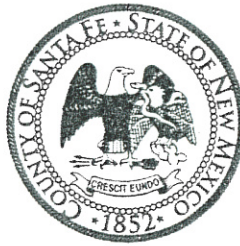


Henry P. Roybal
Commissioner, District 1

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: March 15, 2017
To: Board of County Commissioners
From: Penny Ellis-Green, Growth Management Director
Via: Katherine Miller, County Manager
Re: Growth Management Monthly Report February 2017

This report is a summary of projects for Growth Management with statistics from February 2017. Growth Management consists of 4 divisions; Planning, Economic Development, GIS and Building and Development Services.

Planning Division

Affordable Housing

A contractor was selected and all paper work has been completed for a "Happy Roof" roof repair at a home located in La Puebla.

Staff received and processed one request for mortgage subordination.

The down payment assistance committee has met and approved two requests for down payment assistance in the amount of \$20,000.00 per household for two income range one households.

Open Space

Planning staff attended the Santa Fe National Forest Plan revision technical meetings on February 6th and 7th, 2017.

Staff conducted a special work session with COLTPAC to clarify the role of the committee for new and current members and as input for the strategic plan being developed.

Open Space staff have finished drafting the Thornton Ranch Open Space Management Plan and are refining the documents. Staff is also coordinating schedules in order to set up meetings with tribal partners and commissioners.

Food Policy Council

Staff attended the SFFPC meeting on February 23rd, 2017. The meeting included input from members of the public regarding the City's proposed 'sugar tax' and the group worked with other Council members to draft recommendations to the City regarding adoption of the tax.

Agriculture & Ranching Implementation Plan

Staff completed outreach for Phase 1 of the Ag Resource Inventory.

Staff is currently reviewing the draft Food System Analysis report which compiles information received through the Ag Resource Inventory.

Staff has begun the development of the Agriculture Clearinghouse, a web-based hub of information regarding agriculture, food access, economic opportunity, and resource providers in our local foodshed.

Transportation

SFMPO

Staff attended the Feb. 20 Technical Coordinating Committee (TCC) meeting and the Feb. 23 Policy Board meeting. Items discussed included:

- City Councilor Joe Maestas was elected as the MPO Chair, and County Commissioner Ed Moreno was elected as the MPO Vice Chair.
- NMDOT Dist. 5 gave an update on the status of NM599/Via Veteranos Interim Safety Improvements. The NMDOT design is expected to be complete by Nov./Dec. with an estimated cost between \$300,000- \$500,000. The District intends to apply for federal safety funds for construction in FY 2018. The proposed improvements include turn lanes, a raised median, and a channel barrier to prevent crossing NM 599 from Via Veteranos but allow southbound left(east) and northbound left turn (west) exits from NM 599 to Via Veteranos. Right turn in to Via Veteranos from NM 599 and right turn out from Via Veteranos to NM 599 would remain. NMDOT will schedule a public meeting on the proposed improvements in May/June at the Nancy Rodriguez Center. At the TCC meeting City Engineering staff voiced concern that traffic would be diverted to the Camino Los Montoyas and South Meadows intersections and that connecting local roads were not adequate to handle the increased traffic volume. At the Policy Board meeting it was noted that no County or City local funding would be requested as NMDOT would provide the 10% match to the 90% federal safety funds.
- Work has begun on the NMDOT NM 599 Interchange reprioritization study. The study will update the 2010 NM 599 corridor study and make new recommendations for priorities for NM 599 grade separated interchanges and frontage road improvements. The study is expected to be completed in December 2017.
- The Policy Board approved the FTA funded MPO Pre –Teen/Teen Independent Transit and Mobility Plan. The plan examined barriers to transit use by preteen and teens and made recommendations to increase transit ridership from these age groups.
- The MPO has issued a call for candidate projects for the new MPO FY 2018-2022/23 Transportation Improvement Program. NMDOT has projected available federal funding of 5-15 million dollars in FY 2022/23 for projects in the MPO area. Candidate projects are due April 24, 2017 with Policy Board review and approval of ranking by June 19, 2107.

Staff attended the February 9th, 2017 Mid Region Council of Governments (MRCOG) Regional Transportation Planning Organization (RTPO) meeting. Damian Segura, NMDOT Title VI Coordinator gave a presentation on Title VI and Title VI plans followed by a question and answer period. NMDOT is reviewing all plans submitted for completeness and will send written notification to local governments that have items which need to be addressed. NMDOT is also arranging to have FHWA instructors conduct a Title VI training course, tentatively scheduled for April 2017.

Planning Division staff arranged to have Santa Fe County's Title VI documents translated. English and Spanish versions were formatted into poster size for distribution and posting at County office buildings.

NCRTD

Staff attended the February 3rd, 2017 NCRTD Board of Directors Meeting. Items discussed included the following:

- Amendments were adopted to the procurement policy and the FY2017 budget for the installation of a back-up generator to the Espanola NCRTD Office and Maintenance building. The mid-year financial report was presented by staff.
- A Memorandum of Agreement was approved between NCRTD and the Jicarilla Apache Nation for transit serve and to use Tribal Transit funds for service costs.
- NCRTD Director, Tony Mortillaro gave an update on the NCTRD-Santa Fe Trail Consolidation Study. The current conditions part of the study is done and meetings with stakeholders/elected officials are nearly complete. A draft report is expected to be delivered to NCRTD staff in March, 2017.

Community Planning

Staff drafted the TDR Bank Operationalization framework which outlines next steps for developing the TDR Bank.

Staff conducted four site visits to properties to document baseline conditions for TDR qualification. Properties located in Chimayo, Pojoaque Valley, La Puebla, and Glorieta Mesa.

Staff met with the Galisteo Planning Committee to review the final draft of the Galisteo Community Plan Update, Village Center Action Plan, and Revitalization Plan. The Planning Committee agreed with the documents and staff is coordinating two community review meetings to be held in March, in accordance with the Plan Amendment process outlined in the SLDC.

Community Organizations and Registered Organizations

Staff continued implementation of the SGMP through outreach and coordination of the Community Organization and Registered Organization process.

The Planning website has been updated to include a page on the CO/RO program to increase visibility.

Staff is currently processing RO applications for the Turquoise Trail Regional Alliance and Campo Conejo HOA.

Economic Development Division

The next Northern Rio Grande National Heritage Area (NRGNHA) Board of Directors meeting is scheduled for April 1, 2017.

The next North Central New Mexico Economic Development Department (NCNMEDD) Board of Directors will hold its next board meeting March 24, 2017.

The REDI Net (fiber optic broadband) Board of Directors meets every 2nd and 4th Thursday of the month, the re-organization of the operation, hiring and funding of a manager and staff was discussed. Interviews for the manager position will take place in March. The Board also reviewed a proposal to locate operations at the Pojoaque Industrial Park.

The Estancia Valley Economic Development Association (EVEDA) met February 17, 2017. There are two new businesses that have located to the Estancia Valley in Moriarty. Discussions focused around the budget and future possibly LEDA projects.

The economic development staff has been meeting with the City and soccer complex representatives discussing how to move forward developing the MRC as a destination for soccer tournaments.

The economic development staff will be promoting Santa Fe County at the travel and leisure show in Denver in March along with City staff.

Building and Development Services Division

Permits and Development Review

The following statistics are provided for permits and approvals issued in February 2017:

	February 2017
New Residential Permits - Stick Built Homes	12
New Residential Permits - Manufactured Homes	3
Commercial Building Permits	4
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	0 Lots
Exemptions	0 Lots
Commercial Business Licenses	0
Home Occupations No Impact	5
Home Occupations Low Impact	0
Film Permits	0

Code Enforcement

The following statistics are provided for code enforcement actions in February 2017:

	February 2017
Number of Initial Notices of Violation Issued	23
Number of Final Notices of Violation Issued	4
Number of Notices of Violation resolved without court action	12

GIS Division

E911 Addressing

In February Addressing staff inspected 2,605 addresses and replaced 175 rural address postings. These 2,605 address inspections set another all-time monthly high, surpassing last month's record of 1,851; albeit the area swept was the relatively dense Eldorado area (thus the low number of address replacements).

GIS

The GIS Division prepared 72 development permit screening forms & maps which triggered 18 archeological screenings.

Work continued with the new GIS Supervisor, Christina Kelso, assisting the GIS Analysts with creation and deployment of interactive mapping services.

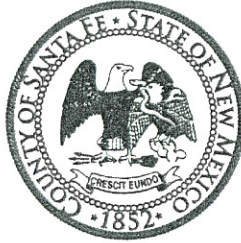
A key coordination meeting was held with IT Division staff to analyze not only FY2018 budget requests and priorities, but also to scope future work and address long term system architecture needs to support the deployment of the critical interactive mapping services.

Also, successful testing of the 'disconnected editing' environment was completed and should be ready for deployment into the field during March. This FY2017 capital project should help further streamline field data collection and update workflows with the goal of leveraging this technology to assist other County Departments requiring field data collection and maintenance.

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Commissioner, District 3



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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: March 28, 2017
Re: SFC Public Safety Department Monthly Report for February 2017

The purpose of this memo is to provide you information relative to the SFC Public Safety Department for the month of February 2017.

CORRECTIONS DEPARTMENT

Adult Detention Facility (ADF)

Administration/Security

- The Santa Fe County Adult Detention Facility had 661 intakes and 685 releases for the month of February 2017.
- The Cadet Academy was conducted throughout the month of February.
- A Special Meeting was conducted by the Board of County Commissioners on February 28, 2017 for the purpose of the Annual Tour and Inspection of the Adult Detention Facility. The Commissioners, County Manager, and County Attorney were provided with an operational overview of the facility and provided information in areas such as, inmate housing, staffing, medical, food service, electronic monitoring, and mental health.

Programs

- 24 Inmates participated and received their certificates

Electronic Monitoring Program

- Providing services to 338 clients.
- There were 44 successful releases for February.
- Clients Financial Obligation – Paying - 20%, Waived - 0%, Unemployed - 73%, Out of County - 7%.

Youth Development Program (YDP)

- On February 22, 2017, Instructors with the Wildlife Center of Espanola conducted a presentation for residents at the Santa Fe County Youth Development Program. They presented four types of raptor birds. They discussed the impact of these types of species in our environment and how we affect theirs.

- On February 18, 2017, Molly Boyle, a reporter from Pasa Tiempo, visited a poetry workshop that was conducted by Israel Haros Lopez. Mrs. Boyle will be featuring this article on March 31, 2017, in the Pasa Tiempo insert of the Santa Fe New Mexican.
- On February 14, 2017, Santa Fe County Youth Development Program submitted for the 2017 National Association of Counties Achievement Award. The submission is under the category of community and economic development for "Dollars4Schools initiative." The Santa Fe Community Foundation has partnered with Santa Fe County Youth Development Program through the Dollars4Schools initiative, as a shared commitment to student success and community collaboration.
- On February 13, 2017, four civil society activists from the Republic of Georgia visited Santa Fe County Youth Development Program. This was part of the International Visitor Leadership Program. This program brings visitors to the United States to introduce the ethnic, religious, linguistic and racial diversity in American culture. They examine youth engagement through education, economic and civic participation and how perceptions about ethnicity, cultural heritage and national identity affect the ability of minority youth.

Intakes	24
Releases	21
Male Intakes	21
Female Intakes	3
Average Daily Population	14

FIRE DEPARTMENT

Administration, Facilities, Fleet

- Emergency Communications Trailer bid successfully awarded to contractor.
- Galisteo apparatus bay addition project out to bid.
- Project Manager assigned to the Madrid Station training room addition project.
- Agua Fria Training Tower project 95% complete; final inspections and operational training scheduled for March.
- Electrical and bathroom remodel project underway at Edgewood Station 2 (Cedar Grove).
- 2018 budget kickoff. Budget meetings with Fire Districts and Administrative staff.
- Received Vehicle Lift for Fleet Division.
- Testing is on-going to fill vacancies, to include Fire Prevention Specialist, Fire Lieutenant, Wildland Technicians, and regional career firefighters.
- Ambulance billing collected \$126,799. Total revenue collected YTD \$914,486.
- ISO inspection completed for the Edgewood and Turquoise Trail Fire Districts. Notified that as a result of recent inspections, Agua Fria District remained an ISO 5 and Glorieta improved to an ISO 4.
- State Fire Marshal completed their inspection of Glorieta Station 2 and certified it as a main station eligible for funding in FY2018.

Operations and Training

Emergency Responses/602 total - 37 Fires and 464 EMS

- Daily Emergency Reporting database monitoring and corrections for regional and volunteer staff.
- Shift Training Captains continue to expand delivery of fire and EMS training to regional staff and volunteers. Coordinated training with the manufacturer for Stanley burn structure.

- Paramedic students continue classroom work at the Santa Fe Community College (SFCC) in preparation for field internships later this spring. SFCC EMT basic students already interning with paramedic staff at regional stations.
- All HR trainings coordinated and completed February 8th for career staff.
- Ordered 12 new Toughbook computers and modems for Regional apparatus.
- Station visits continued with Regional crews.
- Work continues to complete the design specifications for Fire District vehicles awarded through the 2017 Fire Council grant process.
- Preparations continue for what appears to be a busy wildland fire season due to early season high temperatures and lack of lower evaluation moisture.
- PRC inspections completed for all ambulances. No negative findings or report.

Fire Prevention and Wildland

- Business registrations – 8
- Development Reviews and Adjustments – 38
- Burn Permits – 11
- School and business inspections – 14
- Hydrant Inspections and testing - 1
- Pre-school/School fire and injury prevention presentations/Health Fair – 6
- Investigated 8 complaints
- Acres burned in county – 0.5
- Fuel mitigation activities - 4 acres.
- 7 Wildland fire training sessions conducted for 166 students.

Volunteer Recruitment and Retention

- New member applications recruited and approved in January – 9 (YTD 17)
- Volunteer firefighter participation reports completed and submitted to PERA.
- Worked the display for SFC Day at the NM Legislature.
- Hosted web based training seminar on Recruitment and Your Department's Public Image for the International Association of Fire Chiefs Volunteer Work Force Solutions Group.
- Working with Human Resources to coordinate volunteer and career staff Occupational Safety and Health Administration (OSHA) and Department of Transportation (DOT) physical exams and recording.
- Received and distributed career staff annual uniform allotment order.

Emergency Management

- Participated in a mass notification web demo with the Regional Emergency Communication Center and City of Santa Fe Office of Emergency Management (OEM).
- Chemical, biological, radiological and nuclear defense (CBRNE) orientation for the Black Canyon Wildland Team.
- Conducted the MCI Response in Hostile Environments class to the Wildland Team members.
- OEM staff attended a two day managing a Food Emergency conducted by Louisiana State University.
- Attended a preseason wildfire briefing.
- Conducted the monthly Technical Rescue Team training.

- Participated in a Vigilant Guard Exercise logistics planning meeting.
- Chimayo pilgrimage planning has started in collaboration with Rio Arriba County.
- Participated in a Region 1 Healthcare Preparedness Coalition meeting.
- Operational readiness checks for all Emergency Management Deployable Resources.

RECC

- **Operations**

- Total Telephone Calls Handled (incoming and outgoing)
 - February – 24,245
- Total calls Received via 911
 - February – 5,327
- County calls requiring response agency dispatch
 - February – 5,736
- City calls requiring response agency dispatch
 - February – 10,774
- Town of Edgewood calls requiring response agency dispatch
 - February - 568

- **Staffing**

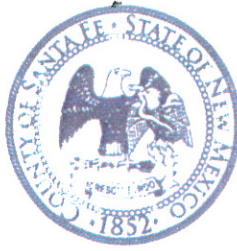
- Currently awaiting approval from HR for 2 Trainees to start.
- Vacancies - 9 Trainee positions

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: *March 6, 2017*

TO: *Board of County Commissioners*

VIA: *Katherine Miller, County Manager*

FROM: *Michael Kelley, Public Works Department Director*

ITEM AND ISSUE: *BCC Meeting March 28, 2017*
Public Works Monthly Report for February 2017

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.

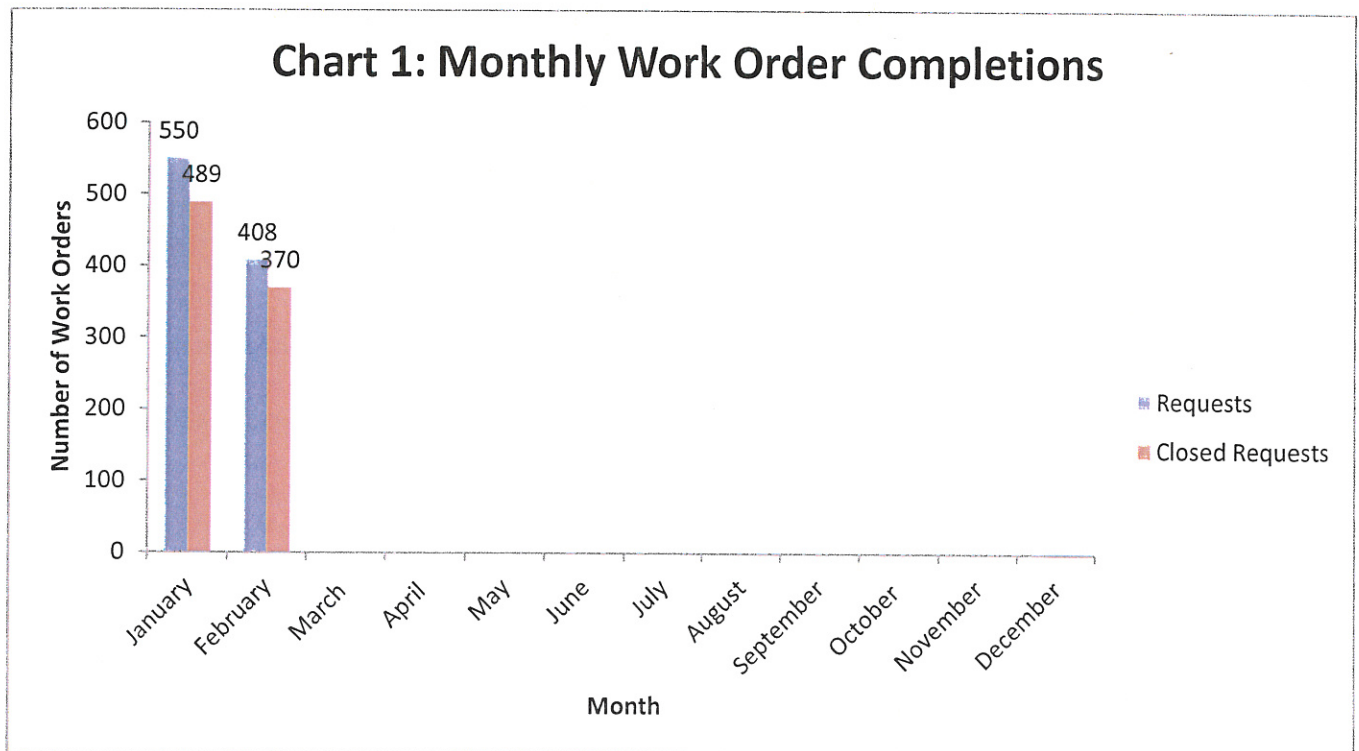
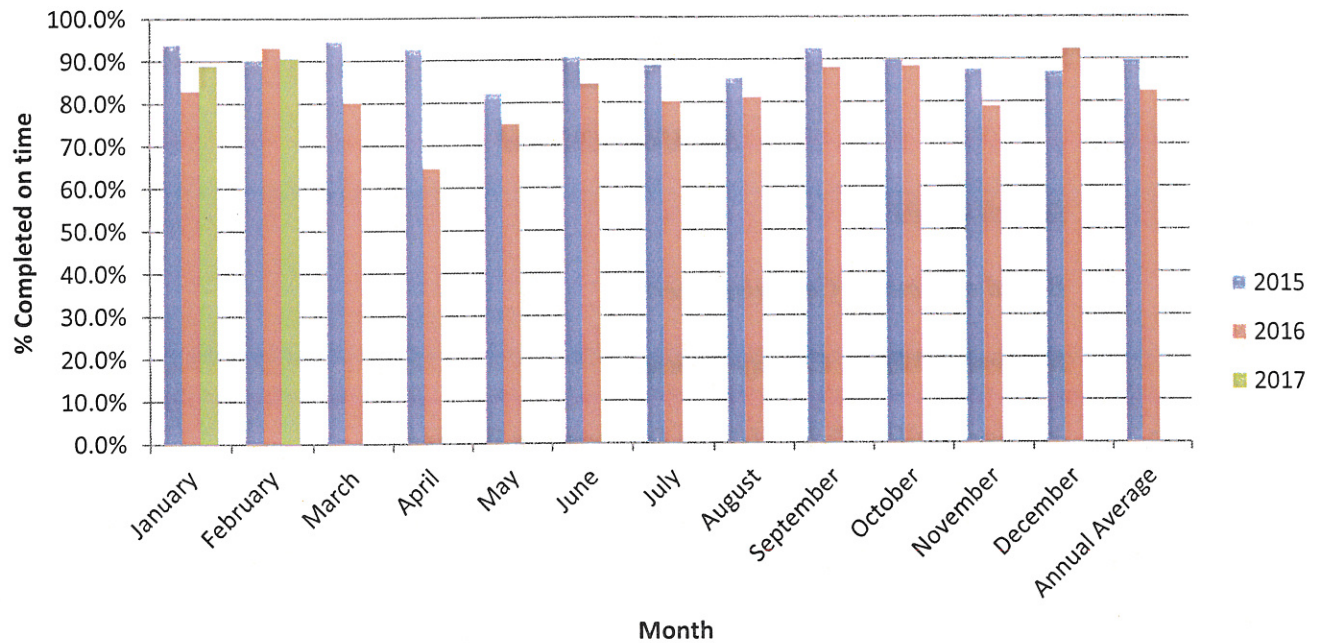
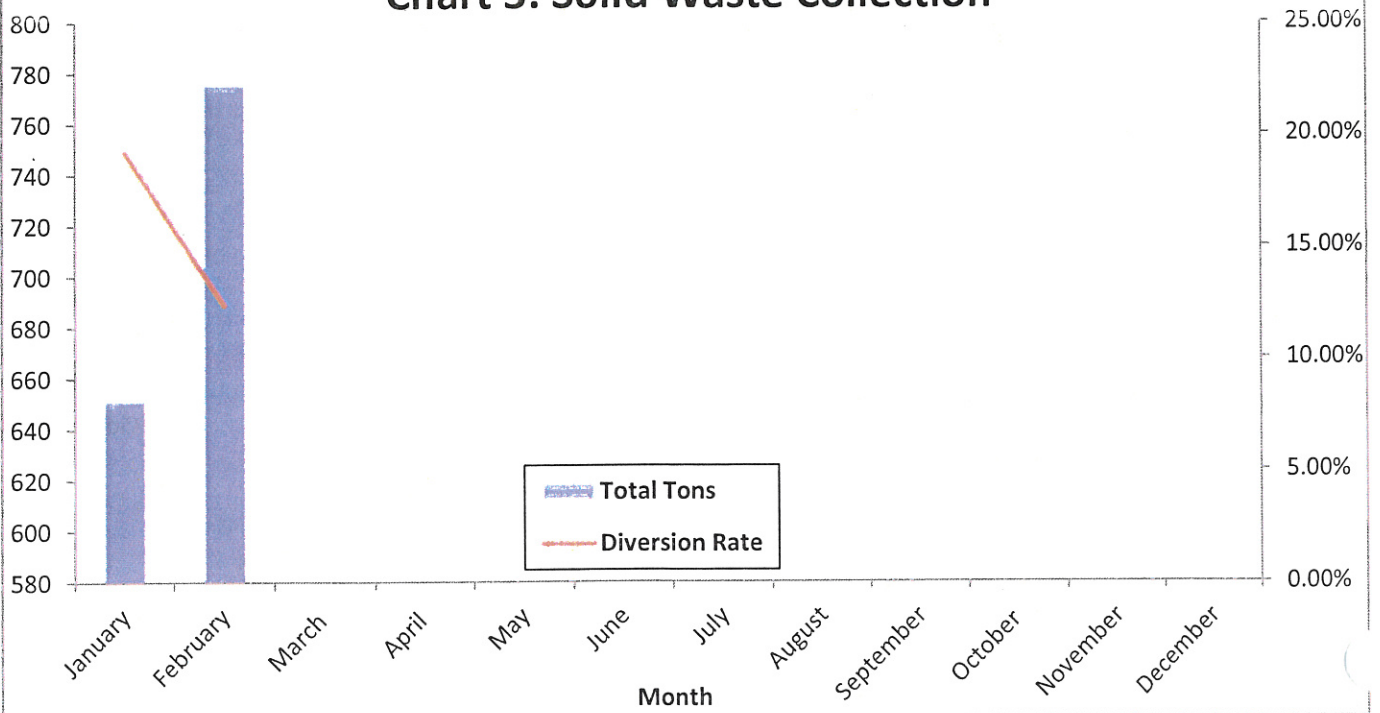


Chart 2: Year-to-year Work Order Completion Rates



Solid Waste: The County average diversion rate was 14.32% in 2016. The month of February diversion rate was 12.38%, bringing the year-to-date average to 15.79%. See chart below.

Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	Feb 17	CY17
1-trip	20	38
6-trip	30	67
6-trip/senior	11	25
6-trip/low income	0	0
6-trip/veteran	3	4
12-trip	129	332
12-trip/senior	98	291
12-trip/low income	5	5
12-trip/veteran	13	33
Bag tags	55	155

Utilities Division

- **Aldea Water Line Repair** - Completed emergency repair and replacement of a 20 foot section of a 12 inch water transmission pipeline including removal of 120 feet of damaged pavement and base course replacement (to be repaved in spring).
- **Parsley Circle Water Line Repair** - Completed emergency repair and replacement of a 5 foot section of a 4 inch water distribution pipeline including removal of 200 square feet of damaged pavement and base course replacement (to be repaved in spring).
- **Senior Campus Project** – Ongoing inspection and oversight by County staff, of construction of the Senior Campus wastewater collection pipeline.
- **PRV Valve Failure at Hwy14 and SR599** - Completed emergency repair of failed 12 inch PRV to resolve temporary loss of service.
- **Fire Hydrant Replacement at Hwy14 and SR599** – Replaced Fire Hydrant on Hwy14 near Allsup.

Project Delivery Division:

Utility Projects:

- **Vista Aurora Subdivision Sewer Line Upgrade** –Project is on hold. Funding is in jeopardy due to State Legislative procedures.
- **Lamy Junction Waterline Extension–Design Phase** - County Manager has signed the amendment for a water quality report for the water line. Contract is in the process of being amended.

TL6S Transmission Line – Design Phase: Design Phase is 100% complete. County Manager has signed the amendment redirecting \$19,000 for construction inspection services to the water Quality report for the Lamy Junction. Contract is in the process of being amended.

- **Agua Fria Utilities Infrastructure Plan** – Preliminary Engineering Report (PER): PER is 100% complete. Received quote from Engineering firm to take water PER to 100%, it is within our remaining budget so we will amend the contract to take water PER to 100%.
- **Antonio Lane Sewer Upgrade** – This project has been placed on hold. Funding is in jeopardy due to State Legislative procedures.

Road Projects:

- **Alamo Lane** – PO to Contractor has been created. Waiting on millings from NMDOT to begin construction.
- **Camino Jacobo** – Project has been placed on hold. The Housing utility work will need to be completed prior to the road work.
- **Camino San Jose** - A priority plan has been completed by a consultant engineer. In the process of reviewing it so see how the County wants to proceed.
- **CR54 Los Pinos All-weather structure design**- Bid opening took place 3/15/17. Bid came in \$500,000 over budget. In the process of making some design changes to build the CBC as a cast in place structure. We will need to acquire additional funding to go out to bid again.
- **NE/SE Connector** is in Phase C of The Location Study. NMDOT and FHWA are requiring a more extensive Phase C study due to new location study procedures. This will delay Phase C study completion until December 2017.
- **CR55A General Goodwin Road Design Upgrade**. Design Contract expired on 10/11/2016. The sole source memo is being posted on SFC website to extend the contract for Miller Consultants.
- **Torcido Loop Chip Seal and Drainage Improvements** – Working on issue with the drainage structures. Currently drawings show drainage designed for 2 year storm.
- **CR89 and 89C Drainage and Roadway Improvements** – BCC approved the County Manager authority to purchase easement's necessary for the construction project.
- **Santa Fe Racetrack Chip Seal and Drainage Improvements** – Drainage Report has been completed by Santa Fe Engineering. County Staff is debating on whether this can be designed in house or needs to go out to RFP.
- **Calle Cantando, Puesta Del Sol, Paseo de Rincon, Puye Road, Camino Pacifico chip seal projects** are in the design process by County Staff. Working with Procurement to get the IFB for construction.
- **Glorieta Estates Chip Seal project** –Final ROW has been recorded. Project will be delayed until summer of 2018.
- **CR67F La Barbaria** – Have directed Louis Berger to provide plans to extend construction to the limits of county maintenance. Waiting on price for additional engineering services so the contract can be amended. Held meeting with utilities on February 9th to coordinate relocations for the project.
- **CR 54 Los Pinos All Weather Crossing at Arroyo Hondo**- Submitted PPR, IPR and LOI to procurement for engineering services for the Design of the all-weather crossing.
- **CR 72A All Weather Crossing** – Received quote from engineering firm for design services. County staff is looking into prefabricated bridges, CLOMAR and LOMAR requirements to see if the design services fee can be reduced.

Building Projects:

- **Nancy Rodriguez Community Center:** Contract and PO have been executed. Kickoff meeting is scheduled for March 13, 2017 with Longhorn Construction.
- **Plan and Design Improvements at County Fairgrounds & Ag Extension Office:** Pre-bid conference for the Extension Office was held March 7, 2017. The Bid opening is scheduled for March 22, 2017. The Sewer and Water supply lines low bid were accepted and Purchasing forwarded the "Notice to Award" to the low bidder March 6, 2017 – Contract negotiations are pending.
- **County Administrative Offices:** The next section of Archaeological testing is on hold until underground utilities have been located and turned off in the Phase II and III work areas. A meeting was held with the County Manager March 6, 2017 where Spears Horn presented the current Schematic design to Katherine Miller and Tony Flores. A number of suggested changes were offered. The Design Team met with Mark Hogan Tuesday March 7, 2017 to discuss the approach to completing the design per the County's requirements. Spears Horn will provide a schedule update on schematic design tasks yet to be completed.
- **District Attorney (DA) Office Remodel:** The final review of the project budget was held between Wayne Lloyd, Mark Hogan and Brad Isaacson on Wednesday March 8. A meeting with District Attorney Serna is scheduled for Wednesday, March 15, at the DA offices, to discuss the completion of the plans, the bid/procurement process, available budget, exclusions from the scope of work and projected construction schedule.
- **Adult Detention Facility Youth Detention Facility Master Plan:** Wilson and Company is proceeding with the interviews of staff and data collection for the master plan March 7 – 9. A meeting with Wilson and Co. will be set up to discuss and review the Project Management Plan and how Wilson will comply. Projects staff will meet with the Warden to review the details of the Project Management Plan.
- **PW Expansion Phase II:** The Schematic design was approved February 15th Baer Architects is proceeding with the Design Development phase. DD Review has yet to be scheduled.
- **PW Admin. HVAC Upgrades:** The bid opening was held March 2, 2017. Contract negotiations are underway with the low bidder.
- **Ken and Patty Adam Senior Center/Max Coll Community Center:** The contractor worked on Saturday, March 4, 2017 on the installation of duct work. The new duct work and installation of the make-up Air unit is to provide fresh air to the original building. Test and balance is scheduled for Monday, March 27, 2017. The Design Team is requesting additional fees for the closeout of the project when the original contractor was terminated. The request for additional fees was forwarded to the Bonding Company for their review. Projects is requesting the Bonding Company cover these fees.
- **Hwy 14 –Senior Community Center:** A second community meeting was held on Saturday, March 4, 2017. Approximately 40 people attended. The feedback was positive from the group. The PM was on-site early in the week to mark off the parcels for the fire station, parking lot and senior center site. The group walked over to the site and the breakout of the parcels was very informational. The design team is continuing work on the schematic phase. The addition of the new Turquoise Trail Fire Station that will share the site has been initiated.
- **Glorieta Fire Station #2:** The design team completed the revised drawings for the buried storage tanks. Additional information was received from the design team which delayed the submittal to the Purchasing Division to begin soliciting bids for the work.
- **Agua Fria Fire Station Training Center Site Improvements:** A NM licensed electrician was hired to perform an inspection of the electrical connections. This was required by NM

CID in order to receive a certificate of occupancy. The electrician completed the work needed and the electrical inspection passed on Wednesday, March 8, 2017. The PM is scheduled to meet with the LP inspector on Monday, March 13, 2017 to approve the LP installation. A training on the facility was held on Wednesday and Thursday, March 8 and 9, 2017 with County Fire Staff. The site contractor is scheduled to return to the project on Friday, March 10, 2017 to complete asphalt work and installation of parking bumpers.

- **Galisteo Fire Station Remodel:** The bid opening was held on Tuesday, March 7, 2017. Five contractors submitted bids. The established MACC was \$255,000.00 with the lowest bid coming in at \$380,000.00. Staff is gathering bid information and is scheduled to meet with Purchasing, the architect and the Fire Department to determine the best strategy on how to proceed.
- **Stanley Cyclone Center:** On Thursday, March 2, 2017 the permanent certificate of occupancy was issued by CID. The contractor completed the grease trap relocation. The PM is waiting on further information from the District Commissioner regarding the information he is requesting on the plaque. The ribbon cutting ceremony has been rescheduled for Saturday, May 6, 2017. The final Change Order (deductive) is being circulated for signatures and Project Closeout.
- **Leo Gurule Basketball - Tennis Courts:** Adequate funding has been confirmed and staff is working on preparing and submitting IFB request to purchasing. Meeting with procurement was held on March 3, 2017. Staff is currently working on submittal for building permit through CID.
- **Santa Fe Mountain Center:** Final Construction documents were received on February 28, 2017. Staff is currently preparing IFB request package for construction and submitted package to procurement on March 3, 2017.
- **Bennie J. Chavez Center Septic system:** The project was originally bid October 3rd; however the awarded contractor for this project was unable to get bonding which has significantly delayed the contract award. The determination to go out for an IFB was determined on January 9, 2017 by procurement. This project appears to fall under the DFA freeze of any capital project unencumbered as of January 23, 2017 though some design fees have been made from the PO written against the State appropriation.
- **Edgewood Senior Center ADA Upgrades:** Procurement package was forwarded to purchasing on February 6, 2017. IPR's and requisitions for advertising of IFB were submitted to purchasing on February 10, 2017. Project advertised on March 5 & 6, 2017. Pre-bid meeting was held on March 9, 2017. Bids are due April 6, 2017.
- **Edgewood Fire Station #2 - Cedar Grove:** Procurement package was forwarded to purchasing on February 6, 2017. IPRs and requisitions for advertising of IFB were submitted to purchasing on February 10, 2017. Project will advertise on March 12 & 13, 2017. Pre-bid meeting is scheduled for March 20, 2017 on site.
- **Jacona Collection Center** - Plans for moving this project forward are being discussed and coordinated to include review of new options.
- **Women's Health Building:** Projects staff is gathering information in order to develop a scope of work commensurate with the available budget. Cost estimate, plans and specification for the electrical service upgrade were received on February 15, 2017. Staff is working on the submittal to procurement to request an IFB for the electrical service upgrade. Coring of the parking lot was conducted by staff and the County's Soils Lab Technician to determine asphalt depth on February 16, 2017. Based on results of the coring of the parking lot staff is recommending a micro surfacing treatment and is preparing the submittal for an IFB. Staff also

continues to work on the mechanical system upgrade for the facility. Electrical service upgrade request for IFB was submitted to procurement on March 1, 2017.

- **Madrid Fire Station:** Staff is currently working on list of requirements for this facility. A site meeting with the Fire Dept. Staff was conducted on February 15, 2017 to discuss the needs of the facility. The boundary and topo survey is pending. IPR and PPR Form for the survey were forwarded to the Fire Dept. for processing on March 1, 2017. Notice to Proceed will be issued upon issuance of P. O.

Open Space & Trails Projects:

- **Arroyo Hondo Trail:** Projects staff issued the Notice to Proceed on the new contract with Loris and Associates on January 17, 2017. The Engineer submitted a preliminary set of 60% plans for review on January 27, 2017. The Engineer scheduled a meeting with their sub consultant Souder Miller and Associates to review the drainage analysis on February 9, 2017. Project Manager met with Terry Lease and the Growth Management Department to review the land use code requirements in relation to the proposed acquisition of an easement through the L'Heureux property for the trail. Growth Management staff will review the code requirements prior to meeting with the landowner. Terry will schedule a meeting with the land owner and Growth Management staff. Staff held a conference call with Rancho Viejo on March 8, 2017 to discuss the trailhead in the future Business park off Richard's Avenue and the timing of the construction of Velocity Way.
- **Mt. Chal:** Projects staff and the acquisition specialists held conference call with the mineral appraiser on January 25, 2017. The appraiser submitted a data request on February 3, 2017 in preparation for scheduling a trip to Santa Fe to conduct a site visit and obtain the data they need to complete a valuation of the minerals. The appraiser is planning to be in Santa Fe the week of March 13th to conduct a site visit and gather the data they need to complete the appraisal. Gail Glockhoff signed the purchase agreement on February 16, 2017. The Project Manager submitted the PPR to route the Purchase Agreement for County signatures on February 23, 2017. The Project Manager met with the CMO and the County Attorney to discuss coordinating the acquisition of the Aitken and Glockhoff properties and the application to the Voluntary Remediation Program.
- **Pojoaque Sports Fields:** Staff submitted PPR for Amendment No. 3 to Design Office's contract to Purchasing on January 19, 2017. The Project Manager met with Purchasing on January 20, 2017 to discuss rebidding the project for construction. The County Manager's office declined to sign Amendment No. 3 to Design Office's Contract in part because the FY 15 \$100,000 State Appropriation was frozen so we should not be increasing the MACC for design. The Project Manager submitted the PPR for the Amendment prior to the County receiving the notice from the State regarding capital outlay projects. The County added scope to the project by adding the agricultural demonstration project funded in part by the FY 2017 Planning Division's General Fund Budget. The Project Manager requested a fee proposal from Design Office to include the agricultural demonstration project in the Phase 2 construction plans in order to complete the demonstration project by the end of the fiscal year. The County cannot rebid the construction of the parking improvements until the additional services required to bid the project are approved.
- **Rio Quemado Watershed Restoration:** The Engineer submitted the construction documents for Phase II on February 2, 2017. Projects staff reviewed the plans. Project Manager sent request to Purchasing to close the balance on PO 162646 with Reineke Construction for the construction of Phase I per Change Order No. 3 on January 30, 2017. The prior year balance

from PO 162646 must be budgeted before staff can submit a PPR to Purchasing for an IFB to construct Phase II. PO 162646 was close on February 9, 2017. Finance is working on a Budget Resolution to budget the prior year funding in the project account.

- **Thornton Ranch Open Space:** Staff met on January 5, 2017 to create an action plan and timeline for drafting the Thornton Ranch Open Space Management Plan, completing the Petroglyph Hill Management Plan, conducting further outreach with tribal organizations and approval of the plans including the Master Plan and Galisteo Basin Interpretive Plan. The Board approved the Business Lease at the February 28, 2017 BCC Meeting. The Project Manager requested the Purchase Order on March 1, 2017. The Deputy County Manager briefed the Board on the proposed tribal consultation process at the January 31, 2017 BCC meeting. At the direction of the Deputy County Manager, Projects and Planning staff prepared a primer on the Thornton Ranch Open Space to use to brief the County Commissioners and Tribal Governors on the project and the planning process to date in preparation for a tribal consultation meeting in late March, early April 2017. Staff is scheduling meetings with the County Commissioners and Tribal Representatives.
- **Agua Fria Monument Sign:** Staff received the appraisal on January 26, 2017. The County Attorney's Office approved the offer package. Terry Lease presented the offer to the land owner on February 20, 2017. Response from the landowner is pending.
- **Santa Fe Rail Trail Segment 4:** Work on the project has been completed. The Engineer prepared the final over and under change order on February 22, 2017. Project Manager sent the Change Order to NMDOT for review and approval on February 22, 2017 and received approval from NMDOT on March 2, 2017. The Contractor signed Change Order No. 2 on March 7, 2017 and the project Manager submitted a PPR for Change Order No. 2 on March 9, 2017.
- **Santa Fe Rail Trail Segment 6:** The BCC approved a Resolution granting the County Manager authority to execute the documents at the October 25, 2016 Meeting. One of the three easements was executed on December 1, 2016. Terry is working with the other two landowners to complete the easements. The Project Manager met with Commonweal Conservancy on January 26, 2017 to review the trail alignment. Staff agreed to develop a conceptual plan for the terminus of Segment 6 so that Commonweal has a better idea of the overall plan for the trail before signing the easement. Staff recommends acquisition of a 12.5 acre parcel at the junction of NM 285 and the Santa Fe Southern Railway for a trailhead. Staff will prepare an acquisition package for County Manager and BCC approval. Terry Lease requested quotes for an appraisal of the NM 285 TH property. Santa Fe Ranchland Associates are in the process of selling the property. The prospective purchaser is willing to grant the trail easement. Staff is waiting for resolution of the purchase to complete the easement.
- **El Camino Real Retracement Trail FLAP project:** The design consultant plans to complete the 100% documents in March 2017. Plan to advertise the bid for construction in April 2017. Staff received the signed MOU between the County, BLM and Forest Service for the maintenance of the trail from Forest Service on February 22, 2017. Received a letter from BLM concurring with the amendment to the Plan of Development for the MRC patent on January 30, 2017. The Engineer is completing the 100% plans.
- **Santa Fe River Property Acquisition:** *Section B*— Three updated Offer Packages for the first properties downstream of the Siler Bridge have been signed by the County Manager and approved by Legal. Tierra will begin setting appointments to present the Offers to the landowners. *Section A*— Staff submitted the Jason Krause acquisition file along with a memo outlining the options of condemnation or Administrative Settlement to County Legal for

review and presentation to the County Manager. The County Attorney has approved the Peter Padilla Condemnation Petition and staff has given its final recommendation to Bruce Frederick to file with the Court.

- **Santa Fe River-Frenchy's to Siler Design Update:** The 100% Final Construction Drawings and Bid Documents were received on Tuesday March 7, 2017. Excavation and Debris Removal Quantities were increased by approximately 50% after Friday's Site Visit and walk-through. Staff is preparing the Bid Packet for submittal to Purchasing. A decision for proceeding with Krause will have to be made before the Project can be advertised.

ACTION REQUESTED:

None; for information only.

Table 1: Feb 2017 Work Order Report

Property Control

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	8	8	7	6
2	8	8	8	8
3	5	5	3	4
4	4	4	4	4
5	9	8	8	7
All	64	64	61	54
TOTAL	98	97	91	83
		98.98%	92.86%	84.69%

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	34	34	33	2	1
2	2	2	1	0	0
3	59	59	57	12	10
4	13	13	13	3	3
5	7	7	5	3	1
All	19	19	18	0	0
TOTAL	134	134	127	20	15
		100.00%	94.78%		75.00%

Building Services

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	2	2	2	2
2	2	2	2	1
3	2	2	2	2
4	1	1	1	0
5	4	4	4	4
All	28	28	28	22
TOTAL	39	39	39	31
		100.00%	100.00%	79.49%

Open Space

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	24	21	21	21
2	12	10	10	10
3	9	9	7	7
4	9	8	8	8
5	8	7	7	7
All	28	20	17	16
TOTAL	90	75	70	69
		83.33%	77.78%	76.67%

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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	5	3	1
2	7	7	7	1	1
3	17	17	16	7	6
4	6	6	6	0	0
5	2	2	1	1	0
All	8	8	8	0	0
TOTAL	47	47	43	12	8
		100.00%	91.49%		66.67%

