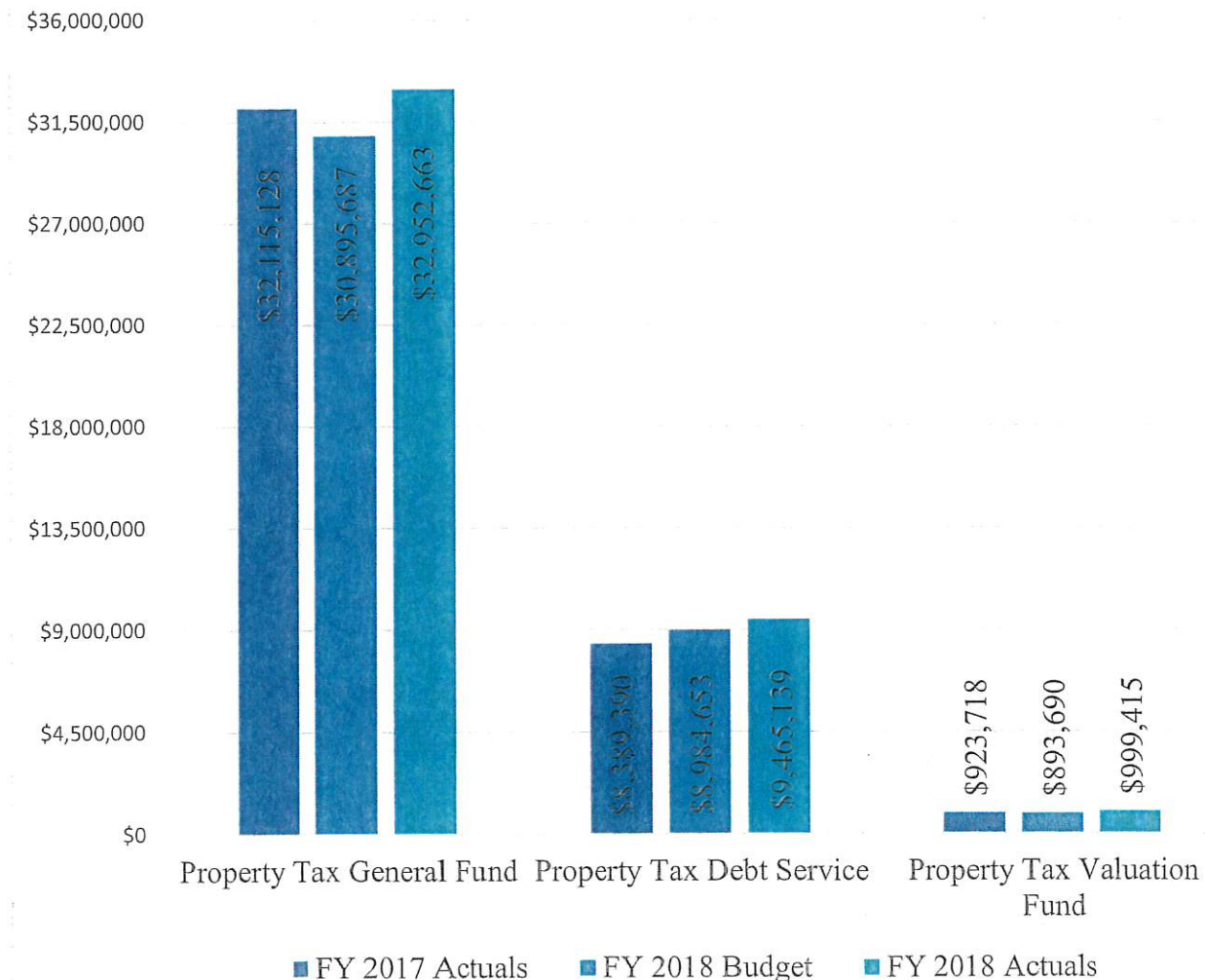
Property Tax:

Through January 31st of Fiscal Year 2018, property tax revenue collections were \$42.5 million (excluding the Property Valuation Fund), \$2.0 million higher than the same period in the previous fiscal year, an increase of 4.8%.

Collection of property taxes is currently \$2.1 million above budget for Fiscal Year 2018. The largest 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 property tax, to 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 2018.

Year-To-Date Property Tax Collection
Versus Prior Year and Current Year Budget



Other Revenues:

Charges for services totaled \$12.0 million through January 31st of Fiscal Year 2018, up \$3.8 million, or 46.7%, over the same period last year. This increase is the result of SFC completing its first year of being self-insured.

Intergovernmental and subsidies revenues decreased by \$0.4 million, or 18.2%, over the same period of the prior fiscal year. This change is due to a decrease in housing subsidies, \$0.5 million to date.

The General Obligation Bond sale proceeds of \$22.2 million received by SFC in September 2017 are excluded from this revenue presentation due to the non-recurring nature of that revenue.

RECURRING EXPENDITURES

Total recurring expenditures through January 31st of Fiscal Year 2018 were \$61.8 million, a decrease of \$0.5 million, or -0.7 percent, compared to the same period of the previous year.

The following table presents total recurring expenditures by expense category.

	FY18 YTD	FY17 YTD	Difference	Percent Change
Salaries & Benefits	41,188,719	38,936,282	2,252,437	5.8%
Services	7,180,767	8,190,042	(1,009,275)	-12.3%
Other Operating Costs	5,867,809	6,347,375	(479,566)	-7.6%
Insurance & Deductibles	1,807,073	2,183,012	(375,939)	-17.2%
Healthcare Assistance Programs	1,789,315	2,114,526	(325,211)	-15.4%
Supplies	1,364,176	1,541,437	(177,261)	-11.5%
Maintenance	1,330,747	1,752,261	(421,514)	-24.1%
Vehicle Fuel & Maintenance	932,491	845,369	87,122	10.3%
Travel	194,102	161,445	32,657	20.2%
Public Safety Expenses	189,445	206,795	(17,350)	-8.4%
Miscellaneous	550	23,944	(23,394)	-97.7%
Total Recurring Expenses	61,845,194	62,302,488	(457,294)	-0.7%

Salary and benefit expenses totaled \$41.2 million through January 31st of Fiscal Year 2018, an increase of \$2.3 million (5.8%) over the previous fiscal year. Year-over-Year is attributable mainly to benefits paid from the Self Insurance fund.

Expenditures on services are \$7.2 million through January 31st of Fiscal Year 2018, a decrease of \$1.0 million (-12.3%).

Other operating costs totaled \$5.9 million through January 31st of Fiscal Year 2018, a decrease of \$0.5 million over Fiscal Year 2017 (-7.6%).

Reported expenditures exclude the following non-recurring costs: election expenses of \$24,000, capital purchases of \$8.0 million, subsidies through the down payment assistance program of \$70,000, and debt service on bonds totaling \$16.9 million.

OTHER FINANCIAL INFORMATION

In January 2018, the Finance Division staff completed the issuance of Federal form 1099s to vendors and the subsequent acceptance of the file submission to the Internal Revenue Service (IRS). In addition, the Finance Division staff and Human Resources staff issued the Federal forms W-2s and 1095-c to county employees and successfully submitted the required information to the IRS.

In December 2017, SFC's Series 2017 Capital Outlay Gross Receipts Tax Refunding Revenue Bonds closed to refinance existing gross receipts tax bonds for interest savings. SFC's bond rating of AA/Stable Outlook was affirmed by Standard and Poor's.

Mill rates have been released and tax bills are being generated for the current property tax cycle.

