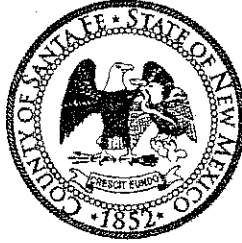


**Henry P. Roybal**  
Commissioner, District 1

**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:** May 10, 2017  
**To:** Board of County Commissioners  
**From:** Penny Ellis-Green, Growth Management Director   
**Via:** Katherine Miller, County Manager  
**Re:** Growth Management Monthly Report April 2017

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

#### **Planning Division**

##### **Affordable Housing**

A "Happy Roof" repair for a low income household in La Puebla has been completed.

Staff is currently in the process of accepting bids on another "Happy Roof" project for a home in the Glorieta area.

Staff has begun assisting an Affordable Home owner to find a new buyer for their home as part of the affordable housing program. The current owner must relocate for family medical reasons.

##### **Open Space**

Staff and COLTPAC conducted a site visit to the Thornton Ranch Open Space on April 1<sup>st</sup>, 2017.

COLTPAC and staff made a presentation to the Santa Fe Garden Club regarding current County Open Space projects and planning on April 5<sup>th</sup>, 2017.

Planning staff have coordinated with Projects staff to begin public outreach for the Arroyo Hondo Trail. The trail is currently at 60% design. Individual meetings have been set up with HOAs in the trail area. A public meeting for the project is tentatively scheduled for June 8<sup>th</sup>, 2017 (date, location and time are still being confirmed).

Staff made a presentation to the Galisteo Basin Archaeological Sites Protection Act Working Group on April 25<sup>th</sup>, 2017 regarding the current open space projects and planning initiatives related to the Galisteo Basin and County-wide.

### **Food Policy Council**

Staff attended the Food Policy Council Land Use subcommittee meeting on April 25th, 2017.

- There was discussion surrounding the development of the Ag Clearinghouse and updates on the TDR program and Bank.

Staff attended the Food Policy Council meeting on April 27th, 2017.

- Staff provided updates regarding progress made on the TDR Program and Bank and discussed the development of the Ag Clearinghouse.

Staff attended a meeting with CSD to discuss options for local food purchase for County senior centers and revitalization of the Edgewood Senior Center garden.

### **Agriculture & Ranching Implementation Plan**

Staff completed the review of the draft Food System Analysis report for the Ag Resource Inventory.

Staff attended a meeting in La Cienega to provide outreach for the ARI Plan, Ag Resource Inventory, and Agriculture Clearinghouse

Staff attended the District 1 Acequia training with Army Corps of Engineers

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

Staff attended a meeting at the USDA offices in ABQ regarding the Value-Added Producer grant opportunities

Staff conducted a site visit to SLK farm in as part of the on-going effort to conduct outreach regarding the agriculture initiatives and TDR program to stakeholders throughout the County.

### **Transfer of Development Rights**

Staff continued outreach and coordination for the TDR program. The TDR Bank Committee was established. Staff conducted 2 site visits to properties interested in TDR Qualification and completed 3 draft TDR Qualification reports.

### **Transportation**

The ADA Milestone Schedule for completion of an ADA Transitional Plan was submitted to NMDOT on April 12, 2017. The proposed schedule outlines steps for the ROW Plan element to be submitted in March 2018 and the Building and Facility Plan element to be submitted in July 2018.

Notice of NMDOT TAP grant awards for the Arroyo Hondo Trail (AHT), Phase IV and Rail Trail Segment 5 was received. The AHT, Phase IV award is \$1,238,880 with a required County match of \$211,120. The Rail Trail, Segment 5 award is \$389,062 with a required County match of \$66,301. The total County match for both projects is \$277,421; the total federal funding award for both projects is \$1,627,942.

Staff attended Federal Highway Administration (FHWA) Title VI training in Albuquerque, NMDOT and FHWA are reviewing the Title VI plans submitted and will contact member governments regarding their plan submission and any Title VI issues.

## **SFMPO**

Staff attended the April 24 Technical Coordinating Committee (TCC) meeting. (There was no Policy Board meeting in April.) Items discussed included:

- The TCC approved release of TIP Amendment #6 for advertisement and public comment. The proposed TIP Amendment #6 changes include changing project title, scope, and \$100,000 reduction in funding for the RR signal project at CR 51 (Ojo De La Vaca Rd./Canoncito RR crossing). The project will install new flasher lights and gate arms that are activated with the constant train detection system. It is scheduled for FY 2018 and the project cost is \$250,000 with NMDOT funds.
- The St. Michael Corridor projects will be consolidated under one NMDOT Control Number and MPO TIP listing. These include the St. Michaels Corridor study, the pedestrian under pass at the RR crossing and the St. Michaels pavement preservation project
- The TCC reviewed, selected, and ranked candidate projects for federal funding consideration in year 2023 of the MPO TIP. The candidate projects are:
  - 1) NM 599/Via Veteranos grade separated interchange (NMDOT)
  - 2) Rabbit Road Safety Improvements (County),
  - 3) Avenida Del Sur West Extension (County),
  - 4) Rancho Viejo Blvd. bike lanes.

The Richards Ave. bike lane candidate project was withdrawn by County staff due the need for further project scoping.

The TCC and MPO staff determined that the Los Suenos Trail Extension candidate project did not qualify for federal funding consideration because it a minor collector and does not have connection to higher functional class roads.

After consultation and input from NMDOT the new draft TIP with FY 2023 projects will be presented at the June 22 Policy Board meeting for review/approval.

## **NCRTD:**

Staff attended the April 7 NCRTD Board of Directors Meeting, key items included the following:

- NCRTD approved staff recommendations on the Mountain Trail route (Santa Fe Ski Basin shuttle). The Mountain Trail Route will now operate continuously year round with no break in service between the winter and summer schedules. Match amounts requested from the County, City, Rio Metro Regional Transit, and the Santa Fe Ski Basin for FY 2018 are the same as those for FY 2017. For Santa Fe County the amount is \$25,172 (this sum has been included in the draft FY 2018 Santa Fe County Budget).
- There was discussion on the 2023 sunset for the regional 1/8 % Transit GRT. At the May meeting NCRTD will vote on a resolution to ask each of the 4 counties to adopt ordinances calling for placement of the sunset question on their Nov. 2018 Ballots.

## **Community Planning**

Staff presented the final draft of the Galisteo Community Plan Update, Village Center Action Plan, and Revitalization Plan to the Planning Commission on April 20th. The Commission recommended approval of the Update to the BCC. This item is scheduled to be heard by the Board at the May 2<sup>nd</sup>, 2017 BCC meeting.

Community Development Block Grant (CDBG) Program: Staff coordinated two special meetings of the BCC to conduct CDBG public hearings (March 28th and April 11th). Background on the program and previous County projects were discussed, new proposals were heard by the board, and members of the public had an opportunity to comment. Three proposals were heard, and at the April 11th meeting the BCC selected the East Mountain Health Facility in Edgewood as the County's project to submit an application to NMDFEA for \$750,000 in FY17 CDBG funding.

5-Year Capital Plan and FY18 Budget Recommendations: Staff facilitated the County's 5-Year Capital Plan budget request process and assisted in coordinating database and budget request spreadsheet materials for VURB, ITEC, and FARCM committee meetings. VURB, ITEC, and FARCM held formal department and division hearings for FY18 requests on April 20th, 24th, and 25th, respectively. Planning staff supported

these committees and the committees are in the process of finalizing FY18 funding recommendations to the County Manager for Capital, Fixed Assets, and Maintenance.

La Bajada community which includes the Registered Organization of La Bajada Community Ditch and Mutual Domestic Water Association and the Community Organization for La Bajada Traditional Village Committee submitted a Letter of Intent to establish a Planning Committee and request authorization to the Board to establish a community plan for La Bajada to address specific objectives and purposes.

### **Community Organizations and Registered Organizations**

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

Staff met with the Agua Fria Community Water System Association about becoming an RO.

### **Economic Development Division**

Northern Rio Grande National Heritage Area (NRGNHA) Board of Directors met April 8, 2017. A presentation from the director of PROTEC (Monique Anair) and some students occurred. There was discussion about a new logo for the heritage area and the first conference that will be held in October. The NRGNHA is also planning on having a Grand Opening of the newly renovated Onate Visitor's Center in June.

Staff has met with Monique Anair to discuss future of PROTEC next year. The program will likely be an IT focus. There will be a presentation to the BCC at the end of May showcasing the success of the program that occurred this year – the focus was the film industry.

REDI Net (fiber optic broadband) Board of Directors meets every 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month and is ongoing. Economic Development staff will be attending the Mountain Connect Conference in Keystone, Colorado, in May. REDI Net will be leasing office space from the Pueblo of Pojoaque at the Pojoaque Business Park.

The economic development staff reported to LTAB on successes at the Denver Travel and Leisure show. Staff also presented the possibility of a PBS show highlighting Santa Fe County called "Travels with Darley". This show is oriented to the traveler that wants adventure and culture. This is a \$100K/episode proposition and staff is working on acquiring partners.

Staff submitted a grant application through the USDA (a Rural Business Development Grant) for La Bajada Ranch. This grant is for a feasibility/market study and a business plan to start a wine incubator at the ranch. The wine incubator will be in collaboration with SFCC and they will offer a curriculum for wine making.

The contract with the Regional Development Corporation's Venture Accelerator Fund had 54 applicants for funding of new start-up companies. There is a total of \$311,000 to be awarded this year with money aggregated from the partners of SFC, LANL, City of Santa Fe, Rio Arriba County and Taos County. With a cap of \$60,000/award, the review committee will award up to 10 awardees.

The County is sponsoring the Outside Magazine Bike & Brew Fest, the event is May 18-21 at the Santa Fe Rail Yard.

The next board meeting of the North Central New Mexico Economic Development Department (NCNMEDD) will be May 19<sup>th</sup>.

## Building and Development Services Division

### Permits and Development Review

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

|  | April 2017 |
|--|------------|
| New Residential Permits - Stick Built Homes  | 15         |
| New Residential Permits - Manufactured Homes | 9          |
| Commercial Building Permits                  | 10         |
| Number of Lots Created – Major Subdivision   | 0 Lots     |
| Minor Subdivisions                           | 0 Lots     |
| Exemptions                                   | 4 Lots     |
| Commercial Business Licenses                 | 0          |
| Home Occupations No Impact                   | 7          |
| Home Occupations Low Impact                  | 0          |
| Film Permits                                 | 4          |

### Code Enforcement

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

|  | April 2017 |
|--|------------|
| Number of Initial Notices of Violation Issued                | 22         |
| Number of Final Notices of Violation Issued                  | 6          |
| Number of Notices of Violation resolved without court action | 14         |

## GIS Division

### E911 Addressing

In April Addressing staff inspected 279 addresses and replaced 47 rural address postings. One of the GPS Field Technicians completed 5 days of intensive GIS training during this month.

The **GIS Division** prepared 83 development permit screening forms & maps which triggered 18 archeological screenings.

Work continues on the objection to US Census Bureau's County Boundary change that was discovered during the 2017 review Boundary and Annexation Survey (BAS).





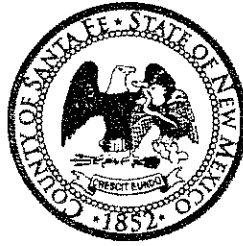




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Commissioner, District 5

**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:** May 30, 2017  
**Re:** SFC Public Safety Department Monthly Report for April 2017

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

## **CORRECTIONS DEPARTMENT**

### **Adult Detention Facility (ADF)**

- The Santa Fe County Adult Detention Facility had 657 intakes and 686 releases for the month of April 2017.
- Partnership with local nonprofit educational group to test inmates free of charge and provide necessary medication for treatment of HIV and Hepatitis being reviewed by legal. Such partnership would also include educational programming services for inmate population and the community.
- Continued enhanced efforts in recruiting and filling vacancies within the Correctional Facility underway.
- Santa Fe County Fire Marshall conducted annual inspection of the Adult Facility, no deficiencies found.

### **Electronic Monitoring Program**

- Providing services to 333 clients.
- There were 38 successful releases for April.
- Clients Financial Obligation – Paying - 21%, Waived - 0%, Unemployed - 72%, Out of County - 7%.

### **Youth Development Program (YDP)**

- On April 28, 2017, the National Association of Counties (NACO) awarded the Santa Fe County Youth Development Program a 2017 Achievement Award for its program *Dollars4Schools Initiative* in the category of community and economic development.

- 13<sup>th</sup> Annual Youth Music Night at the Museum of International Folk Art was held on April 21, 2017. Resident poetry from the *Vocca de Libertad* Poetry workshops was featured at this event. Theme for event was raising awareness on the school to prison pipeline agenda.
- On April 18, 2017, Solace Crisis Treatment Center staff toured Santa Fe County Youth Development Program. This was in conjunction with the Prison Rape Elimination Act (PREA) grant that there organization received in collaboration with the Santa Fe County Corrections Department.
- The School for Advanced Research Program (SAR) has partnered with Santa Fe County Youth Development Program through the Santa Fe Community Foundation to provide monthly educational programming to youth within the facility. *“The goal of this partnership is to bring Native American artists to the YDP as a way to provide quality and diverse educational opportunities to youth at their facility. Through hands-on workshops, this partnership seeks foster a sense of pride and self-work within Native American residents, while encouraging curiosity and learning about diverse cultures within the YDP’s largely Hispanic population.”* First course was conducted on April 13, 2017.
- Art work called “Bosque Morning 1” by Page Coleman was hung in the lobby area of Santa Fe County Youth Development Program as part of the Art in Public Places on April 12, 2017.

#### April 2017

|                                 |           |
|---------------------------------|-----------|
| <b>Intakes</b>                  | <b>22</b> |
| <b>Releases</b>                 | <b>20</b> |
| <b>Male Intakes</b>             | <b>17</b> |
| <b>Female Intakes</b>           | <b>5</b>  |
| <b>Average Daily Population</b> | <b>10</b> |

### FIRE DEPARTMENT

#### Administration, Facilities, Fleet

- Completed budget presentations. FTE and Fixed Asset requests approved at the committee level. These initial requests for the Fire Department were carved out of our flat budget submittal. The Administrative Division attended a number of meetings regarding portions of the requested budget, including vehicles, personnel, and fixed assets.
- Received purchase orders to purchase 5 water tenders, 2 rescues, 2 ambulances, and 1 brush truck. These expenditures include funds awarded from the 2017 Fire Grants administered by the State Fire Marshal Office. We still have one additional Rescue and one brush truck awaiting purchase orders. These vehicles will be delivered in FY 2018.
- Completed the Battalion Trainings at the Agua Fria Training Center and are continuing with regular drills for career and volunteer staff using the center and other resources.
- Completed our EMS inventory and annual defibrillator service in accordance with PRC requirements. Evaluations underway for automated CPR devices. We are testing to see if these devices would enhance our Emergency Medical Services.
- We filled our Fire Prevention Specialist position. Firefighter Paramedic Nestor Garcia was promoted to Fire Lieutenant on B Shift. Still working on filling career cadet positions and the Assistant Chief of Operations.
- Ambulance billing collected \$86,446 during the month of April. They are on track to exceed the revenue budgeted for the Fiscal Year.

- Work began with Motiva Corporation on the Senior Services and Fire Mobile Integrated Health Pilot Project. Also participated in the Healthcare Gap analysis work being performed by the Community Services Department.
- Participating in the Federal Engineering Radio System assessment in collaboration with the City of Santa Fe and the vendor.
- Completed NM Fire Fund applications and submitted them to the Santa Fe Marshall's Office prior to the deadline.

### **Operations and Training**

Emergency Responses/709 total - 171 Fires and 538 EMS

- Another busy month for emergency response activities.
- 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. They successfully completed Battalion Trainings at the Agua Fria burn structure for all of the career crews.
- Paramedic students continue classroom work at the SFCC in preparation for field internships which begin the first weekend of May for 6-8 weeks. CNM and SFCC paramedic students are currently interning with Santa Fe County paramedic staff at the regional stations. Several of our Advanced EMT staff are testing for next year's Paramedic Training Program to be conducted at Albuquerque Fire Academy in collaboration with UNM.
- Orientation, training and other preparations continue for the wildland team as we get into our traditional wildland season of May and June.
- The Battalion Chiefs have picked up some of the workload of the Operations Division due to the retirement of Assistant Chief Velarde.

### **Fire Prevention and Wildland**

- Business registrations – 5
- Development Reviews and Adjustments – 35
- Plan review site visits - 18
- Occupancy reviews and calculations – 20
- Evacuation Drills - 1
- Burn Permits – 7
- School and business inspections – 16
- Hydrant Inspections and testing – 9
- Knox Box installations – 1
- Pre-school/School fire and injury prevention presentations/Health Fair – 2
- Acres burned in county – 0.8
- Wildland Fire responses – 3
- Fuel mitigation activities – 2 acres
- 2 Wildland fire training sessions conducted for 6 students (290 students YTD).
- Grants submitted - 2

### **Volunteer Recruitment and Retention**

- New member applications recruited and approved - 5 (YTD 27)

- Participated in the annual Chimayo Pilgrimage.
- Participated in Cadet testing, interviews, and the Lieutenant promotional process.
- Participated in the Battalion Trainings at Agua Fria Fire District.
- Assisting individual Fire Districts with volunteer recruitment and retention.

### **Emergency Management**

- Conducted a multi-agency Pilgrimage planning meeting and then provided on-scene incident management and coordination during the annual event over the Easter weekend.
- Attended the final Waste Isolation Pilot Plant Transportation Emergency Exercise (WIPPTREX) after action meeting.
- Attended the final planning meeting for a full scale Airport exercise, and then coordinated the Department's participation in the actual exercise in collaboration with the City of Santa Fe.
- Chief Vigil presented "New Mexico School Based Emergency Management" during the Washington State Emergency Management Conference in Seattle.
- Participated in the Santa Fe Community Organizations Active in Disasters meeting.
- The EM Coordinator attended a Disaster Recovery for Communities class at the Emergency Management Institute in Emmitsburg, Maryland.
- EM staff provided incident rehabilitation services during the Battalion Training events. This participation was a good training exercise.
- Operational readiness checks for all Emergency Management deployable resources, and a full program inventory has been completed.
- WIPP Grant spend down underway. We were recently notified by the State Fire Marshal that carryover funds would not be allowed in this program next Fiscal Year. This is contrary to past practice and requires that we expend existing grant funds in the next two months.
- EM staff is also preparing to conduct an Emergency Operations Center exercise drill.

## **RECC**

### **• Operations**

- Total Telephone Calls Handled (incoming and outgoing)
  - April – 27,295
- Total calls Received via 911
  - April – 5,737
- County calls requiring response agency dispatch
  - April – 6,418
- City calls requiring response agency dispatch
  - April – 11,368
- Town of Edgewood calls requiring response agency dispatch
  - April - 765

### **• Staffing**

- Vacancies - 7 Trainee positions

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



