NO PACKET MATERIAL FOR THIS ITEM

Daniel "Danny" Mayfield
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3

Kathy Holian
Commissioner, District 4

Liz Stefanics
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
Date: 6/25/13
Re: SFC Corrections Department Monthly Report for May 2013

The purpose of this memo is to provide you information relative to the SFC Corrections Department for the month of May 2013. During the month of May, the Detention Officer vacancy rate was 7% with 27 vacant positions, and 5 new hires. There were 755 bookings and 749 releases.

Adult Detention Facility

- Presentation of Medical by Lisa Leiding, RN Administrator.
- SFC Corrections Academy Class #24 began on May 20, 2013 with 14 ADF and 2 YDP employees.
- 1,211 inmate program classes were offered in the month of May with 2,227 inmates participating in program classes.
- Facility has provided 101 transports since implementation in November 2012 for released inmates with 21 transported in the month of May.
- An estimated total of $567,624.00 was billed for the month of May.
- 89% of revenue billed has been received for 2013($4,944,173 billed/$3,932,638 received).

Youth Development Program

- Science Technology Carrer presentation was held on May 29, 2013.
- An estimated total of $67,822.15 was billed for the month of May.
- 94% of revenue billed has been received for 2013 ($534,821 billed/$478,348 received).

Electronic Monitoring

- Absconding offenders has decreased by 3% from April 2013.
- Out of County revenue has increased by 4%.
- The average population in Electronic Monitoring was 259 for the month. Revenue received for May was $17,562.29.

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

Santa Fe County
Public Safety Department
Corrections Division Overview

* Adult Detention Facility
* Youth Development Program
* Electronic Monitoring Program

Corrections Division
Vacancy Rates, Number of Applicants and New Hires

Public Safety/Corrections Division
FTE Status Report as of 05/31/13

Facility\Program	Authorized FTE	Authorized Positions	Filled Positions	Vacant Positions	Frozen Positions	Fillable Vacancies	Positions Available	Vacancy Rate
Administration	13.5	14	10	4	2	2	12	17
Adult Facility	176	176	137	39	20	19	156	12
Electronic Monitoring	9	9	8	1	1	0	8	0
Maintenance	8	8	5	3	0	3	8	38
Medical	35.7	39	23	16	10	6	29	21
Youth Development Facility	56	57	22	35	28	7	29	24
Totals	298.2	303	205	98	61	37	242	15

Adult Detention Facility/Security
Specific Vacancy Rates by Classification as of 05/31/13

Postion Classification	Authorized FTE	Authorized Positions	Filled Positions	Vacant Positions	Frozen Positions	Fillable Vacancies	Positions Available	Vacancy Rate
Detention Officer	102	102	75	27	18	9	84	11
Corporal	15	15	12	3	0	3	15	20
Sergeant	14	14	12	2	0	2	14	14
Lieutenant	8	8	8	0	0	0	8	0

May-13

POSITION	FTE's	Frozen	Filled	Vacant Not Frozen	Available FTE's	Vacancy Rate
RN's	7	0	5	2	7	29
LPN's	8	2	4	2	6	33
TOTAL	15	2	9	4	13	62

Number of Applicants and New Hires

Applicants	24
New Hires	5

SFC- Adult Detention Facility's Accomplishments

Accomplishments for May 2013:

- Finance Supervisor, Elvia Sanchez-Martinez, began with Santa Fe County Corrections Department.
- Participated in the Public Safety Media and Recruitment Campaign.

Training Department – May 2013:

- Santa Fe County Corrections Academy Class # 24 began on May 20, 2013 with 14 ADF and 2 YDP employees. The following consists of the training completed:
  - Orientation Training
  - Corrections Emergency Response Team Training
  - 1st aid/CPR/AED
  - Academy Class 24

SFC- Adult Detention Facility's Accomplishments

Programs – May 2013:

Alcoholics Anonymous

- Fourteen (14) classes offered
- Sixty three (63) participants

Narcotics Anonymous

- Seven (7) classes offered
- Forty seven (47) participants

Anger Management Education

- Six (6) classes offered
- Thirty eight (38) participants

GED preparation/ESL

- Twenty (20) classes offered
- Fifty four (54) participants

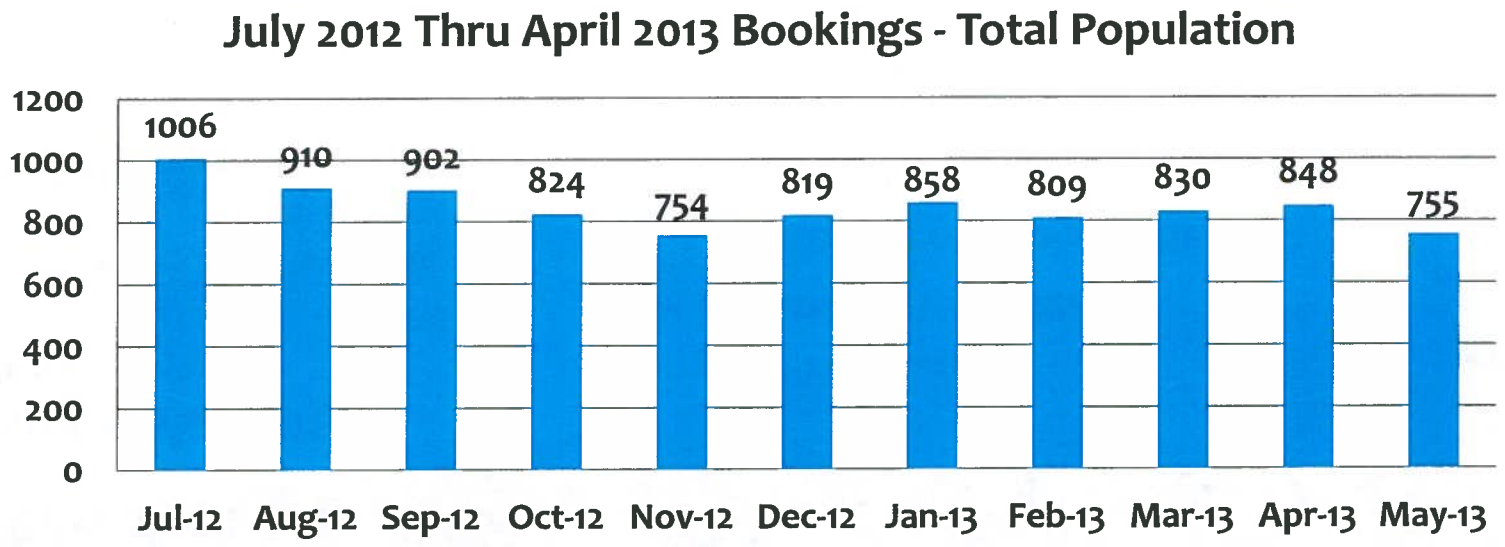
Inmate Program Participation/Attendance

- 1,211 classes offered in the month of May.
- 2,227 inmates participated in program classes.

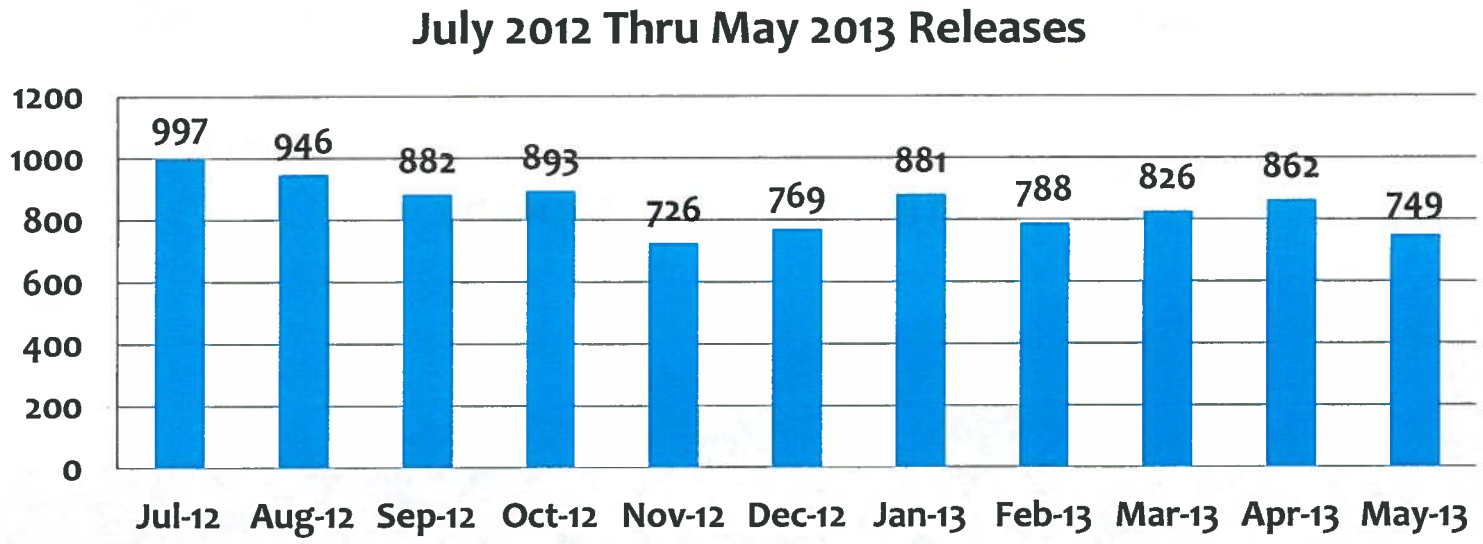
New classes available for inmates in May

- Baby Shaken Syndrome/Death Prevention
- Being a mom while incarcerated

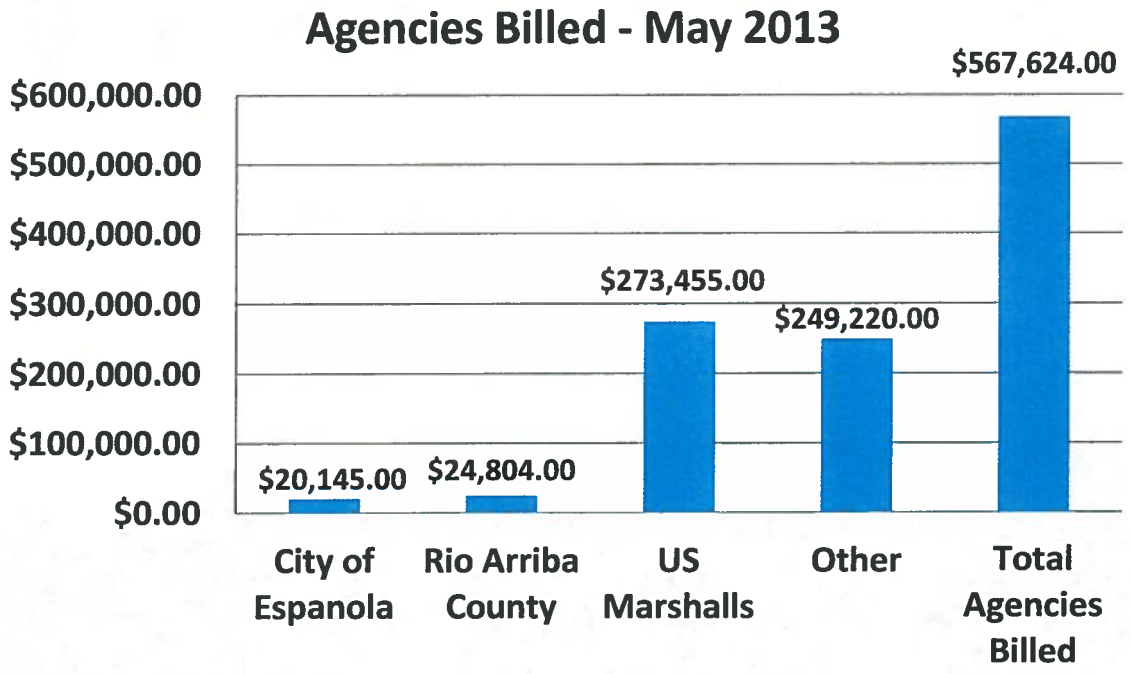
SFC - Adult Facility's
July 2012 Thru May 2013- Bookings
TOTAL POPULATION



SFC - Adult Facility's
July 2012 Thru May 2013 Releases
TOTAL POPULATION



SFC - Adult Facility's Agencies Billed May 2013

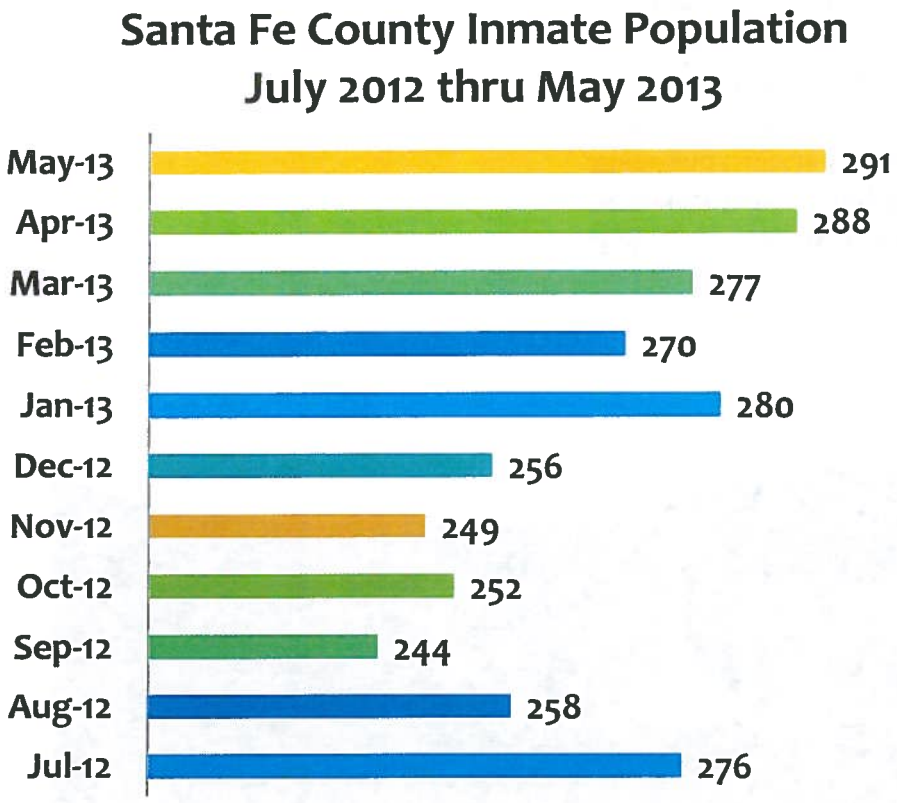


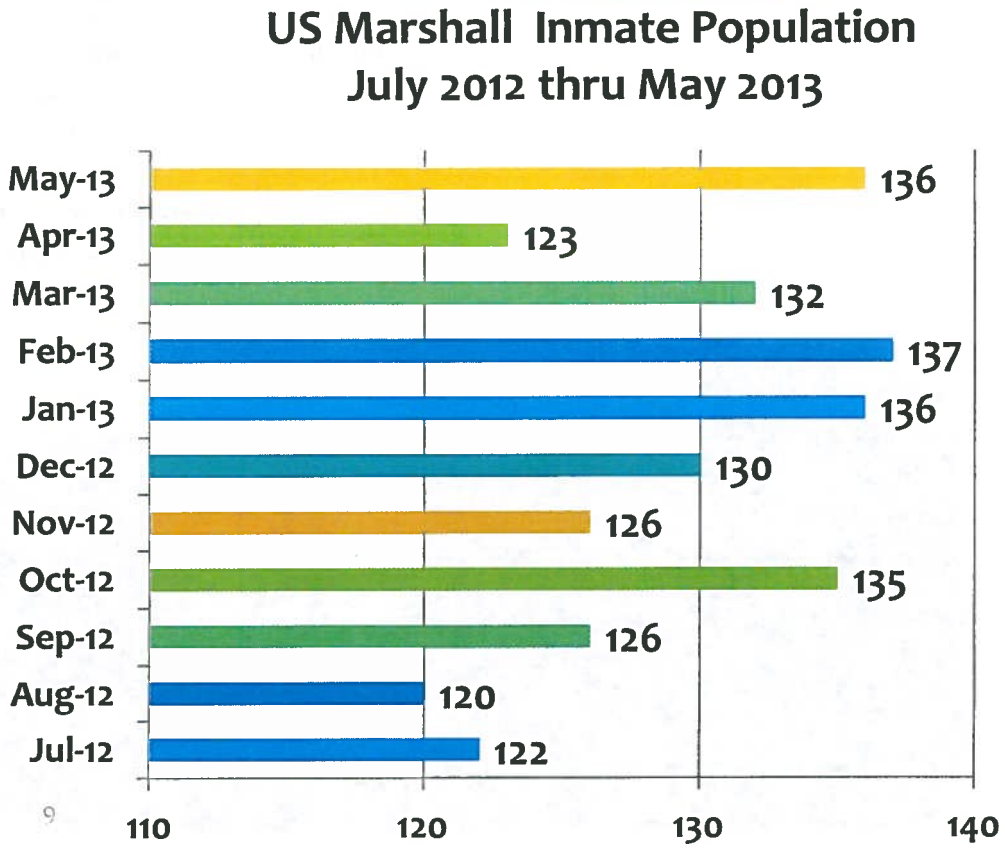
Adult Detention Facility
Percentage of Revenues

ADF	ACTUAL WITHIN YEAR		
SF County Public Safety Department\Corrections Billed and Collected Revenues (Finance) ADF Resident Confinement Revenue Line Item 518\247-1860-341.06-01			
Fiscal Year	Billed	Revenue Received	Collection %
2008	3,686,473.12	3,464,231.44	93.97%
2009	2,330,210.26	2,155,758.63	92.51%
2010	2,710,336.85	2,508,848.15	92.57%
2011	3,199,893.91	2,791,796.31	87.25%
2012	4,007,535.67	3,785,394.23	94.46%
2013	4,944,173.72	3,932,638.41	79.54%
Totals	**20,878,623.53**	**18,638,667.17**	**89.27%**

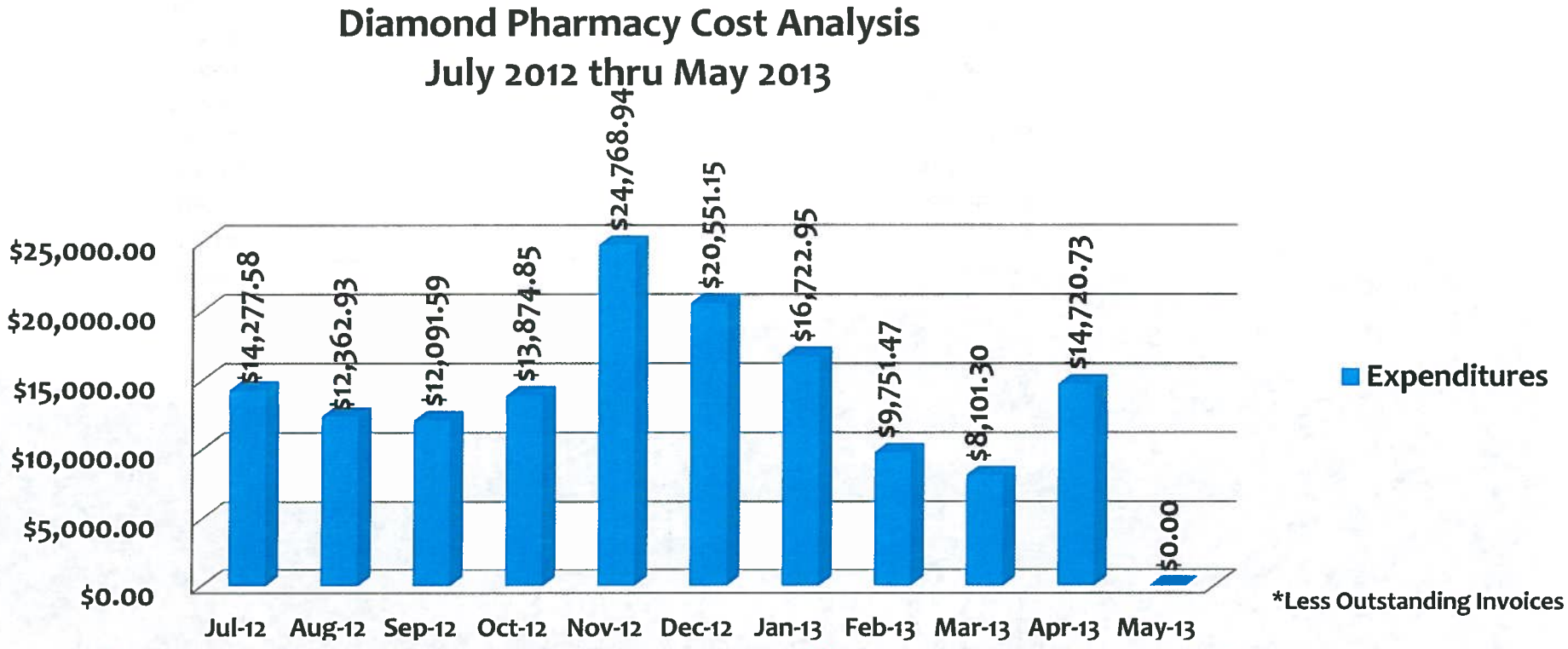
2013 Billing and Current (06/07/13) Revenue for April 2013
Some Years include Booking/Medical/Transport Charges

SFC – Adult Facility's Total Inmate Population Santa Fe County and US Marshall July 2012 thru May 2013





SFC - Adult Facility
Diamond Pharmacy
Cost Analysis (July 2012 thru May 2013)

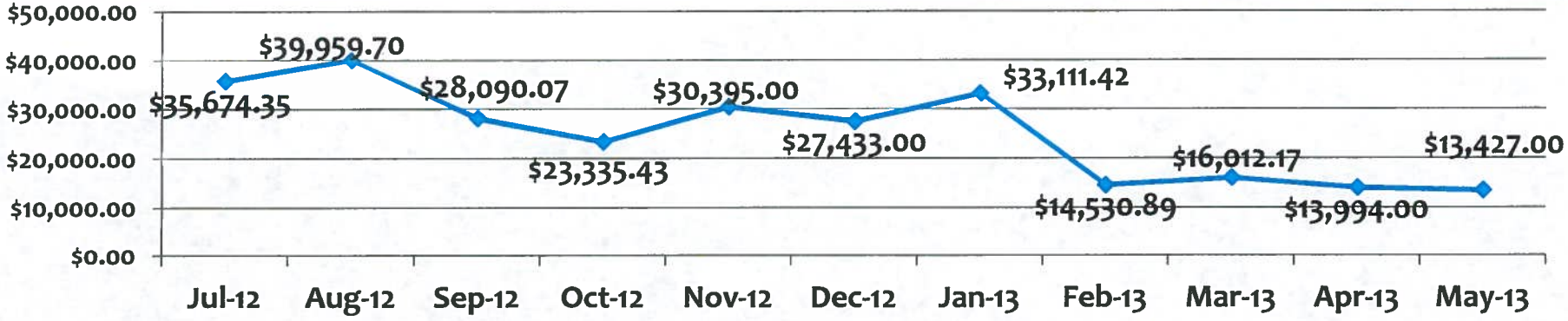


AMOUNTS ARE SUBJECT TO CHANGE PENDING ANY ADJUSTMENTS OR OUTSTANDING INVOICES.

Invoice for May 2013 – PENDING

SFC – Adult Facility
Agency Nurses
Cost Analysis (July 2012 thru May 2013)

Month	Expense
Jul-12	$35,674.35
Aug-12	$39,959.70
Sep-12	$28,090.07
Oct-12	$23,335.43
Nov-12	$30,395.00
Dec-12	$27,433.00
Jan-13	$33,111.42
Feb-13	$14,530.89
Mar-13	$16,012.17
Apr-13	$13,994.00
May-13	$13,427.00



AMOUNTS ARE SUBJECT TO CHANGE PENDING ANY ADJUSTMENTS OR OUTSTANDING INVOICES.

SFC Youth Development Program's - Accomplishments

Programs – May 2013:

- Residents continue Weekly Programming schedule to include: Narcotics Anonymous, Meditation, Yoga, Bible Study, Catholic Services, Art, Basket Weaving/Drum Making, Money Management.
- Science Technology Career Presentation was conducted on May 29, 2013.

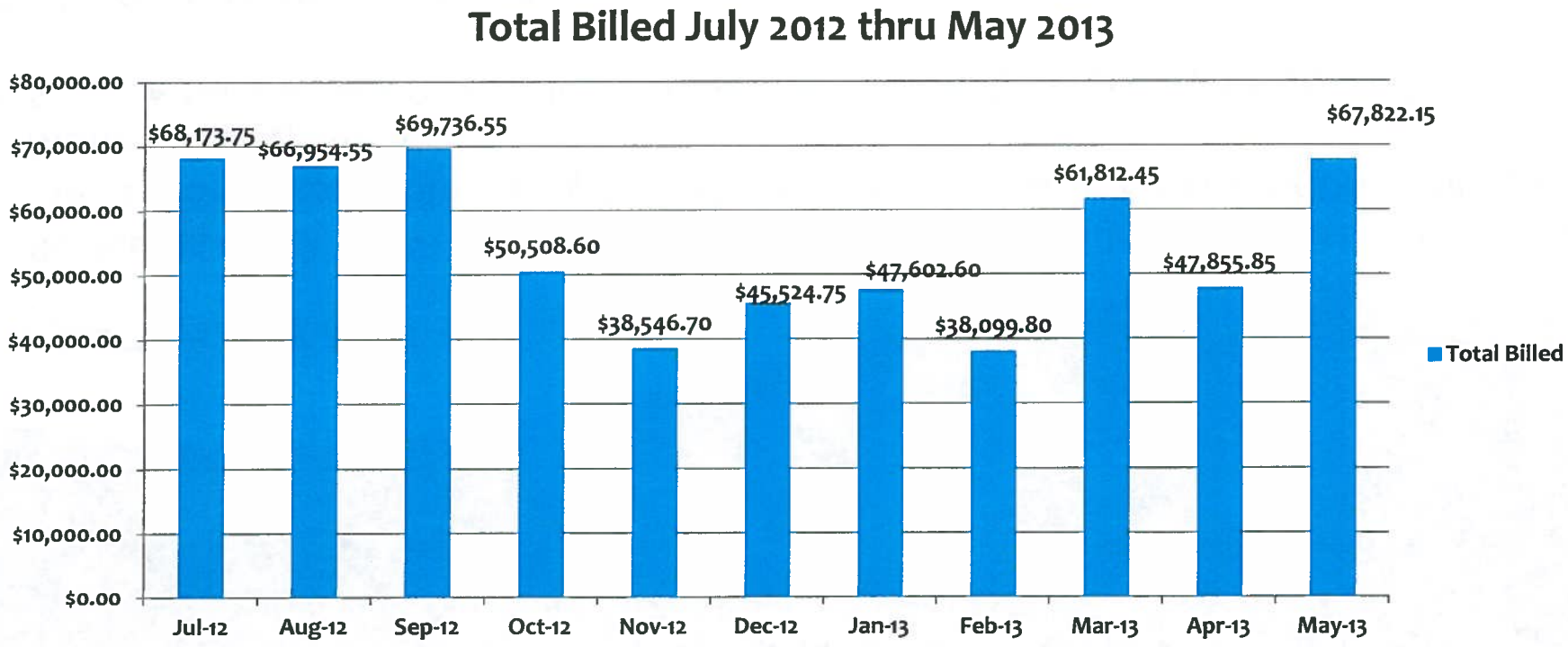
Staff Promotions – May 2013:

- Matthew Duran promoted to Assistant Shift Supervisor and Deseray Gallegos promoted to Life Skills Worker II.

Medical Services Highlights – May 2013

- Medical providers saw 48 residents
- Dental saw 35 residents
- Psychiatry saw 10 residents

SFC - Youth Development Program's Total Billed July 2012 thru May 2013

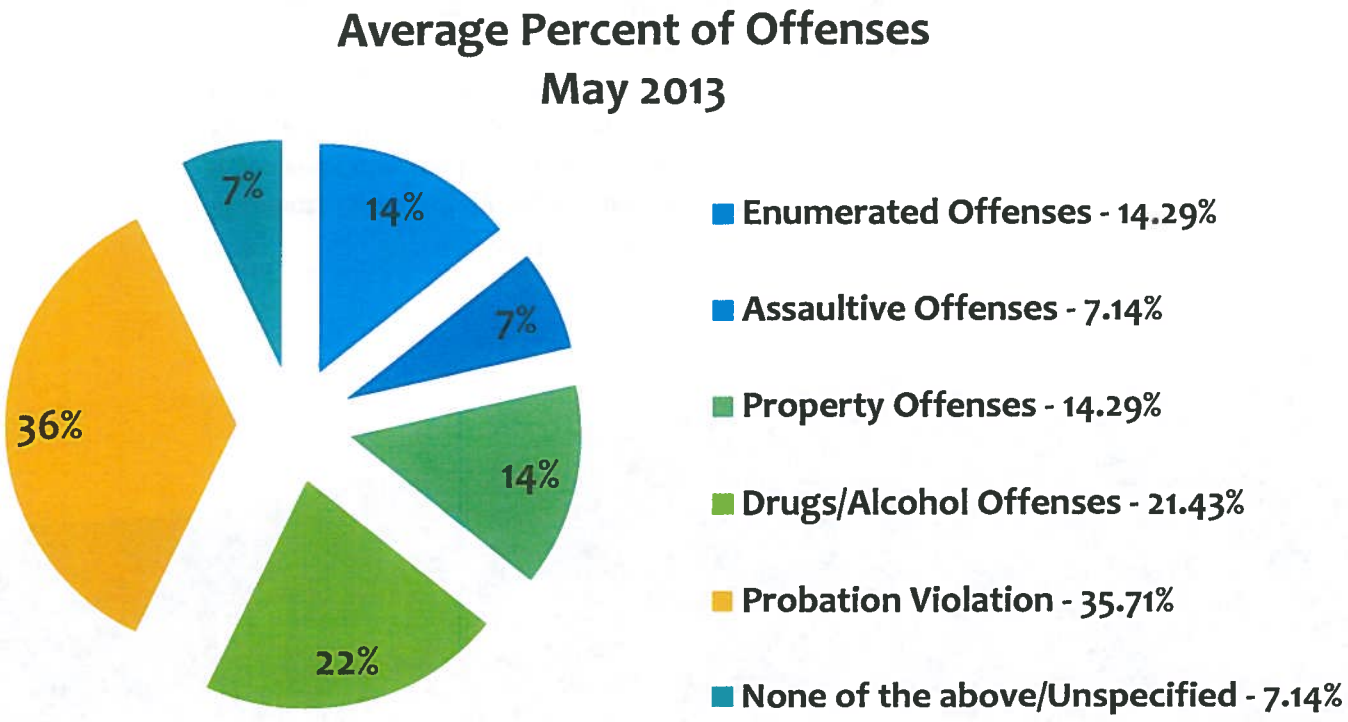


Youth Development Program
Percentage of Revenue

YDP	ACTUAL WITHIN YEAR		
SF County Public Safety Department\Corrections Billed and Collected Revenues (Finance) YDP Resident Confinement Revenue Line Item 518\247-1870-341.06-01			
Fiscal Year	Billed	Revenue Received	Collection %
2008	4,226,474.77	4,172,884.77	98.73%
2009	1,672,085.40	1,438,083.70	86.01%
2010	884,666.28	871,172.03	98.47%
2011	861,595.22	842,546.17	97.79%
2012	782,540.95	702,689.05	89.80%
2013	534,821.99	478,348.99	89.44%
Totals	**8,962,184.61**	**8,505,724.71**	**94.91%**

2013 Billing and Current (06/07/13) Revenue for April 2013
Some Years include Booking/Medical/Transport Charges

SFC – Youth Development Program's Average Percent of Offenses May 2013

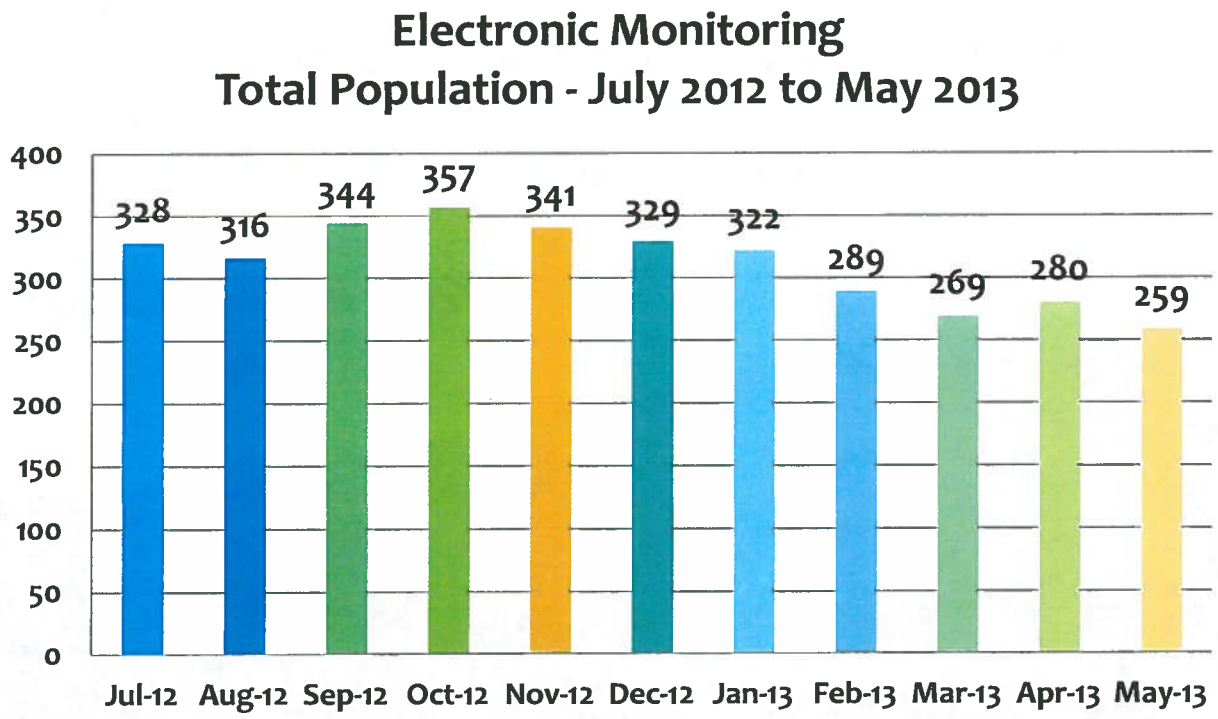


SFC – Electronic Monitoring/Bonds – Accomplishments

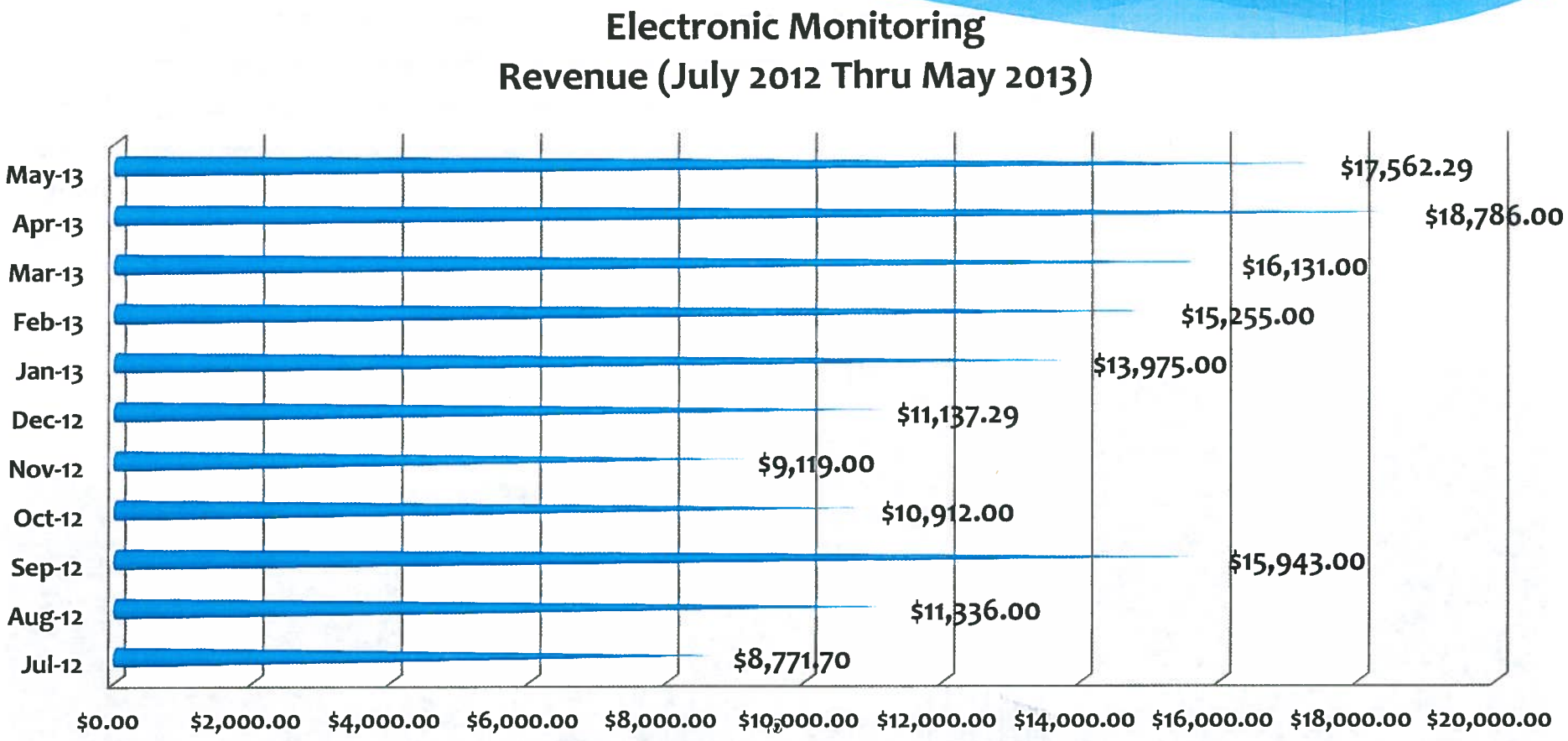
Program Highlights – May 2013

- Costs waived has decreased 3% from April 2013.
- Escapes decreased by 50% from April 2013.
- Out of County revenue has increased by 4% (these pay double whether working or not).
- Billing for B.I. equipment continues to remain under the $30,000.00 mark (has decreased $695.93 from previous month).

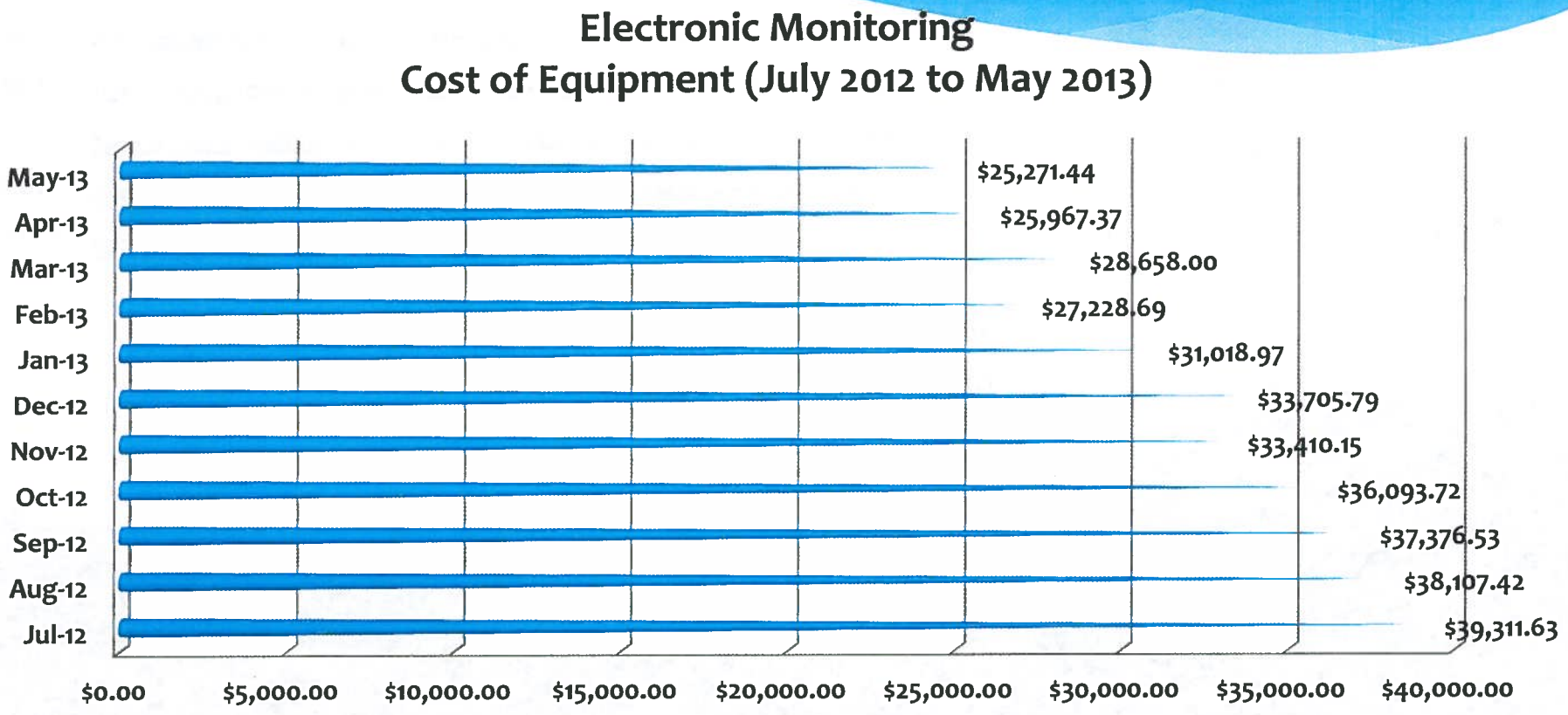
SFC - Electronic Monitoring/Bonds POPULATION (July 2012 Thru May 2013)



SFC - Electronic Monitoring/Bonds
REVENUE
(July 2012 Thru May 2013)

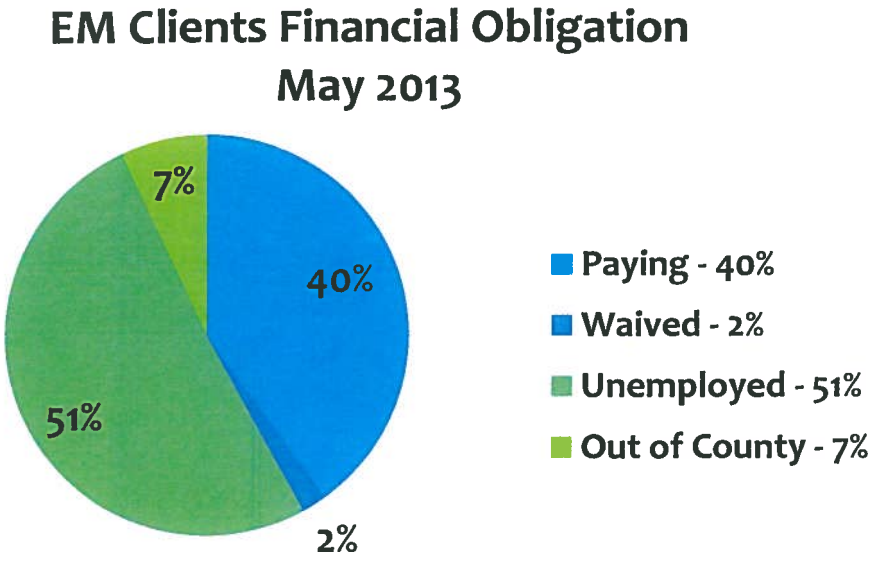


SFC - Electronic Monitoring/Bonds
COST OF EQUIPMENT
(July 2012 Thru May 2013)



AMOUNTS ARE SUBJECT TO CHANGE PENDING ANY ADJUSTMENTS OR OUTSTANDING INVOICES.

SFC – Electronic Monitoring/Bonds Client Financial Obligation May 2013



Memorandum

To: Santa Fe Board of County Commissioners

From: Teresa C. Martinez, Finance Director

Via: Katherine Miller, County Manager

Date: June 25, 2013

Re: ***Financial report for the month ending 5/31/2013***

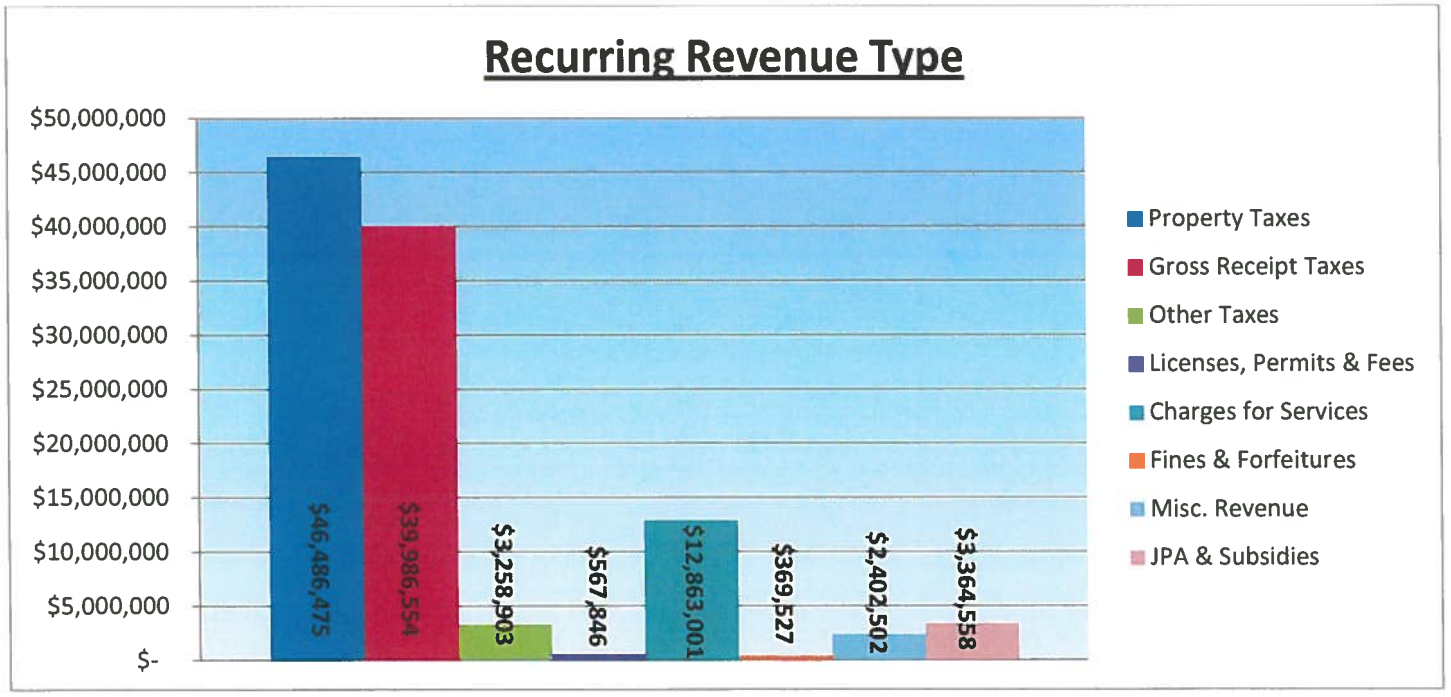
ISSUE:

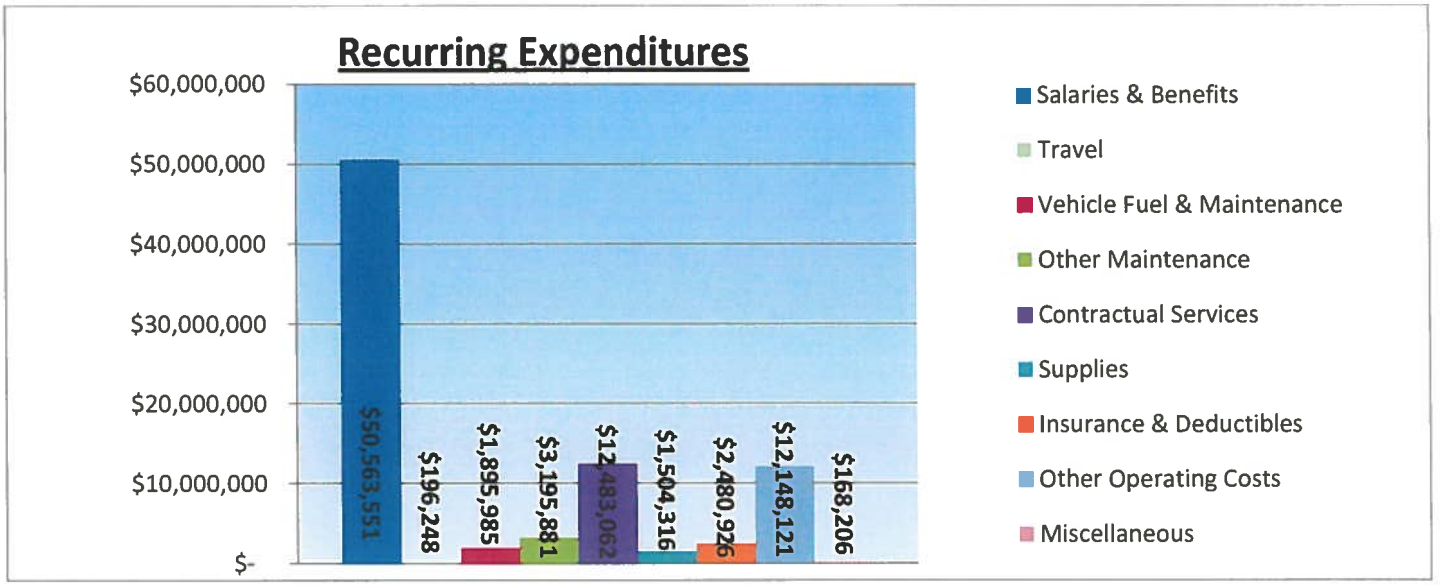
Enclosed is a report summarizing the financial activities of the County through the month ending May 31, 2013.

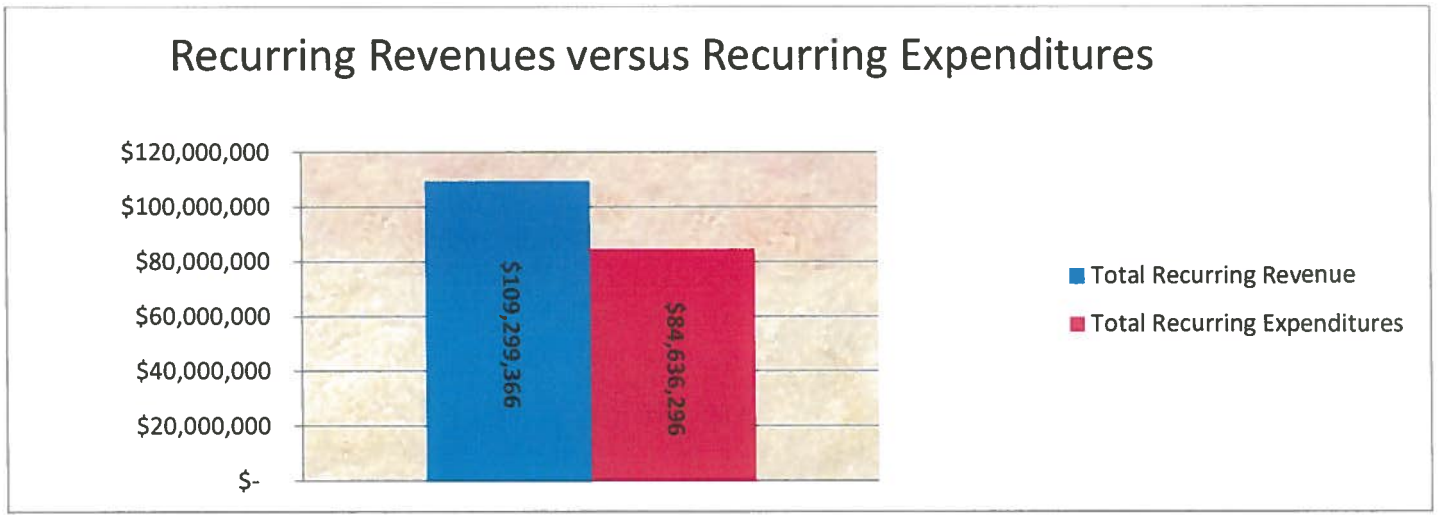
BACKGROUND:

This is a comparison of revenues and expenditures on a recurring versus non-recurring basis. The monthly report will still highlight major revenue sources. Below are several charts that identify 1) the recurring revenue sources, 2) the recurring expenditures and 3) a comparison of the two side by side.

RECURRING VERSUS NON-RECURRING







Through the month of May, as noted in the charts above, there were sufficient revenues of $109.3 million to accommodate total expenditures of $84.6 million. Property tax revenue collections through the month of May are 7% and gross receipt tax collections are 5% better than the budgeted amount.

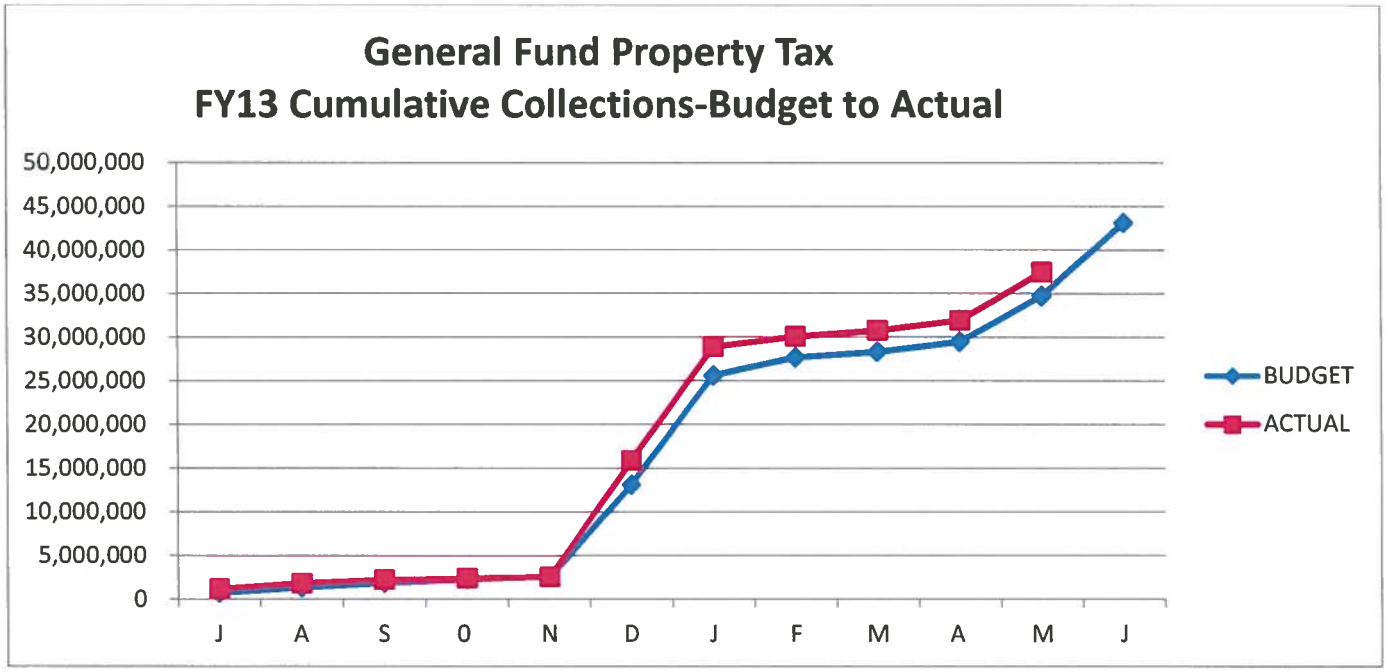
Also included for your information are the charts reflecting major revenue sources and collections through May.

REVENUE:

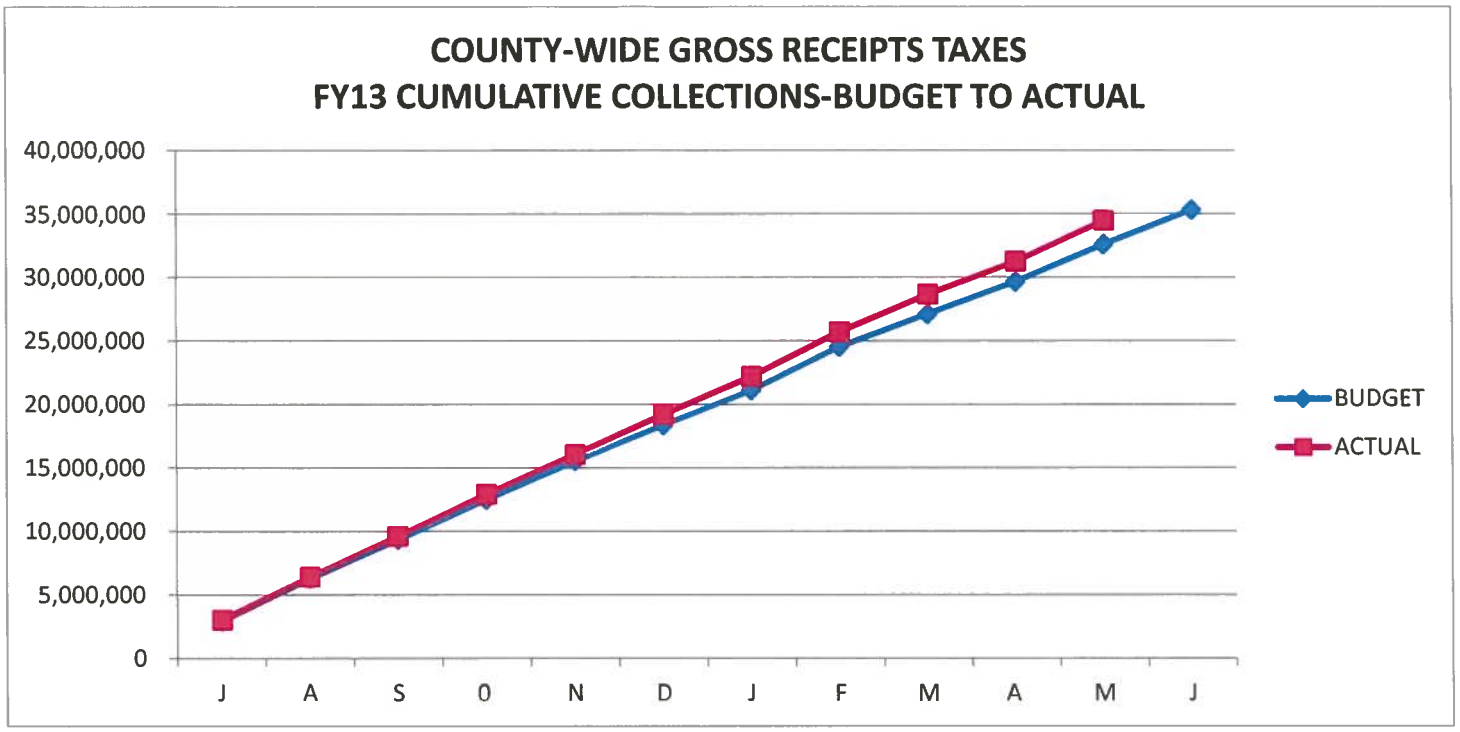
Property tax is recorded monthly and compared to the actual monthly budget forecasts. Property tax revenue budget estimates are conservative, as a budget shortfall in tax receipts would have a serious

impact on various County operations. In FY2013, revenue projections supported a very modest increase in property tax revenue, estimates were increased by $1.5 million or 4%. In reviewing collections year-to-date, the collections have exceeded budget cumulatively by $2.7 million. It is important to note that the collections have materialized just a little better than budget for the months of July through November and then began to significantly exceed budget in December and January. Collections for the month of May materialized better than budget and June has $8.0 million budgeted and still to materialize.

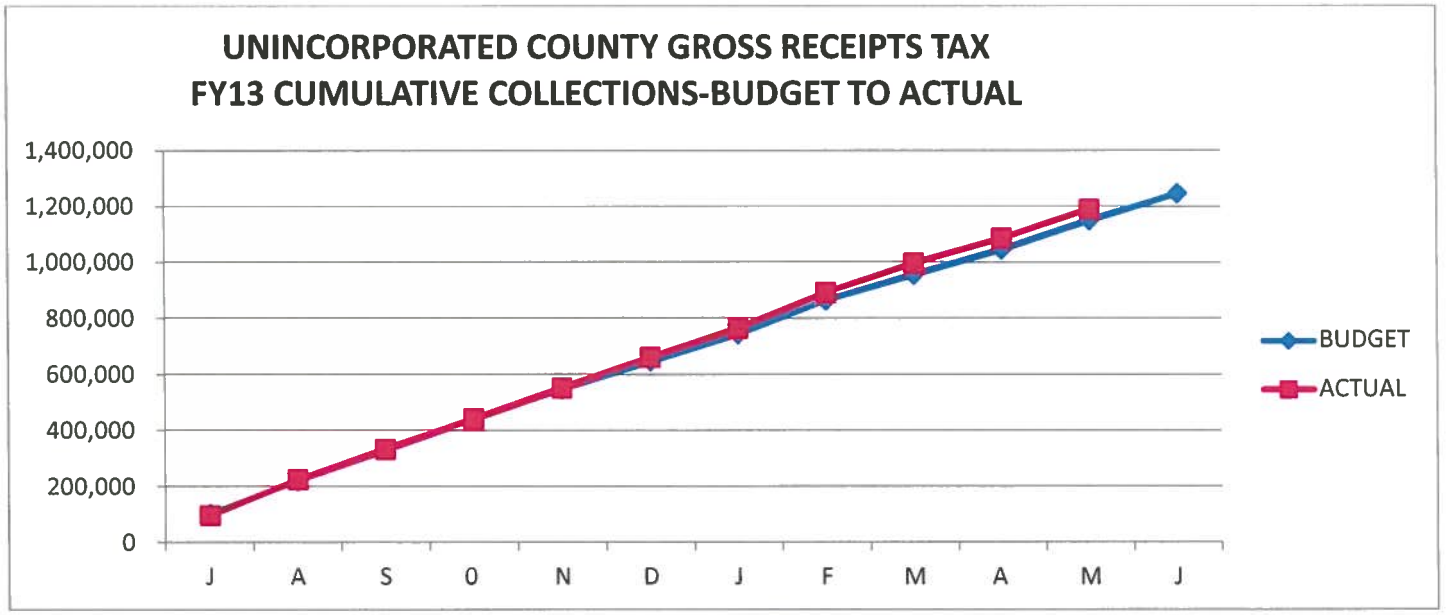
Actual property tax collections (exclusive of debt service property tax collections) of $37.4 million through the end of May exceeded the budget by $2.7 million. The chart below includes collections through May, which are $634K or 1.7% greater than the prior year's collections for the same time period.



The gross receipts taxes are estimated from trend data and from economic analysis of the business activities in the areas of construction, wholesale, retail and service sectors. Gross receipts taxes appear to have stabilized and were budgeted flat, with the exception of a 10% reduction to the unincorporated gross receipt taxes. Combined, both the county-wide and the unincorporated gross receipt taxes collected through May total $35.6 million and are $1.9 million, or 5%, greater than the budgeted amount of $33.7 million. Total collections fell below the prior year by $163K for the same time period.



The actual unincorporated GRT collections for FY 2012 consistently fell below the forecasted budget level. In FY 2013 total unincorporated GRTs collections have exceeded the budgeted amount of $1.1 million by $39,736. Small amounts of money, mainly penalty and interest, relative to delinquent collections for the sunsetted Fire Excise Tax are still materializing. A total of $38,525 was collected through the month of May. The total unincorporated GRT collections through May are $1.189 million, which are $39,736 or 3.5% above budget, and $64,179 or 5.1% below the prior year collections.



NON-RECURRING EXPENDITURES

Capital expenditures are non-recurring expenditures funded by non-recurring sources. Such sources include bond proceeds, special appropriations, grants and cash balances from excess revenues of prior years. The capital expenditures incurred through the month of May 2013 total $37.4 million.

The following is a listing of some of the major capital expenditures incurred through the month of May:

Judicial Court Complex	$18,881,694
Town of Edgewood Fire Station	$ 2,154,257
Corrections Facility Improvements	$ 452,726
Public Works Vehicles/Equipment	$ 479,806
Road Maint. Vehicles	$ 1,048,653
Corrections – Vehicles	$ 109,977
Sheriff Vehicles	$ 1,109,478

SUMMARY:

Finance continues to monitor the current year budget, and there are no significant issues to address at this time. Finance will now focus on year-end deadlines and processes.

Public Works

We Make It Happen

Monthly Public Works Report
June 2013

Adam Leigland
Director

Daniel "Danny" Mayfield
Commissioner, District 1

Miguel Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3

Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: *June 11, 2013*

TO: *Board of County Commissioners*

VIA: *Katherine Miller, County Manager*

FROM: *Adam Leigland, Public Works Director* 6/12/13

ITEM AND ISSUE: PUBLIC WORKS MONTHLY REPORT FOR MAY 2013

DISCUSSION

Capital Project Delivery

We are currently managing 92 capital projects. On July 1, 2013, with the beginning of the new fiscal year and the FY14 capital budget, we will be adding an additional 24 projects to this list. Notable milestones in our successful execution of this program are listed below.

Projects nearing completion include the Edgewood Senior Center Garden, the Esperanza Women's Shelter Building upgrades, and kitchen upgrades at the Adult Detention Facility. Both Cundiyo Center Parking Lot and South Meadows Open Space (Phase 1) designs are 100% complete and construction on both should begin within the next two months. La Cienega Fire Station 1 Renovation project construction will start in July with the contract approval at the June 11, 2013, BCC meeting.

The State Mining and Minerals Division is funding and building a stormwater management project in Madrid. The State is expecting the County to assume operations and maintenance responsibilities once the project is complete, though no formal communications have been made nor agreements drafted. A public meeting on the project was held on May 29th in Madrid, and the public was largely supportive of the design concept that was presented.

Public Works staff met with the Espanola School Board to discuss disposition of the Bennie J. Chavez Center in Chimayo. During the meeting, the school board expressed an interest in selling the center to the County; we are currently working on the details of such a transaction.

Public Works staff had a break-through with site selection for the Highway 14 Senior Center. The ideal site that had been identified near the junction with CR 42 was thought to be initially unavailable due to neighbor resistance but is now back on the table. We expect to be able to purchase the land by the end of the summer.

We've completed negotiations on design services for Herrada Road in Eldorado and CR54 Los Pinos Road All-Weather Crossing in La Cienega. We received a proposal for additional design services to increase the

scope of the Old Santa Fe Trail Bike Lane contract to include the portion within the City of Santa Fe's limits; this is being pursued as part of a possible "project swap" with the City.

We completed the site visit and scope of work discussions with the Office of Archaeological Studies Center for New Mexico Archaeology to provide a fee proposal for cultural concerns for the Torcido Loop Road Upgrade and the CR54 Los Pinos All-Weather Crossing projects.

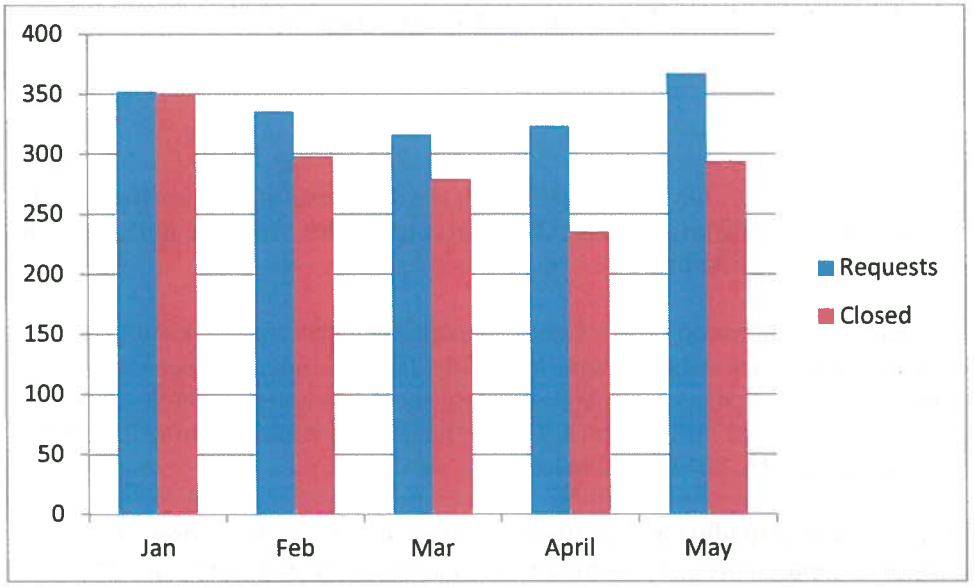
The Canoncito waterline project designs are continuing apace and are approximately 30% complete. We expect to be able to go out to bid for construction in early October.

Public Works is working with the County Attorney to complete deed of easement from Commonweal Conservancy for 18 miles of trail and 3 trailheads in the Galisteo Basin Preserve south of Eldorado.

Information on all active projects can be found in the attached Table 1: Capital Project Status Update.

Operation and Maintenance

Work order completion rates continue to be high, as seen at Table 2 (attached). The chart below shows that May was a high work order month. This was due mainly to an increase in traffic work requests for sign repairs, work zone coordination, and traffic counts.



Public Works staff trimmed trees on Ellis Ranch Road in District 4 and on Camino Chupadero CR 84, CR 106, CR 113S, and CR 115 in District 1. Potholes were patched on Camino Vista Grande in Eldorado and a culvert was installed under CR 106 in District 1 for a local acequia.

We've striped the following roads:

- CR 36
- CR 63
- CR 67A Canada de Los Alamos
- CR 67 Old Santa Fe Trail
- CR 67 Old Santa Fe Trail
- CR 70 West Alameda
- CR 72 Tano Road

- CR 77 Camino la Tierra
- Paseo La Tierra
- CR 84
- CR 98 Juan Medina Road

Public Works staff and Commissioner Mayfield met with representatives of the Jacona Land Grant to discuss siting a new solid waste transfer station on the land grant. The land grant representatives asked for a presentation of what a transfer station would look like; this presentation is scheduled for June 13. Meanwhile, the solid waste team hauled 789 tons to Caja del Rio Landfill in May, which is slightly below average.

Utilities

An odor complaint from a Camino Vista Aurora resident in Agua Fria Village was determined to be the responsibility of the City of Santa Fe Wastewater Division to correct and was referred to that agency. This problem highlighted the continued confusion surrounding wastewater service in the traditional village that hopefully the annexation process will solve.

We are continuing to work with the Turquoise Trail Master Association (TTMA) to finalize the takeover of their wastewater assets that was approved by the BCC in March. TTMA is addressing about $25k punchlist items, and we have a project to install a new force main to tie this system into our larger system. This will allow the County Utility to connect about 100 new wastewater customers.

We are working with La Bajada MDWCA on their project to develop a new well as an alternate water supply. The 2012 Water Trust Board (WTB) grant extension was denied at the WTB's April 2013 meeting, and so we are exploring options for funding, keeping in mind the requirements of Resolution 2012-58. A letter was sent to the MDWCA from the County Manager in April, asking the association their intentions. The MDWCA held a membership-wide meeting on June 2 to discuss the matter, but so far nothing has been communicated back to the County.

ACTION REQUESTED:

None; for information only.

SANTA FE COUNTY

Capital Project Status Update (As of 6/11/2013 8:21:30 AM)

	PW ProjectNbr	Project Name	Nature of Procurement	% Complete	District	Project Budget	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
1	0132	Upgrade Human Resources Building	Construction	15	1 2 3 4 5	$100,000.00		5/31/2013	6/30/2013	Joseph Martinez
2	0133	Upgrade Edgewood Senior Center Garden	Construction	75	3	$42,000.00	$36,816.07	5/31/2013	7/31/2013	Scott Rivers
3	0150	Public Safety Complex Upgrade Design	Design	10	1 2 3 4 5	$100,000.00		7/15/2013	12/31/2013	Paul Olafson
4	0150	Upgrade Public Safety Complex Cooling Tower	Construction	95	1 2 3 4 5		$95,341.22	3/15/2013	5/31/2013	Joseph Martinez
5	0533	Espanola Basin Water Conservation Grant	Other	35	1 2 3 4 5		$77,447.88	3/1/2012	9/30/2013	Joseph Gutierrez
6	0732	Romero Park	Design	15	2	$175,000.00	$163,351.00	5/17/2013	1/10/2014	Colleen Baker
7	0736	Pojoaque Sports Field	Design	9	1	$50,000.00				Colleen Baker
8	0739	Vista Grande Library Addition / Construction	Construction	10	5	$1,470,000.00	$782,627.50	4/30/2013	12/16/2013	Ron Sandoval
9	0751	Oscar Huber Grandstand Phase II	Construction	0	3	$304,000.00		6/28/2013	12/16/2013	David Padilla
10	0751	Oscar Huber Grandstand Phase II	Design	5	3	$28,000.00		7/1/2013	8/30/2013	David Padilla
11	0768	Esperanza Building Furnishings	Construction	90	2	$55,855.90		7/31/2012	6/30/2013	David Padilla
12	0789	Cundiyo Parking Lot	Design	80	1	$8,557.63	$8,557.63	2/18/2013	5/31/2013	Chuck Vigil
13	0796	Judicial Complex	Construction	99	1 2 3 4 5	$62,000,000.00	$44,283,926.38	1/5/2009	2/18/2013	Paul Olafson
14	0798	Design Old Santa Fe Trail Multimodial and Water Transmission Line TL2N	Design	65	4	$277,236.46	$277,236.46	3/5/2013	5/31/2013	Chuck Vigil
15	0834	Design Hondo Fire Station Addition	Design	5	4	$180,000.00		7/1/2013	6/30/2014	Paul Olafson
16	0840	Remodel La Cienega Fire Station No. 1	Construction	10	5	$650,000.00	$501,607.62	6/30/2013		Ron Sandoval
17	0840	Add to and Renovate La Cienega Fire Station No. 2	Design	15	3	$36,000.00		6/30/2013	8/30/2013	Ron Sandoval
18	1430	Design CR62/Caja del Oro Waterline Extension	Design	15	2	$212,636.00		6/15/2013	8/31/2013	Paul Olafson
19	1449	Design Water Transmission Line TL6S	Design	25	4 5		$333,080.30	2/17/2012	10/30/2013	Paul Olafson
20	1458	La Cienega / Cienguilla Monitoring	Design	2	3	$150,000.00		6/10/2013	2/3/2014	Karen Torres

SANTA FE COUNTY

Capital Project Status Update (As of 6/11/2013 8:21:30 AM)

	PW ProjectNbr	Project Name	Nature of Procurement	% Complete	District	Project Budget	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
21	1463	Design Valle Vista Force Main	Design	15			$11,399.00	6/15/2013	8/31/2013	Paul Olafson
22	1465	Construct Glorieta MDWCA Water System Improvements	Construction	15	4	$424,759.00		7/15/2013	10/27/2013	Paul Olafson
23	1472	Rio Quemado Watershed Restoration	Design	15	1	$96,681.75	$96,681.75	5/8/2013	11/15/2013	Colleen Baker
24	1473	Replace Pumps at Quill Wastewater Treatment Plant	Construction	15	3	$85,000.00		7/1/2013	8/31/2013	Paul Olafson
25	1473	Design and Relocate Utilities Field Staff	Construction	10		$20,000.00	$19,597.50			Scott Rivers
26	1473	Design Quill Plant Improvements 1	Design	98	3	$200,000.00	$20,300.00	8/24/2012	12/14/2012	Paul Olafson
27	1473	Upgrade West Lagoon Liner at Quill Treatment Plant	Construction	20	3		$205,026.00	5/20/2013	9/13/2013	Paul Olafson
28	1473	Quill Plant South Field Effluent Distribution Valve Replacement Phase 2	Construction	10	3			7/15/2013	8/31/2013	Paul Olafson
29	1474	Design Lamy Junction Water Transmission Line	Design	25	4 5		$411,368.96	5/4/2012	10/30/2013	Paul Olafson
30	1477	Chupadero MDWCA Well Assessment	Other		1	$80,000.00		8/15/2012	7/31/2013	Karen Torres
31	1860	Purchase Adult Detention Kitchen Equipment	Other	100	1 2 3 4 5	$275,000.00		3/1/2013	5/1/2013	Joseph Martinez
32	1860	Upgrade ADF Security Cameras	Construction	15	1 2 3 4 5	$170,000.00		2/15/2013	6/30/2013	Joseph Martinez
33	1860	Upgrade Adult Detention Facility Perimeter Lighting	Construction	15	1 2 3 4 5	$400,000.00		5/31/2013	8/30/2013	Joseph Martinez
34	1860	Adult Detention Facility Plumbing Upgrades	Construction	25	1 2 3 4 5	$161,400.00		12/15/2012	3/29/2013	Joseph Martinez
35	1860	Adult Detention Facility Construction Design	Design	90	1 2 3 4 5	$30,000.00		2/28/2013	4/30/2013	
36	1860	Upgrade ADF Perimeter Fence II	Construction	50	1 2 3 4 5	$500,000.00	$311,325.59	3/29/2013	5/31/2013	Joseph Martinez
37	1860	Adult Detention Fire Upgrades	Construction	70	1 2 3 4 5	$196,955.00		11/30/2012	2/28/2013	Moises Gallegos
38	1860	Upgrade Adult Detention Light Fixtures	Construction	15	1 2 3 4 5	$85,000.00		2/15/2013	8/30/2013	Joseph Martinez
39	1870	Youth Development Center Perimeter Lighting	Construction		1 2 3 4 5	$200,000.00		5/31/2013	6/30/2013	

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Capital Project Status Update (As of 6/11/2013 8:21:30 AM)

	PW ProjectNbr	Project Name	Nature of Procurement	% Complete	District	Project Budget	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
40	1870	Youth Development Program Plumbing Upgrades	Construction	25	1 2 3 4 5	$250,000.00		5/31/2013	6/30/2013	Joseph Martinez
41	1870	Upgrade Youth Development Perimeter Fencing Phase II	Construction	80	1 2 3 4 5	$94,480.35		10/29/2012	1/11/2013	Joseph Martinez
42	1870	Youth Development Center Shower Upgrade & Repair	Construction	25	1 2 3 4 5	$70,000.00		5/31/2013	6/30/2013	Joseph Martinez
43	1870	Upgrade Youth Development Program Control Panel	Construction	15	1 2 3 4 5	$110,000.00		5/31/2012	8/30/2013	Joseph Martinez
44	2219	Old Judicial Complex Redevelopment Study	Plan	15	1 2 3 4 5	$125,000.00	$93,751.80	5/21/2013	12/31/2013	Paul Olafson
45	6104	Arroyo Alamo West Drainage Study - FY14	Design	10	1	$15,000.00		7/29/2013	11/29/2013	Chuck Vigil
46	6166	Caja Del Rio Road - Construction	Construction	65	2	$4,100,000.00	$3,800,366.47	9/4/2012	9/27/2013	Chuck Vigil
47	6166	Caja Del Rio - Project Management, QA & Inspection Services	Construction	65	2	$343,872.97	$343,872.97	8/1/2012	10/25/2013	Chuck Vigil
48	6167	CR 54 Los Pinos Road All Weather Structure Design	Design	20	3	$95,000.00		6/24/2013	12/31/2013	Chuck Vigil
49	6170	CR98 Road Widening Phase II - Eng During Construction Svcs	Construction	15	1	$15,270.30	$15,270.30	8/5/2013	4/30/2014	Chuck Vigil
50	6170	CR98 Road Widiing Phase II - PR, Inspection and QA Services	Construction	15		$156,987.27	$156,598.27	7/15/2013	4/30/2014	Chuck Vigil
51	6170	CR 98 Road Widenig Phase II - Construction Services	Construction	10	1			8/5/2013	4/30/2014	Chuck Vigil
52	6181	NE-SE Connectors Location Study	Plan	25	5	$500,000.00	$420,000.00	2/4/2013	5/30/2014	Chuck Vigil
53	6183	Torcido Loop Paving/Drainage Design	Design	10	3	$95,000.00		6/10/2013	9/27/2013	Chuck Vigil
54	6184	Herrada Road Paving Design	Design	20	5	$100,000.00		6/24/2013	12/27/2013	Chuck Vigil
55	6190	Jacona - Northern Santa Fe County Solid Waste Convenience Center	Design	10	1	$50,000.00		4/29/2013	12/27/2013	Chuck Vigil
56	7006	La Bajada Ranch Planning & Programming	Plan	0	3	$120,000.00		9/28/2012	3/29/2013	Beth Mills
57	7006	La Bajada Ranch Remediation and Reroofing	Construction	10	3	$70,000.00		8/1/2013	10/31/2013	Paul Olafson

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Capital Project Status Update (As of 6/11/2013 8:21:30 AM)

	PW ProjectNbr	Project Name	Nature of Procurement	% Complete	District	Project Budget	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
58	7120	Santa Fe River Greenway: Wayside Exhibit Planning, Design, Fabrication	Other	79	2	$60,131.50	$60,131.50	7/1/2012	7/15/2013	Colleen Baker
59	7121	Stanley Wellness Center	Design	15	3	$50,000.00	$43,678.82	11/6/2012	7/1/2013	Scott Rivers
60	7121	Stanley Wellness Center	Construction	25	3	$1,150,000.00	$87,965.00	5/7/2013	11/15/2013	Scott Rivers
61	7122	Highway 14 Senior/Community Center	Plan	10	3	$350,000.00		11/5/2012	6/29/2013	Agnes Leyba-Cruz
62	7123	District Attorney Complex Energy & Accessibility Improvements	Construction	0	1 2 3 4 5	$800,000.00		11/15/2013	3/30/2014	Paul Olafson
63	7123	District Attorney Complex Energy & Accessibility Improvements	Design	35	1 2 3 4 5	$850,000.00	$78,262.84	12/14/2012	6/30/2013	Paul Olafson
64	7124	Admin Building Computer & Communications Room	Construction	0	1 2 3 4 5	$275,000.00		5/31/2013	8/30/2013	Erik Aaboe
65	7124	Admin Building Computer & Communications Room	Design	10	1 2 3 4 5	$35,000.00		4/30/2013	8/31/2013	Erik Aaboe
66	7125	Northern SFC Recreation Complex	Plan	9	1	$180,000.00		6/20/2013	6/19/2014	Colleen Baker
67	7701	Arroyo Hondo Trail	Design	15	5	$470,572.00	$442,524.00	12/13/2012	2/28/2014	Colleen Baker
68	7706	Mt. Chalchihuitl	Acquisition	20	3	$988,499.00		8/1/2012	12/27/2013	Colleen Baker
69	7707	Santa Fe Rail Trail Segment 4	Construction	2	5	$440,901.00		7/1/2013	1/31/2014	Scott Rivers
70	7707	Rabbit Road Trailhead	Construction	5	4	$86,238.12		7/1/2013	8/14/2013	Scott Rivers
71	7707	Santa Fe Rail Trail Segments 2-3	Construction	5	4, 5	$1,289,857.00		7/1/2013	1/31/2014	Colleen Baker
72	7708	Santa Fe River Greenway Engineering Design Services	Design	60	2	$412,725.85	$199,265.15	10/3/2012	12/20/2013	Colleen Baker
73	7708	Santa Fe River Greenway: Frenchy's Field to Siler Rd.	Design	90	2	$56,280.38	$56,280.38	3/1/2009	6/30/2013	Colleen Baker
74	7708	Santa Fe River Greenway Acquisition	Acquisition	15	2	$531,756.83	$531,756.83	10/9/2012	11/1/2014	Colleen Baker
75	7715	Edgewood Open Space	Construction	77	3	$767,196.00	$708,662.15	1/15/2013	7/12/2013	Scott Rivers
76	7716	South Meadows Open Space	Design	95	2	$58,000.00	$58,000.00	6/4/2012	7/30/2013	Colleen Baker
77	7716	South Meadows Open Space	Construction	0	2	$400,361.00		7/1/2013	11/1/2013	Scott Rivers

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Capital Project Status Update (As of 6/11/2013 8:21:30 AM)

	PW ProjectNbr	Project Name	Nature of Procurement	% Complete	District	Project Budget	Current Contract Amount	Estimated Start Date	Estimated Completion Date	Project Manager
78	7723	Nambe Community Center, Park and Headstart Site Improvements	Design	8	1	$20,000.00		5/27/2013	9/20/2013	Colleen Baker
79	7725	El Rancho and Pojoaque Court Renovation	Construction	15	1	$60,500.00	$55,664.65	4/29/2013	8/23/2013	Scott Rivers
80	7732	Agua Fria Monument Signs	Design	100	2	$10,272.00	$10,272.00	2/11/2013	8/1/2013	Colleen Baker
81	7801	Santa Fe River Greenway: San Isidro Park River Channel Restoration	Construction	95	2		$1,432,512.05	11/1/2012	8/15/2013	Scott Rivers
82	8005	Edgewood Fire Station	Construction	75	3	$3,370,259.00	$3,180,960.19	9/17/2012	8/1/2013	Ron Sandoval

TABLE 2: WORK ORDER PRODUCTION RATES

May 2013

FACILITIES

5/1/13 to 5/31/13			
COMM. DIST.	REQUESTS	ISSUED	CLOSED
1	7	6	6
2	9	8	8
3	3	3	3
4	6	6	3
5	10	6	4
County-wide	62	57	32
TOTAL	**97**	**86**	**56**
		88.66%	57.73%

YEAR TO DATE			
COMM. DIST.	REQUESTS	ISSUED	CLOSED
1	43	41	39
2	48	46	41
3	22	21	20
4	27	27	24
5	24	20	17
County-wide	333	328	289
	497	**483**	**430**
		97.18%	86.52%

ROADS

5/1/13 to 5/31/13			
COMM. DIST.	REQUESTS	ISSUED	CLOSED
1	32	32	17
2	5	5	3
3	9	9	6
4	34	34	34
5	16	16	11
TOTAL	**96**	**96**	**71**
		100.00%	73.96%

YEAR TO DATE			
COMM. DIST.	REQUESTS	ISSUED	CLOSED
1	116	116	96
2	34	34	30
3	145	145	138
4	99	99	81
5	57	57	47
	451	**451**	**392**
		100.00%	86.92%

TABLE 2: WORK ORDER PRODUCTION RATES

May 2013

TRAFFIC

5/1/13 to 5/31/13				YEAR TO DATE			
COMM. DIST.	REQUESTS	ISSUED	CLOSED	COMM. DIST.	REQUESTS	ISSUED	CLOSED
1	50	50	45	1	132	132	127
2	18	18	18	2	158	158	154
3	10	10	10	3	79	79	79
4	13	13	13	4	43	43	42
5	20	20	18	5	88	88	86
TOTAL	**111**	**111**	**104**		**500**	**500**	**488**
		100.00%	93.69%			100.00%	97.60%

BUILDING SERVICES

5/1/13 to 5/31/13				YEAR TO DATE			
COMM. DIST.	REQUESTS	ISSUED	CLOSED	COMM. DIST.	REQUESTS	ISSUED	CLOSED
1	16	16	16	1	55	55	55
2	9	9	9	2	38	38	37
3	5	5	5	3	20	20	20
4	0	0	0	4	1	1	1
5	9	9	9	5	30	30	30
County-wide	24	24	24	County-wide	101	100	100
TOTAL	**63**	**63**	**63**		**245**	**244**	**243**
		100.00%	100.00%			99.59%	99.18%

367	356	294		1693	1678	1553

Coming Attractions

Project	What	When
Oscar Huber Grandstands Phase II	Award of contract to update design for code compliance	June 28, 2013
Renovate La Cienega Fire Station No. 2	Award design contract	June 28, 2013
Upgrade Human Resources Bldg	Award construction contract	July 28, 203
NE/SE Connector Location Study	Public Meeting	June 26, 2013
Rail Trail Rabbit Road Trailhead	Award construction contract	June 15, 2013
Cundiyo Parking Lot	Design completion	July 15, 2013
Chupadero MDWCA Asset Inventory	Contract completion	June 28, 2013
Edgewood Open Space	Construction completion	July 12, 2013
Hyde Park Estates Water System	Resolution to adopt system	July 9, 2013
State Pen Water Supply	"Valve-opening" ceremony	~July 10, 2013
District 3 Chipseal Projects	Groundbreaking	Early July 2013

Daniel "Danny" Mayfield
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3

Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

To: Board of County Commissioners

From: Bernadette Salazar, Human Resources Director

Date: June 12, 2013

RE: HR Monthly Report for May 2013

The purpose of this memo is to provide you with information relative to HR functions and statistics for the month of May 2013. Throughout the month of May, HR coordinated/conducted 14 training sessions for approximately 105 employees. With regard to our recruitment efforts, we conducted testing for the Corporal and Sergeant positions at the Corrections Department. This testing process is for internal employees and is intended to provide promotional opportunities for current employees pursuant to the collective bargaining agreement.

In May 2013, HR negotiated financial re-openers with CWA and was successful in completing the negotiations. In addition, HR began negotiations with IAFF for their financial re-opener and continues to negotiate with AFSCME for their entire contract. Also for the month of May, HR developed many reports and scenarios to assist with the budget process relative to employee compensation. This included conducting research on other agencies.

With regard to the new fiscal year, HR has begun preparing for all the changes that will occur. These changes include benefit changes, compensation changes according to approved budget, collective bargaining agreement changes, sick leave incentive, and PERA changes. In addition, HR has been notified that the State Risk Management Division will now require bi-monthly payments for insurance benefits which are a change from our current bi-weekly schedule. We are working with them regarding this change and will keep the BCC and employees informed of any changes to include advance notice if any changes affect employees.

Attached are the HR Statistics Report, the New Hire Report, and the Labor Statistics Report for May 2013. If you have any questions, I can be contacted at 992-9886. Thank you.

HR STATISTICS FOR THE MONTH OF MAY 2013

Department	Division	Regular Employees	Part Time Employees	Full Time Employees	Elected/Officials	Temporary Employees	Female Employees	Male Employees	Vacancies (includes frozen vacancies)	Frozen Vacancies	Total Positions	Total Positions (not including frozen vacancies)	Vacancy Rate (all vacancies)	Vacancy Rate (not including frozen vacancies)	New Hires/Re-employments	Resignations	Retirements	End of term/temp status	Terminations	Total separations	Turnover Rate	HR Actions	Employee Recognitions	Performance Improvement Plans	Posted Jobs	Applications
COUNTY MANAGER'S OFFICE	01-COUNTY MANAGER ADMINIS.	6		6			5	1	1		7	7	14%	14%						0	0%					
	02-COMMISSION	5		5	5		3	2			5	5	0%	0%							0%					
	15-HUMAN RESOURCES	10		10			8	2	1		11	11	9%	9%						0	0%	5			1	22
	21-FINANCE	21		21			18	3	1		22	22	5%	5%						0	0%	5				
CMO TOTAL		42		42	5		34	8	3	0	45	45	7%	7%	0	0	0	0	0	0	0	10	0	0	1	22
	01-LEGAL ADMINISTRATION	8		8			5	3			8	8	0%	0%						0	0%					
LEGAL TOTAL		8		8			5	3		0	8	8	0%	0%	0	0	0	0	0	0	0%	0	0	0	0	0
ADMINISTRATIVE SERVICES DEPARTMENT	00-ADMINISTRATION	2		2			1	1	1	1	3	2	33%	0%							0%					
	02-INFORMATION TECHNOLOGY	12		12			2	10			12	12	0%	0%							0%				1	5
	12-PURCHASING	7		7			3	4			7	7	0%	0%	1						0%	6				
	16-MAIL ROOM	1		1			1				1	1	0%	0%							0%					
	17-RISK MANAGEMENT	3		3				3			3	3	0%	0%							0%					
ASD TOTAL		25		25			7	18	1	1	26	25	4%	0%	1	0				0	0%	6			1	5
COMMUNITY SERVICES DEPARTMENT	01-ADMINISTRATION								1		1	1	100%	0%							0%					
	03-MCH GRANT PROJECT	1		1			1				1	1	0%	0%							0%					
	20-INDIGENT HOSPITAL FUND	3		3			2	1	1		4	4	25%	25%							0%				1	19
	21-EMS-HEALTH CARE	3		3			3				3	3	0%	0%							0%					
	54-HOME FOR GOOD PROGRAM '06								1	1	1	0	100%	100%							0%					
	74-MOBILE HEALTH FAIR VAN	2	2				1	1	3		5	5	60%	60%							0%				1	1
TOTAL		9	2	7	0	0	7	2	6	1	15	14	40%	36%	0	0	0		0		0%	0			2	20
	04-DWI LOCAL	7		7			5	2	1		8	8	13%	13%						0	0%					
TOTAL		7	0	7	0	0	5	2	1	0	8	8	13%	13%	0	0			0	0	0%	0				
	09-DWI TEEN COURT	3		3			3				3	3	0%	0%						0	0%					
TOTAL		3	0	3	0	0	3	0	0	0	3	3	0%	0%	0		0				0%	0			0	0
	89-SENIOR PROGRAMS - ADMIN.	8		8			6	2	3		11	11	27%	27%							0%	1			1	13

HR STATISTICS FOR THE MONTH OF MAY 2013

Department	Division	Regular Employees	Part Time Employees	Full Time Employees	Elected/Officials	Temporary Employees	Female Employees	Male Employees	Vacancies (includes frozen vacancies)	Frozen Vacancies	Total Positions	Total Positions (not including frozen vacancies)	Vacancy Rate (all vacancies)	Vacancy Rate (not including frozen vacancies)	New Hires/Re-employments	Resignations	Retirements	End of term/temp status	Terminations	Total separations	Turnover Rate	HR Actions	Employee Recognitions	Performance Improvement Plans	Posted Jobs	Applications
	90-SR SVCS-CONGREGATE MEALS	7	1	6		1	3	4	4		11	11	36%	36%							0%				1	21
	92-SR SVCS - HOME DELIVERED	3	1	2		1		3			3	3	0%	0%	1						0%	1			1	3
	93-SR SVCS - TRANSPORTATION	2		2		1		2			2	2	0%	0%							0%					
TOTAL		20	2	18	0	3	9	11	7	0	27	27	26%	26%	1	0		0	0	0	0%	2			3	37
	01-POJOAQUE SATELLITE OFFICE					1						0	0%	0%							0%					
	02-EDGEWOOD SATELLITE OFFICE					1						0	0%	0%							0%					
TOTAL						2						0	0%	0%							0%					
	30-ADMINISTRATION	11		11			5	6	1		12	12	8%	8%						0	0%					
	49-HOUSING SECTION 8 VOUCHER	2		2			1	1			2	2	0%	0%							0%					
	81-HOUSING CFP - 2011	1		1				1			1	1	0%	0%							0%					
TOTAL		14		14			6	8	1	0	15	15	7%	7%	0	0				0	0%	0				
CSD TOTAL		53	4	49	0	5	30	23	15	1	68	67	22%	21%	1	0	0	0	0	0	0%	2			5	57
Growth Management Department	01-LAND USE ADMINISTRATION	4		4			4				4	4	0%	0%						0	0%	4				
	02-PLANNING	6		6			2	4	1	1	7	6	14%	0%						0	0%	6				
	15-AFFORDABLE HOUSING-COUNTY	2		2			1	1			2	2	0%	0%						0	0%	2				
	08-REGIONAL PLANNING AUTHRTY								1	1	1	0	100%	0%							0%					
TOTAL		12	0	12	0	0	7	5	2	2	14	12	14%	0%	0	0	0		0	0	0%	12			0	0
	16-BUILDING & DEVELOPMENT	13		13			2	11	3	2	16	14	19%	7%	1					0	0%	14				
TOTAL		13	0	13	0	0	2	11	3	2	16	14	19%	7%	1	0	0			0	0%	14	0	0	0	0
	14-GIS	8		8			3	5	1		9	9	11%	11%						0	0%	8				0
		8	0	8	0	0	3	5	1	0	9	9	11%	11%							0%					
GMD TOTAL		33	0	33	0	0	12	21	6	4	39	35	15%	6%	1	0	0	0	0	0	0%	34	0	0	0	0
PUBLIC WORKS DEPARTMENT	00-OFFICE OF THE DIRECTORS	10		10			2	8			10	10	0%	0%							0%					
	01-PUBLIC WORKS ADMIN.	9		9			8	1			9	9	0%	0%							0%					
	02-FLEET SERVICE	7		7				7	3	1	10	9	30%	22%	1						0%	1			1	12

HR STATISTICS FOR THE MONTH OF MAY 2013

Department	Division	Regular Employees	Part Time Employees	Full Time Employees	Elected/Officials	Temporary Employees	Female Employees	Male Employees	Vacancies (includes frozen vacancies)	Frozen Vacancies	Total Positions	Total Positions (not including frozen vacancies)	Vacancy Rate (all vacancies)	Vacancy Rate (not including frozen vacancies)	New Hires/Re-employments	Resignations	Retirements	End of term/temp status	Terminations	Total separations	Turnover Rate	HR Actions	Employee Recognitions	Performance Improvement Plans	Posted Jobs	Applications
	03-TRAFFIC ENGINEERING	6		6				6	2	1	8	7	25%	14%							0%					
	04-PROJECT DEVELOPMENT	3		3				3			3	3	0%	0%							0%					
	05-SOLID WASTE	21		21		1	2	19	3	3	24	21	13%	0%							0%	2				
	11-ROAD MAINTENANCE	32		32				32	7	3	39	36	18%	11%							0%	1			1	3
TOTAL		88		88		1	12	76	15	8	103	95	15%	7%	1	0	0	0	0	0	0%	4	0		2	15
	96-JUDICIAL COURT COMPLEX	1		1				1			1	1	0%	0%							0%					
	02-PROPERTY CONTROL	11		11				11	3	1	14	13	21%	15%							0%	1				
	62-MAINTENANCE DIVISION	5		5				5	2		7	7	29%	29%							0%				1	10
	03-BUILDING SERVICES	15	1	14			1	14	4	1	19	18	21%	17%							0%	1			2	14
	18-PROJECT DEVELOPMENT DIV	3		3				3	1	1	4	3	25%	0%							0%					
	26-OPEN SPACE	7		7		1	3	4			7	7	0%	0%						0	0%	1				
	08-SANTA FE RIVER GREENWAY								2	1	2	1	100%	100%							0%					
TOTAL		42	1	41	0	1	4	38	12	4	54	50	22%	16%	0	0			0	0	0%	3			3	24
	10-WATER	11		11			3	8	2	1	12	11	17%	9%	1						0%	1				
	15-AAMODT	1		1				1			1	1			1							1				
	20-WASTEWATER	4		4				4	1		6	6	17%	17%							0%					
TOTAL		16		16			3	13	3	1	19	18	16%	11%	2	0	0		0	0	0%	2			0	0
PWD TOTAL		146	1	145	0	2	19	127	30	13	176	163	17%	10%	3	0	0	0	0	0	0%	9	0	0	5	39
PUBLIC SAFETY DEPARTMENT	01-FIRE ADMINISTRATION	24		24			7	17	4	1	28	27	14%	11%						0	0%		1		2	43
	08-EMERGENCY PREPAREDNESS								1		1	1	100%	100%						0	0%					
	09-FOREST RESTORATION	3		3			1	2			3	3	0%	0%						0	0%					
	11-FIRE REGIONS	64		64			7	57	16	10	80	70	20%	9%						0	0%					
	14-FEMA GRANT	1		1				1			1	1	0%	0%							0%					
	74-YOUTH CONSERV.CORP GRANT					10																				
TOTAL		92		92		10	15	77	21	11	113	102	19%	10%	0	0	0	0	0	0	0%	0	1		2	43

HR STATISTICS FOR THE MONTH OF MAY 2013

Department	Division	Regular Employees	Part Time Employees	Full Time Employees	Elected/Officials	Temporary Employees	Female Employees	Male Employees	Vacancies (includes frozen vacancies)	Frozen Vacancies	Total Positions	Total Positions (not including frozen vacancies)	Vacancy Rate (all vacancies)	Vacancy Rate (not including frozen vacancies)	New Hires/Re-employments	Resignations	Retirements	End of term/temp status	Terminations	Total separations	Turnover Rate	HR Actions	Employee Recognitions	Performance Improvement Plans	Posted Jobs	Applications
	01-ADMINISTRATION	10	1	9			4	6	4	2	14	12	29%	17%						0	0%					
	60-ADULT FACILITY	141		141			46	95	35	20	176	156	20%	10%	3	2			1	3	2%	10			3	53
	63-MEDICAL SERVICES	23		23		1	16	7	15	10	38	28	39%	18%	1					0	0%	1			4	13
	65-ELECTRONIC MONITORING	8		8			2	6	1	1	9	8	11%	0%						0	0%					
	70-YOUTH DEVELOPMENT FAC.	23		23			7	16	34	28	57	29	60%	21%	1					0	0%	4			1	4
	72-ADOLESCENT RESIDENCE CTR								17	17	17	0	100%	100%							0%					
	73-DAY REPORTING ASSESSMENT								4	4	4	0	100%	100%							0%					
TOTAL		205	1	204	0	1	75	130	110	82	315	233	35%	12%	5	2			1	3	1%	15		0	8	70
	RECC	43		43			19	24	6	1	49	48	12%	10%		2					0%	3				
PSD TOTAL		340	1	339	0	11	109	231	137	94	477	383	29%	11%	5	4	0	0	1	3	1%	18	1	0	10	113
COUNTY CLERK'S OFFICE	01-REPORTING & RECORDING	15	1	14	1		12	3	3		18	18	17%	17%						0	0%	1				
	02-BUREAU OF ELECTIONS	12	1	11			5	7			12	12	0%	0%						0	0%	1				
CLERK'S OFFICE TOTAL		27	2	25	1		17	10	3	0	30	30	10%	10%	0	0	0		0	0	0%	2	0	0	0	0
COUNTY TREASURER'S OFFICE TOTAL	01-COUNTY TREASURER ADMIN.	11		11	1	1	8	3		0	11	11	0%	0%			0			0	0%					
COUNTY ASSESSOR'S OFFICE	01-COUNTY ASSESSOR ADMIN.	29		29	1		11	18			29	29	0%	0%	2					0	0%	3				
	11-PROPERTY VALUATION	13		13			2	11	1		14	14	7%	7%							0%	2				
ASSESSOR'S OFFICE TOTAL		42		42	1		13	29	1	0	43	43	2%	2%	2	0	0	0	0	0	0%	5	0	0	0	0
COUNTY SHERIFF'S OFFICE	01-ADMIN/ANIMAL CNTRL/ENFORC	105		105	1		29	76	13		118	118	11%	11%							0%	13			4	51
	06-REG III-HIDTA GRANT	2	2				1	1			2	2	0%	0%							0%					
	11-REG III GRANT - PRIOR YR	1		1			1				1	1	0%	0%							0%					
SHERIFF'S OFFICE TOTAL		108	2	106	1		31	77	13	0	121	121	11%	11%	0	0	0	0	0	0	0%	13	0	0	4	51
COUNTY PROBATE	01-COUNTY PROBATE JUDGE				1							0	0%	0%							0%					
COUNTY SURVEYOR	01-ADMINISTRATION											0	0%	0%							0%					
COUNTY WIDE TOTAL		835	10	825	10	19	285	550	209	113	1044	931	20%	10%	13	4	0	0	1	5	1%	99	1	0	26	287

SANTA FE COUNTY NEW HIRE REPORT FOR THE MONTH OF MAY 2013

LAST NAME	FIRST NAME	MIDDLE INITIAL	DEPARTMENT	POSITION	EMP STATUS	HIRE DATE
CHAVEZ	DANIELLE	R	COUNTY ASSESSOR'S OFFICE	ASSESSMENT SPECIALIST	PB	5/14/2013
OWENS	EDWARD	A	PUBLIC SAFETY DEPARTMENT	DETENTION OFFICER	PB	5/28/2013
SANDOVAL	JAMES	M	PUBLIC SAFETY DEPARTMENT	DETENTION OFFICER	PB	5/22/2013
YOSKOVICH	KRISTY	L	PUBLIC SAFETY DEPARTMENT	DETENTION OFFICER	PB	5/6/2013
LAGASSE	NORMAN	L	GROWTH MANAGEMENT DEPARTMENT	DEVELOPMENT REVIEW SPEC SR	PB	5/14/2013
LEYBA	JOHN	G	COMMUNITY SERVICES DEPARTMENT	DRIVER/COOK'S ASSISTANT	CA	5/13/2013
ARVIZO	EDIE		COUNTY ASSESSOR'S OFFICE	FIELD AUDITOR	PB	5/20/2013
GARCIA	BOBBY	G	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
LINO	CONNOR	A	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
LOCKLIN	ALEXANDER	J	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
MARTINEZ	RACHAEL	M	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
NEW	HARRISON	R	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
QUINTANA	KEVIN	R	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
VIGIL	CARLOS	A	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
WEIDE	GABRIEL	V	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN	T	5/7/2013
BARLOW	SCOTT	A	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN LEAD	T	5/7/2013
WESTERN	AARON	D	PUBLIC SAFETY DEPARTMENT	FORESTRY TECHNICIAN LEAD	T	5/7/2013
DE LORA	MATTHEW	J	PUBLIC SAFETY DEPARTMENT	LIFE SKILLS WORKER I	PB	5/20/2013
BACA	ROBERT	C	PUBLIC WORKS DEPARTMENT	MAINTENANCE TECHNICIAN	PB	5/6/2013
CORDOVA	IRIS	P	ADMINISTRATIVE SERVICES DEPARTMENT	PROCUREMENT SPECIALIST SENIOR	PB	5/15/2013
SEIZYS	MICHAEL	S	PUBLIC SAFETY DEPARTMENT	REGISTERED NURSE	CA	5/13/2013
RODKE	RUSSELL	R	PUBLIC WORKS DEPARTMENT	UTILITIES ENGINEER	PB	5/6/2013
MARTINEZ	LEMUEL	J	PUBLIC WORKS DEPARTMENT	UTILITIES MAINTENANCE WORKER	PB	5/28/2013
AVILA	ERICK	A	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
BANDONI	DANE	A	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
BERGEN	BRIAN	P	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
GALANG	MARI	T	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
GOMEZ	RYAN	M	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
GONZALEZ	ALAN	R	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
HAMILTON	ANNA	T	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
HERRERA	TIFFANY	S	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
JENKINS	VICTORIA	R	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
MAESTAS	JEFFREY	M	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
MARTINEZ	JULIAN	L	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013

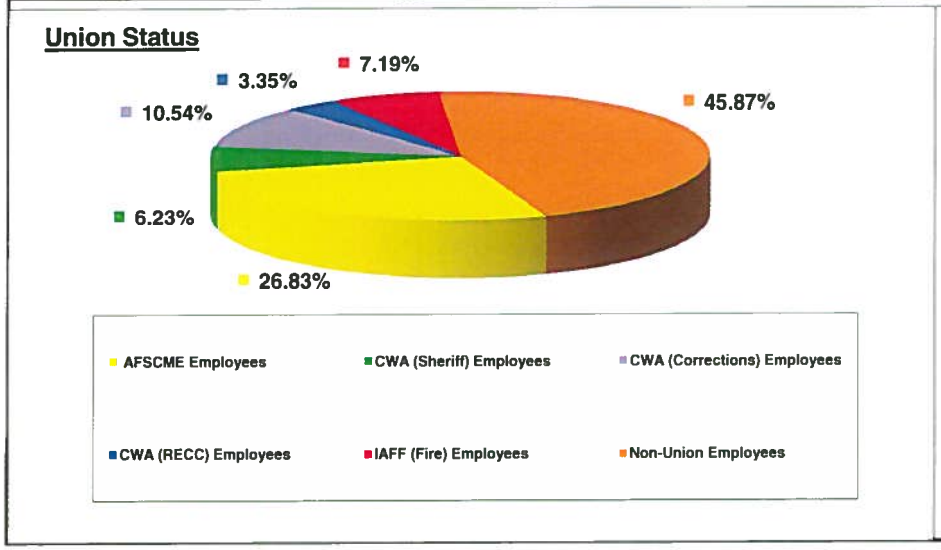
Revision: Time:

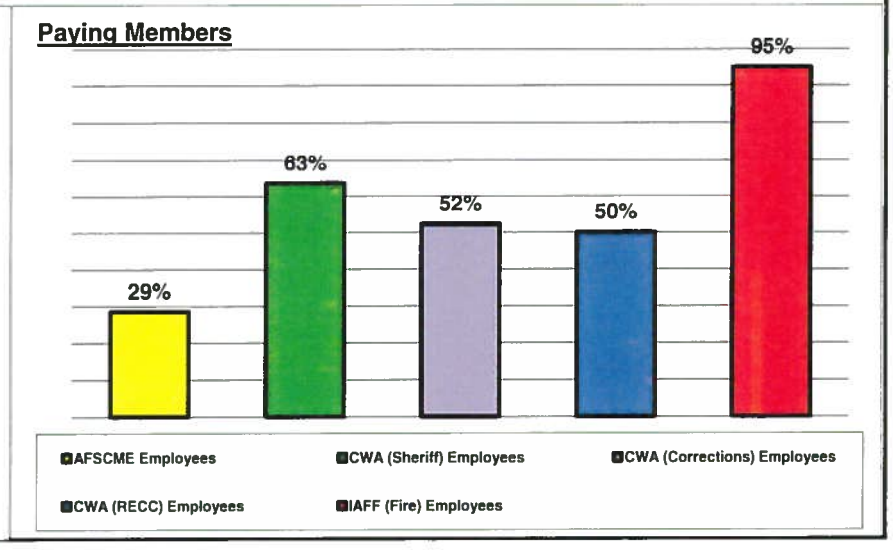
SANTA FE COUNTY NEW HIRE REPORT FOR THE MONTH OF MAY 2013

LAST NAME	FIRST NAME	MIDDLE INITIAL	DEPARTMENT	POSITION	EMP STATUS	HIRE DATE
MILLER	NATHAN	F	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/18/2013
RODRIGUEZ	OSCAR		PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
SENA	JUSTIN	J	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
SNOW	KENNETH	R	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/18/2013
VAN ARK	DOROTHY	D	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
WHEELESS	JOHN	E	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013
ZAMORA	CRISTIAN	U	PUBLIC SAFETY DEPARTMENT	VOLUNTEER FIRE FIGHTER	VF	5/2/2013

LABOR STATISTICS FOR MAY 2013

Union Status		Percentage of Union Status		Number of Employees Paying Dues		Percentage Of Employees Paying Union Dues	
AFSCME Employees	224	AFSCME Employees	26.83%	AFSCME Employees	64	AFSCME Employees	29%
CWA (Sheriff) Employees	52	CWA (Sheriff) Employees	6.23%	CWA (Sheriff) Employees	33	CWA (Sheriff) Employees	63%
CWA (Corrections) Employees	88	CWA (Corrections) Employees	10.54%	CWA (Corrections) Employees	46	CWA (Corrections) Employees	52%
CWA (RECC) Employees	28	CWA (RECC) Employees	3.35%	CWA (RECC) Employees	14	CWA (RECC) Employees	50%
IAFF (Fire) Employees	60	IAFF (Fire) Employees	7.19%	IAFF (Fire) Employees	57	IAFF (Fire) Employees	95%
Total Number of Union Employees	452	Total Percentage of Union Employees	54.13%	Total Number of Employees Paying Dues	214		
Non-Union Employees	383	Non-Union Employees	45.87%				
Total Number of Employees	835		100%				





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NO PACKET MATERIAL FOR THIS ITEM

EXECUTIVE SESSION

Patrick 'Pat' Varela
Treasurer

Eric J. Lujan
Deputy Treasurer

MEMO

To: BCC

CC: Patrick "Pat" Varela

From: Eric J. Lujan

Date: 6/17/2013

Re: Ordinance regarding Duplicate Business License for June 25th, 2013 agenda

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Ordinance No. 2013-___, An Ordinance Amending Ordinance No. 1992-03, To Establish The Right To Obtain A Duplicate Business License And Establish A Fee For Issuance Of A Duplicate Business License

P.O. Box T • Santa Fe, New Mexico 87504 • (505) 986-6245 • FAX (505) 995-2731

THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY

ORDINANCE NO. 2013-___

AN ORDINANCE AMENDING ORDINANCE 1992-03 TO ESTABLISH THE RIGHT TO OBTAIN A DUPLICATE BUSINESS LICENSE AND ESTABLISHING A FEE FOR ISSUANCE OF A DUPLICATE BUSINESS LICENSE

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY THAT ORDINANCE 1992-03, AS AMENDED BY ORDINANCE 2009-3, IS FURTHER AMENDED AS FOLLOWS:

WHEREAS, in 1992 the Board of County Commissioners of Santa Fe County adopted Ordinance 1992-03 requiring persons engaging in business in Santa Fe County to obtain a Santa Fe County business license;

WHEREAS, in 2009 the Board of County Commissioners adopted Ordinance 2009-3 amending Ordinance 1992-3 by transferring responsibility for issuance of business licenses from the Santa Fe County Clerk to the Santa Fe County Treasurer; and

WHEREAS, the Santa Fe County Treasurer receives regular requests for duplicate copies of business licenses, the provision of which is an expense to Santa Fe County.

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY that Ordinance 1992-03 is hereby amended as follows.

1. Section 3(B)(3) is hereby amended by adding the following:

   "Any license holder who requests a second copy of their license may obtain the duplicate license following payment of the duplicate license fee set forth in Section 3(B)(4)."

2. Section 3(B)(4) is hereby amended by adding the following:

   "n. Duplicate license, six ($6.00) dollars."

PASSED, APPROVED, and ADOPTED this day of , 2013, by the Board of County Commissioners of Santa Fe County.

THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY

By:_____
Kathleen S. Holian, Chair

ATTEST:

_____
Geraldine Salazar, Santa Fe County Clerk

APPROVED AS TO FORM:

_____
Stephen C. Ross, County Attorney