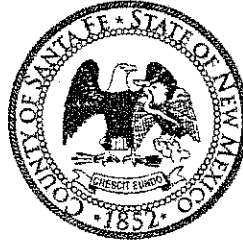


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Commissioner, District 1

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Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

Date: September 13, 2017
To: Board of County Commissioners
From: Penny Ellis-Green, Growth Management Director 
Via: Katherine Miller, County Manager
Re: Growth Management Monthly Report September 2017

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

Planning Division

Affordable Housing

Work was completed on a Happy Roof project located in the Highway 14 area.

Bids are being accepted for a Happy Roof project for a home located in the Santa Cruz area.

Staff coordinated with Homewise in the sale of a home from a tier 1 affordable buyer to a tier 3 buyer. The tier 3 buyer's silent lien is in the amount of \$56,750.00 and the County received payment from the sale in the amount of \$38,134.00 which included \$4,500.00 in shared appreciation.

Open Space

Open Space continued work on new contracts including forest health evaluations for all open space properties, developing a riparian management plan for Los Potreros Open Space and La Cieneguilla Open Space; developing a grassland management plan for Los Potreros Open Space, La Cieneguilla Open Space, and San Pedro Open Space; developing Best Management Practices for Open Space properties; developing a Rail Trail Management and Stewardship Plan; and designing an irrigation system for Los Potreros Open Space. This included going out to the properties with the consultants to learn and perform the riparian and grassland monitoring assessment methods at Los Potreros, La Cieneguilla and San Pedro Open Spaces.

Staff monitored Talaya Hill Open Space on September 11, 2017 and Arroyo de la Piedra Open Space on September 19, 2017 with the Santa Fe Conservation Trust to evaluate the conditions of the properties.

Staff attended the Santa Fe River Traditional Community Collaborative meeting on September 14, 2017.

Food Policy Council

Staff attended the monthly Food Policy Council (FPC) meeting on August 24, 2017 and updated the Council on the Agriculture Portal.

Staff met with the FPC coordinator to plan for the Food Summit event being held in October by the FPC.

Agriculture & Ranching Implementation Plan

Staff conducted several site visits as part of the filming and visual documentation process for the development of the Agricultural Portal. Site visits included Agua Fria Community Farm, Chimayo family property, Pojoaque farm,, Cerrillos Farmers Market and area to include restaurant, La Cienega Farm and Santa Fe Farmers Market.

Community Planning

Staff held a meeting with San Marcos community members on August 23, 2017 to develop the Public Participation Plan for the planning process. The BCC authorized the San Marcos Planning Process via Resolution 2017-93 on August 29, 2017.

Staff presented proposed Zoning Map Amendments to the TAC regarding zoning in Edgewood where the city has incorporated land formerly under County jurisdiction and in La Cienega, where Pojoaque Pueblo now has jurisdiction over the old SF Downs property which was formerly under County jurisdiction.

Community Organizations and Registered Organizations

There were no new applications submitted in August. Staff continues to receive and process Community Organization and Registered Organization applications when they are submitted.

Transportation

Staff attended the Sept. 6, stakeholders meeting for the NMDOT reprioritization study for improvements on the NM 599 corridor. Based on an initial ranking by recorded crashes for each of the intersections, Via Veteranos was # 5 of 5, Airport Road #1 because it had 30 % of all crashes on the corridor. Attendees expressed concern that Via Veteranos had a low number of crashes it but had the most fatalities. The consultant said crash history would be one factor in the final set of criteria for ranking interchanges. An interchange workshop is scheduled on October 11, 2017. There are no plans for a public meeting on the study but the consultant will present study conclusions to the MPO.

ADA Transitions Plan: Letters of Interest were sent to five consultant firms for the development of the ADA Transition Plan. Three responses were received. Staff will review responses anticipate a contract award in mid-October.

SFMPO

The September Technical Coordinating Committee meeting and the Policy Board meeting were canceled.

NCRTD:

Staff attended the NCRTD Board of Directors Meeting on September 8, 2017. Issues discussed at the meeting included the following:

- NCRTD approved a resolution which extends the current fare structure policy to December 31, 2019. The Policy continues fare free service on NCRTD routes except for the two premium service routes; the Taos Express and Santa Fe Mountain Trail Routes. Non-winter fare for the Mountain Trail route is \$5.00 round trip, winter fare is \$5.00 one way with a \$5.00 coupon valid for any transaction at the ski basin. All veterans are eligible for fare free service on premium routes with a valid ID.
- NCRTD authorized staff to apply for Federal Transit Administration grant funding (Section 5339) for the planned Maintenance and Fueling facility.
- NCRTD approved the annual assessment of all transit routes and recommended service changes as a result of the assessment. Santa Fe County route modifications are as follows:
 - Santa Fe Route 200: eliminate the stop at Camel Rock Casino to streamline trips, (only stops at 9:30 am), eliminate 10:18 am stop at Capitol/PERA Building due to lack of ridership, change 1:00 pm terminal from Sheridan Street to South Capitol Station due to ridership requests, do not stop at Sheridan on this round trip.
 - Eldorado Route 280: Add bus stop at Hondo Eastern Fire Station.
 - Turquoise Trail 270: eliminate late AM round trip from 599 Rail Runner Station to Detention Center and back at 8:45-9:15 am, increase service to Santa Fe Adult Detention in afternoon, explore options to expand service to Madrid earlier in AM and options to streamline service and its consistency (as part of the 5 Year service plan update in FY 19).

Economic Development Division

The REDI Net (fiber optic broadband) Board of Directors did not meet in September.

Santa Fe County is working on a lease with Black Mesa Wireless to provide broadband service in the Pojoaque Valley to end users utilizing the REDI Net fiber lines that are available in the fire station. The sublease agreement between Santa Fe County and Black Mesa will be in front of the BCC on Tuesday, October 10th and should be on the consent agenda.

North Central New Mexico Economic Development Division (NCNMEDD) did not hold a meeting this month, the next regular meeting is scheduled for October.

The Northern Rio Grande National Heritage Area (NRGNHA) held a General Meeting where a rough cut of the PROTEC film, "Battle at Glorieta" was shown and suggestions by the heritage board were offered to the film director. Other discussion took place regarding the upcoming fiscal year budget and funding from Congress (which has been established for \$300,000 for FY17). Darley Newman posted several stories with pictures on Facebook, Twitter and Instagram regarding her crews' visit to Santa Fe County.

Economic Development staff and the CMO attended the Occupancy Tax Advisory Board (OTAB) meeting at the City and the Deputy County Manager made a presentation of why the City and the County do not share a website. We also learned about the joint efforts to promote Santa Fe's airport – there is also a name change pending to Santa Fe Regional Airport and partial funding is being made by Los Alamos and Taos Counties.

Economic Development staff attended the City's Bloomberg Challenge meetings where the City is in the running for a \$5 million grant to implement a new program for the residents of the greater Santa Fe area. Final results of the winner of the grant are forthcoming.

Economic Development Staff attended:

- The SFC State Fair Booth;
- The Regional Development Corporation's (RDC) annual meeting at BTR;
- The BizMix Awards ceremony where 17 startups competed for \$22,000.

The Estancia Valley Economic Development Association (EVEDA) did not meet in September.

Building and Development Services Division

Permits and Development Review

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

	September 2017
New Residential Permits - Stick Built Homes	22
New Residential Permits - Manufactured Homes	6
Commercial Building Permits	2
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	0 Lots
Exemptions	2 Lots
Commercial Business Licenses	2
Home Occupations No Impact	6
Home Occupations Low Impact	2
Film Permits	2

Code Enforcement

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

	September 2017
Number of Initial Notices of Violation Issued	19
Number of Final Notices of Violation Issued	4
Number of Notices of Violation resolved without court action	15

GIS Division

E911 Addressing

In September, after completing the first full sweep of unincorporated Santa Fe County E-911 Addresses on September 1, the GPS Field Technicians focused on field supply inventory and

organization as well as data management and research of addressing issues discovered during the first sweep.

The GPS Field Technicians and two other Addressing staff attended the E911 & GIS Conference in Las Cruces from September 12-15, which included a 2 day session on Addressing Best Practices and the new National Addressing Standard. One of the GPS Technicians also attended the GIS in the Rockies Conference in Denver from September 19-22.

Fulfillment of public requests also included the posting of 8 addresses and the naming and addressing of a new road.

The **GIS Division**, during the month, provided 117 Address Verifications to County residents and prepared 85 development permit screening forms & maps which triggered 11 archeological screenings.

The Division continued coordinated work with RECC to update data used by 911 dispatch and first responders which will move forward when RECC IT staff have the physical server environment ready for GIS software and data loading, testing, and REST service development. During September, GIS staff readied datasets that will be sent over to RECC and assisted with RECC ArcServer installation.

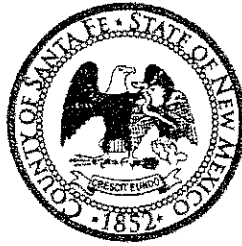
At the end of September, Mark Garland, a 20 year veteran of GIS and Addressing at Santa Fe County, retired. The Department will be working to fill this vacancy during the coming month.



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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: October 31, 2017
Re: SFC Public Safety Department Monthly Report for September 2017

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

CORRECTIONS DEPARTMENT

Adult Detention Facility (ADF)

- The Adult Detention Facility had 621 intakes and 608 releases for the month of September 2017.
- NM Association of Counties conducted an operational assessment for the purpose of identifying areas that are of liability concern in detention operations. It consisted of a review of 28 core standards and 6 priority policies and procedures identifying implementation and practice.
- A team of employees were sent to Torrance County to review files of inmates that Santa Fe County may be housing due to the closure of the Facility in Estancia. The review consisted of the following sections:
 - Inmate Classification files (Judgment and Sentences, Detainers, Indictments, Bonds, etc.)
 - Inmate Disciplinary Files
 - Grievance Files
 - Medical
 - Dental
 - Psychiatric
 - Psychological
 - Behavioral Health Files
 - Security Threat Intelligence Files

Electronic Monitoring Program

- Providing services to 351 clients.
- There were 50 successful releases for September.
- Clients Financial Obligation – Paying - 20%, Waived - 0%, Unemployed - 71%, Out of County - 9%.

Youth Development Program (YDP)

- Havona Environmental conducted air quality testing in the laundry room.
- On September 14, 2017, the Espanola Wild Life Center did a presentation on reptiles, they showed a tortoise and snake to the residents.
- Maintenance Technician Senior Paul Padilla and Maintenance Technician Johnny Gutierrez went on the roof to evaluate work needed, pictures were taken for reference.
- On September 27, 2017, the Espanola Wildlife Center did a presentation, they showed a falcon and a red-tailed hawk to the residents.

September 2017

Intakes	27
Releases	20
Male Intakes	23
Female Intakes	4
Average Daily Population	12

FIRE DEPARTMENT

Administration, Facilities, Fleet

- Completed the 11 month walk through assessment of Glorieta Station 2.
- Solar panels installed at Edgewood Station 1.
- A builder was selected and approved for the Galisteo station apparatus bay addition. We anticipate breaking ground in October.
- Additional fire facility projects are in the works. Priorities for architectural services include La Puebla Station 1 addition, Cerrillos Village Substation, an apparatus bay addition to Chimayo Station 1, and a training room addition to Madrid Station 1.
- The State Fire Marshal approved the Department's Fire Fund carryover request from FY 17. The Department will be coming forward with a budgeting resolution for the October 31st BCC meeting.
- Work continues with Motiva Corporation on the Senior Services and Fire Mobile Integrated Health Pilot Project.
- New Turquoise Trail Brush Truck released to the District. La Puebla Mini Pumper truck delivered to Albuquerque for final fabrication prior to release to the Department.
- Volunteer Fire Academy started on Monday, September 18th with 24 volunteer cadets enrolled.
- Advertising and testing completed for 2 Fire Prevention Specialist vacancies.
- Ambulance revenue \$79,473 (YTD \$276,818)
- Transition from County Wildland Team to YCC funded team. Advertising and hiring underway.

Operations and Training

Emergency Responses/615 total - 140 Fire Incidents and 475 EMS Incidents

- The Department's 2017 career firefighter cadet academy continues. The cadets completed final testing for certification at the end of the month at the NM Fire Academy. Cadets will be released to the field for a five week internship.
- EMT Refresher classes continued in September for career and volunteer staff.
- Approximately 250 applications received for 18 vacant Firefighter positions. Written exam completed on September 29th and additional testing and evaluations to be completed through early October. We anticipate starting the Fire Academy in December.

- Battalion Trainings on Incident Command Systems for all three shifts completed successfully. Planning underway to deliver the training to the volunteer Districts.
- Recruitment and written exam for a Lieutenant Promotional List/Acting in Capacity Program completed. Further evaluation steps to be completed in October.

Fire Prevention and Wildland

- Development Reviews, Adjustments and Variances – 55
- Plan review site visits - 7
- Burn Permits – 5
- Movie permits and site work – 10
- Annual Inspections - 14
- Fire Protection Systems Review – 13
- ISO Requests - 3
- Pre-school/School fire and injury prevention presentations/Health Fair – 5
- Prevention trainings – 14
- Wildland Training Class – 1
- Wildland Fire responses – 1 fire burned 0.2 acres in the County
- RX and RMP fires – 2
- Firefighters trained (Wildland) - 15
- Hazardous Fuels acres mitigated - 2

Volunteer Recruitment and Retention

- New member applications recruited and approved - 9 (YTD 67)
- Participated as a staff instructor in trainings with the career Cadet Academy, including live fire burns at the NM Fire Academy.
- Lead instructor/Coordinator for the Volunteer Fire Academy. Classes are two evenings a week and every Saturday until mid-December.
- Continue to instruct the hybrid Fire Officer 1 class for volunteer officer personnel. This is in coordination with the on-line training program for volunteers.
- Attended the 25th Anniversary Breakfast in Galisteo as well as the annual BBQ event in the Eldorado District.
- Attended Open House event in the Turquoise Trail District.
- Attended the Santa Fe Public Schools Back to School Bash as a recruiting event.
- Designed and implemented a New Member Orientation event for new volunteers to be conducted once every two months. First session will be conducted October 11th.
- Attended class on Longevity in the Fire Service.

Emergency Management

- EM staff conducted a Tactical Incident Command course for all three Battalions. The course consisted of lectures, after action reviews, command simulations, and a sand table exercise.
- Presented Emergency Preparedness and Business Continuity Planning to the Green Chamber of Commerce.
- Staff attended a two day course at the US Air Force Nuclear Weapons School at Kirtland Air Force Base.

- Initial deployment of the Department's new emergency communications mobile repeater trailer. Some operational issues were identified and are being addressed.
- Participated with Rio Arriba County Office of Emergency Management in a review of the Santa Cruz Dam Emergency Action Plan.
- Met with IAIA and the SFCC CERT Team on future training needs for the on-going development of their respective campus Emergency Response Plans.
- Operational Readiness checks continued as well as addressing equipment gaps identified during the Vigilant Guard exercise.

RECC

• Operations

- Total Telephone Calls Handled (incoming and outgoing)
 - September – 29,392
- Total calls Received via 911
 - September – 6,406
- County calls requiring response agency dispatch
 - September – 6,473
- City calls requiring response agency dispatch
 - September – 11,209
- Town of Edgewood calls requiring response agency dispatch
 - September - 912

• Staffing

- Vacancies
 - 1 vacant Trainee position

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

