

Henry P. Roybal
Commissioner, District 1
Anna Hansen
Commissioner, District 2
Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4
Ed Moreno
Commissioner, District 5
Katherine Miller
County Manager

MEMORANDUM

DATE: *May 8, 2017*
TO: *Board of County Commissioners*
VIA: *Katherine Miller, County Manager*
FROM: *Michael Kelley, Public Works Department Director*

ITEM AND ISSUE: *BCC Meeting May 30, 2017*
Public Works Monthly Report for April 2017

DISCUSSION

Operations and Maintenance

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

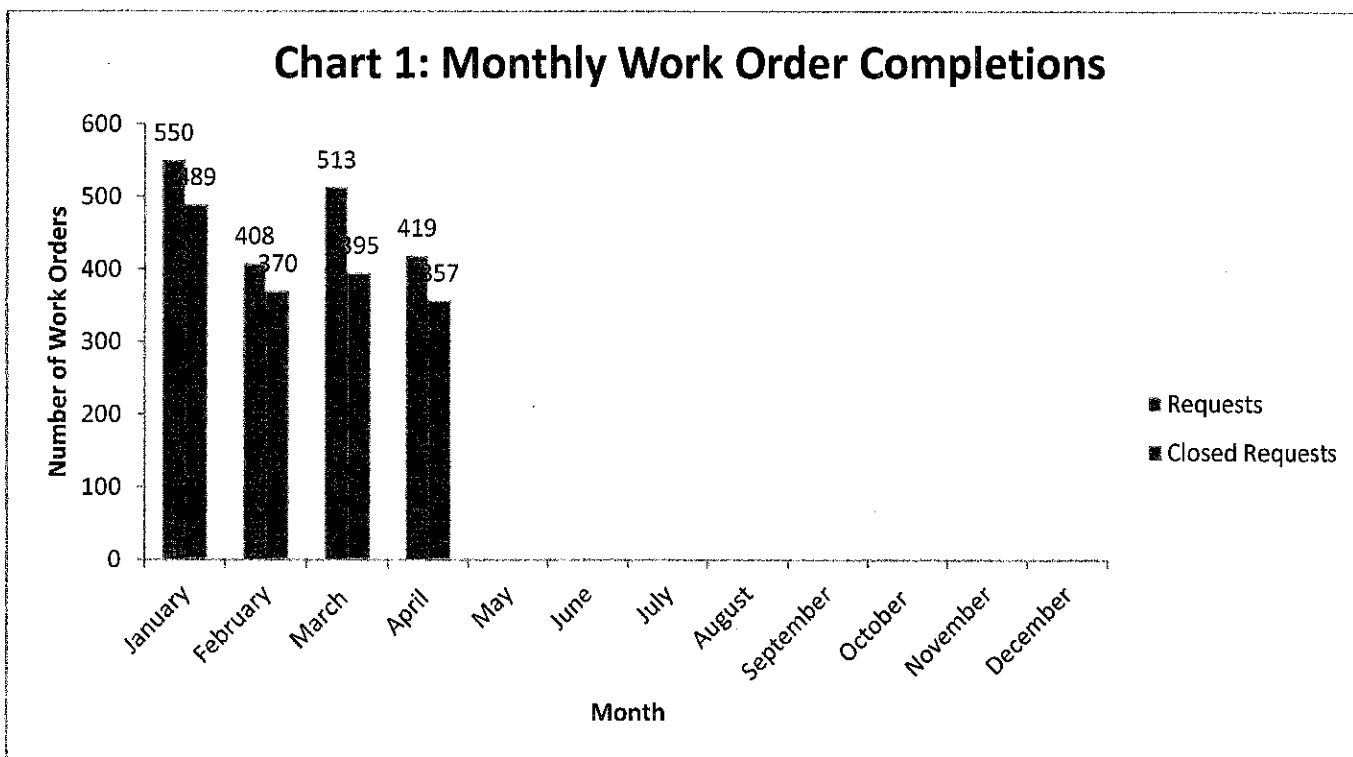
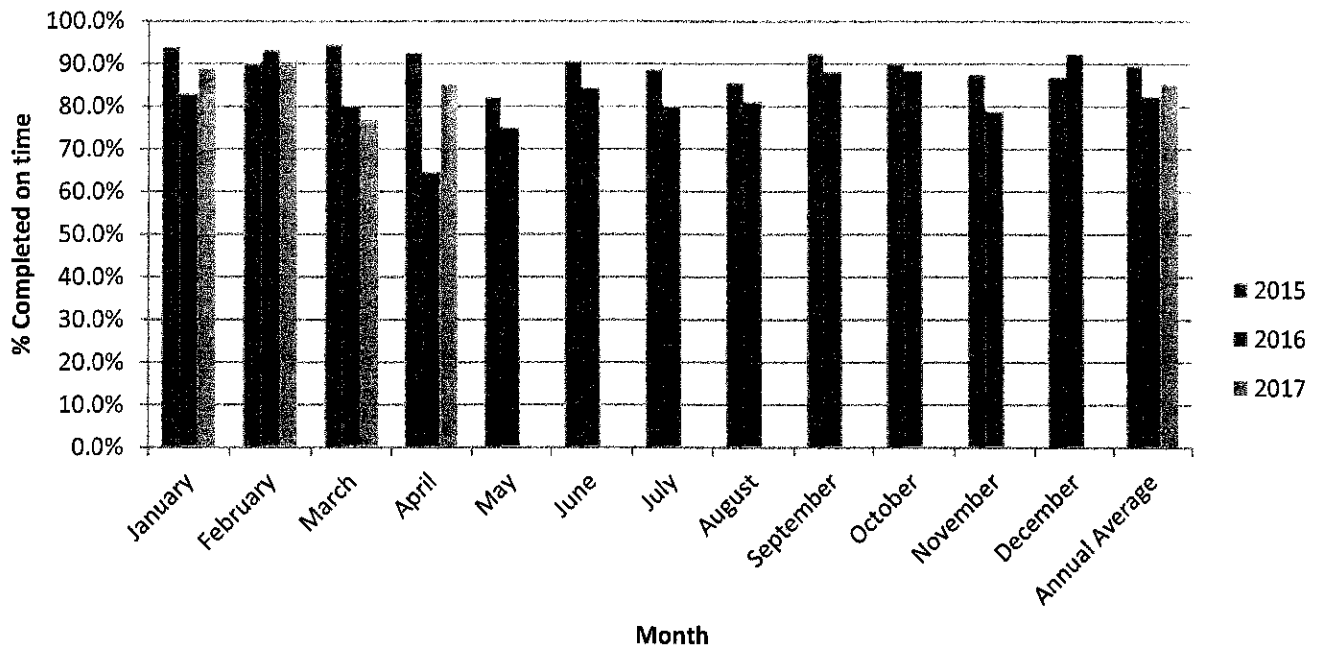
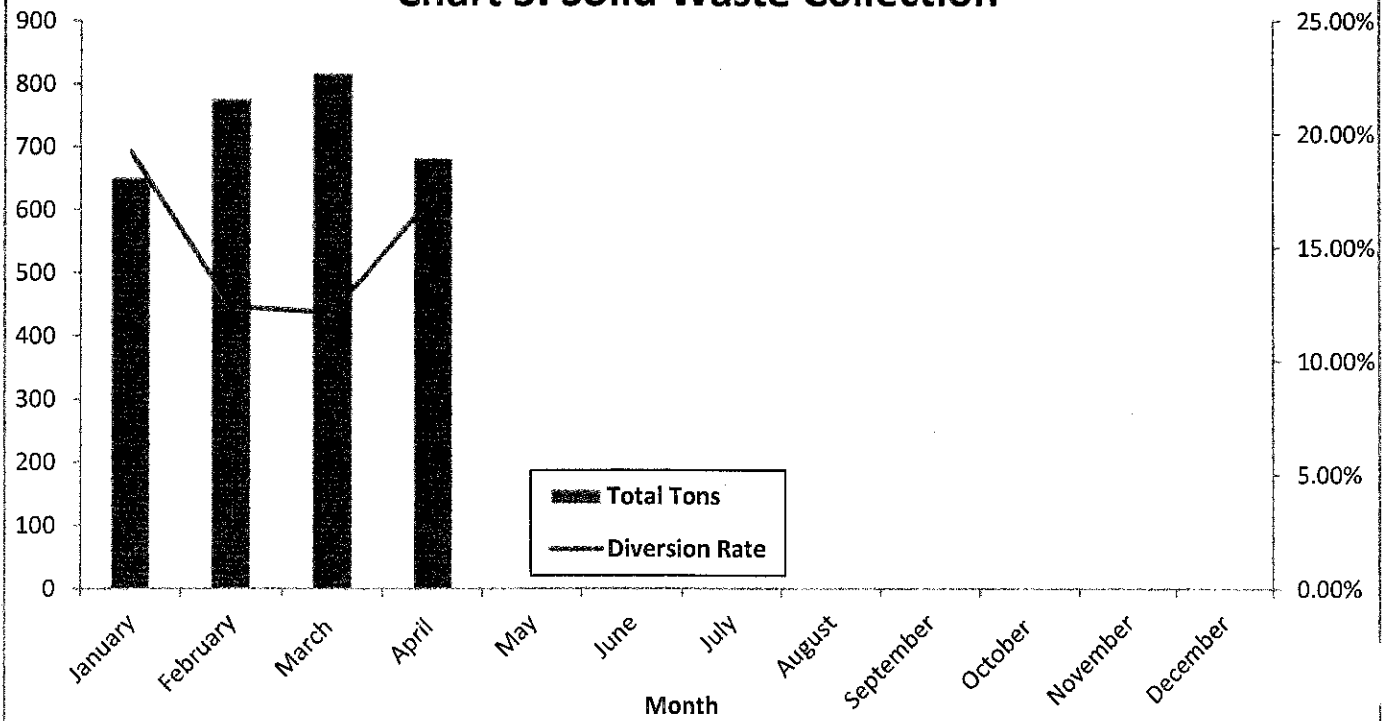


Chart 2: Year-to-year Work Order Completion Rates



Solid Waste: The County average diversion rate was 14.32% in 2016. The month of April diversion rate was 17.30%, bringing the year-to-date average to 15.25%. See chart below.

Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	Apr 17	CY17
1-trip	38	101
6-trip	40	139
6-trip/senior	22	60
6-trip/low income	0	0
6-trip/veteran	1	6
12-trip	173	637
12-trip/senior	159	563
12-trip/low income	3	9
12-trip/veteran	20	63
Bag tags	78	282

Project Delivery Division:

Utility Projects:

- **Vista Aurora Subdivision Sewer Line Upgrade:** Project is on hold. Funding has been deleted through BAR 2017-32
- **Lamy Junction Waterline Extension: Design Phase:** Water Quality report has been provided to the County. Report shows that chlorine injection is required at an additional construction cost. The consultant provided three costs for alternatives utilizing three vendors which ranged from \$389,000 to \$744,000. Need to discuss with County Manager to see if project moves forward.
- **TL6S Transmission Line – Design Phase:** Design Phase is complete.
- **Agua Fria Utilities Infrastructure Plan:** Preliminary Engineering Report (PER): PER for wastewater is 100% complete. Contract Amendment has been signed to take water to 100%.
- **Antonio Lane Sewer Upgrade:** This project has been placed on hold. Funding is in jeopardy due to State Legislative procedures.
- **Agua Fria Utility Corridor – Design Phase:** The grant agreement for improvement to the utility infrastructure in the village of Agua Fria was received on March 10th. Funding for this project is scheduled for approval in May 2017.

Road Projects:

- **Alamo Lane:** Contractor has completed paving Alamo Lane, Contractor is currently raising the manholes. Project will be complete by the end of the week.
- **Camino Jacobo:** Project has been placed on hold. Need to get utility work done prior to road work.
- **Camino San Jose:** A priority plan has been completed by a consultant engineer. Need to coordinate with property owners to see if SFC can acquire drainage easements.

- **CR54 Arroyo del Los Chamisos- All weather structure design:** Bid opening took place 3/15/17. Received revised construction cost estimate and revised drawings from consultant. Received temporary work permit for a detour so that the road will not have to be shut down during construction. Will need to go out to IFB again once additional funding is available, estimated date for rebid is around September 2017.
- **NE/SE Connector - Phase C of The Location Study:** Consultant engineer has provided revised Location A/B study. County is in the process of requesting a waiver for a portion of Phase B study that is not required. Phase C is currently in progress.
- **CR55A General Goodwin Rd Design Upgrade:** Met with Consultant on 4/27/17 to begin redesign for 100% plans to go out for IFB for Construction.
- **Torcido Loop Chip Seal and Drainage Improvements:** Drawings are 30%. Met with Consultant on 4/27/17 to begin redesign for 100% plans to go out for IFB for Construction.
- **CR89 and 89C Drainage and Roadway Improvements:** BCC approved the county manager authority to purchase easement's necessary for the construction project.
- **Santa Fe Racetrack Chip Seal and Drainage Improvements:** Drainage Report has been completed by Santa Fe Engineering. County Staff is looking into whether or not this project can be designed in house.
- **Calle Cantando, Puesta Del Sol, Paseo de Rincon, Puye Road, Camino Pacifico chip seal projects:** Roads are in the design process by County Staff. Project has been advertised for IFB. Mandatory pre-bid meeting was held on May 4th.
- **Glorieta Estates Chip Seal project:** Final ROW has been recorded. Project will be delayed until summer of 2018.
- **CR67F La Barbaria:** Staff has directed Louis Berger to provide plans to extend construction to the limits of county maintenance. Contract extension has been provided to Procurement.
- **CR 54 Arroyo Hondo All Weather Crossing:** Selected Consultant has provided a cost, staff is working with procurement to get a PO for design services.
- **CR 72A All Weather Crossing:** Contract for design services has been awarded to Santa Fe Engineering. Design kickoff meeting was held on 4/26/17
- **Stanley Fire Station Parking lot:** County Staff has designed the site plan for the paving of the parking lot. Staff has requested prices through the on call road construction and maintenance services price agreement.
- **Entrada La Cienega:** Staff has received the PO for the 2" HMA overlay and provided it to the contractor. Universal Contractors is the Contractor.

Building Projects:

- **Agua Fria Fire Dept.– La Tierra Addition:** The project is scheduled to start in fiscal year 2018. Pending funding.
- **Chimayo Fire Station – Main:** A meeting is scheduled for Friday, May 12, 2017 with both the Department and District Chief at the site to discuss the scope of work.
- **Pojoaque station #2 – Nambe:** The project is on hold until a decision is made on how we are to proceed with Hold Harmless funding.
- **La Puebla Station #1:** The project is scheduled to start in fiscal year 2018. Pending funding.
- **Eldorado Main Station:** The project is scheduled to start in fiscal year 2018. Pending funding.

- **Turquoise Trail Fire Station in Cerrillos:** The project is waiting on a BAR for the design fees.
- **Ken and Patty Adam Senior Center/Max Coll Community Center:** The MAU installation occurred Saturday, May 6, 2017. The contractor will work on completing the installation of the exterior liner over the duct work, drywall repairs and final tie-ins with completion scheduled by Monday, May 15, 2017.
- **Rancho Viejo Fire Station Staircase:** The project is waiting for a BAR approval for additional funding for construction.
- **Hwy 14 –Senior Community Center:** Geo-test is scheduled to begin boring for the geotechnical report on Thursday, May 4, 2017. The April monthly report was sent out to the community stakeholders on Thursday, May 4, 2017.
- **Agua Fria Fire Station Training Center Site Improvements:** The State LP inspector gave the LP installer until May 15, 2017 to address a couple of items that need to be corrected prior to receiving final approval.
- **Galisteo Fire Station Remodel:** Fire Staff increased the budget and are waiting on the BAR to be finalized. Rebid of the project will occur as soon as the BAR is approved.
- **Edgewood Fire station – Stairs:** The project is scheduled to start in fiscal year 2018. Pending funding.
- **Stanley Cyclone Center Training Center Site Improvement:** The ribbon cutting ceremony occurred Saturday, May 6, 2017. Activities were held from 10:00am to 5:00pm with the ribbon cutting ceremony celebration scheduled for 11:00am.
- **Leo Gurule Basketball - Tennis Courts :** Request for IFB submittal package was submitted to procurement on April 21, 2017.
- **Santa Fe Mountain Center:** Pre-bid meeting was held on April 11, 2017. Addendum #2 was posted on April 27, 2017. Due to R2 Architectural Design & Consulting response time for addendum 1 & 2 the Bid due date has been pushed back to May 11, 2017.
- **Bennie J. Chavez Center Septic system:** The project was originally bid on October 3, 2016 however, the awarded contractor for this project was unable to get bonding which has significantly delayed the contract award. The determination to go out for a IFB was determined on January 9, 2017 by procurement. The project will advertise on February 5 and 6, 2017. Pre-bid meeting is scheduled for February 16, 2017. Bids are due March 10, 2017. This project fell under the DFA freeze of any capital project unencumbered as of January 23, 2017 though some design fees have been made from the PO written against the State appropriation. Project is on hold pending Legislative outcome.
- **Edgewood Senior Center ADA Upgrades:** Bids were received on April 6, 2017. Project was awarded to the lowest bid from AIC General Contractors in the amount of \$40,000.00 which includes Add Alt. #1. Purchasing Staff continues working on finalizing the contract and the project manager will schedule a pre-construction meeting as soon as P. O. is received.
- **Edgewood Fire Station #2 - Cedar Grove:** Bids were received on April 13, 2017. Vigil Contracting Services was the lowest bidder at \$26,100.00. Purchasing is currently working on finalizing the contract. Project manager will schedule a pre-construction meeting as soon as P. O. is received.
- **Jacona Collection Center -** Meeting with Jacona Land Grant and Staff was held on September 1, 2016 regarding the transfer of water rights to enable the drilling of water well. The Jacona Land Grant Association received an exploratory well permit (No consumptive use of water) and

are in the process of transferring water rights with the Office of the State Engineer which will complete the process for the consumptive use of water. Plans for moving this project forward are being discussed and coordinated to include a review of all options. Alternate sites for an area Fire Station are underway.

- **Women's Health Building:** Purchasing has determined to procure the Electrical and HVAC upgrades excluding the parking lot resurfacing as one project. Peak Power is the firm that produced the construction documents for the electrical meter equipment upgrade will coordinate with M & E Engineering for a quote to produce construction documents for the HVAC upgrades. Peak Power will become a subcontractor under M & E engineering. This coordination will allow combining the Electrical and HVAC upgrades as one solicitation. The parking lot resurfacing portion will be submitted to procurement for IFB as soon as the micro-surfacing specifications are reviewed and approved by the County Engineer.
- **Madrid Fire Station:** Pump Masters Septic Service has conducted an inspection of the existing septic system. Pump Masters is scheduled to submit an inspection report on May 4, 2017. Preliminary Boundary and Topographic Survey were received from Dawson surveys Inc. on April 27, 2017 for comments. The draft survey was reviewed and was returned to Dawson Survey's on May 2, 2017 to finalize.
- **Nancy Rodriguez Community Center:** Construction is proceeding on schedule on budget. Currently 34% complete. No outstanding issues outside of 2 upcoming items for Change Order #2 to rent a crane to lift the shade structure roof out of the yard by the fire station, for transport to the site and repair of side walk and curb at an existing light pole base. Both items previously identified.
- **Plan and Design Improvements at County Fairgrounds & Ag Extension Office:** The construction kickoff meeting was held May 3. Construction to commence May 15th after 10 mobilization. It was decided to continue work through the Fair to provide site security as workmen will be present to monitor entry into the site.
- **County Administrative Offices:** In advance of the CSF May 9th HDRC meeting there have been meetings with OSFA, Architectural Peer Review and presentation to the Chamber of Commerce to present the Schematic plans for review and comment. Archaeology will wrap up Phase II by the week of May 8th and will move to Phase III, West of the existing building. Sam Romero has been in contact with the archaeology staff to confirm dates to prepare the parking lot North of the Presbyterian church for re-use.
- **District Attorney (DA) Office Remodel:** The architect is progressing to construction documents for summer bidding and completion of construction.
- **PW Expansion Phase II:** Alan Baer Architects is finalizing the Design Development plans approximately by May 12, 2017. The plans will be distributed for review by County staff. If it is determined that we need a final DD meeting after the review we will schedule one. PJ's crew will excavate the oil/sand separator on Monday, May 8th to determine if it is sufficient to hold the weight of county vehicles or if it will need to be moved.
- **PW Admin. HVAC Upgrades:** the Agreement with TLC Heating and Plumbing is scheduled for review and approval by the BCC on May 9th.

Open Space & Trails Projects:

- **Santa Fe River Property Acquisition:** *Section B*– Tres Casas Offer Package has been approved, Tierra will present to the owners next week. *Section A* Mr. Krause is willing to close on parcel 11&11A easements, the closing is scheduled for May 16th. This will complete all necessary acquisitions for Section A.
- **Santa Fe River-Frenchy's to Siler Construction:** The RFP advertised last weekend, the pre-proposal conference is May 17th. Construction is scheduled to begin this July.
- **Santa Fe River-El Camino Real:** The engineer has filed the CLOMR application with FEMA and awaits their response. They have also begun the application for the 401/404 permit.
- **Arroyo Hondo Trail:** The County received notice of grant award from NMDOT for construction of Segment 4 on April 26, 2017. Staff met with Deputy County Manager on May 3, 2017 to brief him on the status of the ROW acquisition for Segment 4. Staff scheduled a meeting on May 11, 2017 to brief the County Attorney on the ROW acquisition and prepare to brief the Board of County Commissioners. Staff is reaching out to the homeowners associations in the project area to offer to meet with them to review the 60% plans and answer any question. Staff met with the La Entrada HOA Board on April 5, 2016, Rancho Viejo North HOA Board on April 18, 2017 and Oshara Village HOA on April 27, 2017. Staff plans to present the 60% design to COLTPAC on June 7, 2017. Staff plans to hold a public meeting on June 8, 2017.
- **Mt. Chal:** The Project Manager submitted a PRR on April 4, 2017 for a new contract with Tierra Right of Way Services because their contract expires April 28, 2017. The County requires the services of Tierra Right of Way Services complete the negotiations and close on the purchase of the property. The appraiser was in Santa Fe the week of March 13, 2017 to gather the data on market supply and demand to complete the appraisal. The appraisers conducted a site visit of the Cerrillos Gravel Products Property on March 14, 2017. The appraiser will submit the mineral appraisal in mid-May. The purchase agreement with the Glockhoff Trust was executed on March 9, 2017. The Project Manager met with the CMO and the County Attorney to discuss coordinating the acquisition of the Aitken and Glockhoff properties and the application to the Voluntary Remediation Program on March 2, 2017. The Project Manager submitted the revised purchase agreement with Brad Aitken to Purchasing for legal review on March 17, 2017.
- **Pojoaque Sports Fields:** The Landscape Architect submitted the revised plans for review on March 30, 2017. The design included parallel parking spaces along County Rd. 84/Oweenge Rd. The road is within the Pojoaque Pueblo Grant. Pojoaque Pueblo granted the County a temporary construction permit for the parallel parking spaces along County Rd. 84. However, long-term right of ingress/egress will require a right-of-way for the road. On April 27, 2017 the Deputy County Manager directed staff to remove the parallel parking from the Phase II construction plans until the road right of way issue is resolved. The Landscape Architect will revise the plans and resubmit next week.
- **Rio Quemado Watershed Restoration:** The Project Manager submitted a PPR on April 4, 2017 for a new contract with William J Miller Engineers because their contract expires April 28, 2017. The County just budgeted the remainder of the funding for construction of Phase II at the March 28, 2017 BCC Meeting. Santa Fe County requires William J Miller Engineers to provide Bidding and Negotiating Phase and Construction Phase engineering

services to complete the construction of Phase II. The Engineer submitted the construction documents for Phase II on February 2, 2017. Projects staff reviewed the plans. The budget resolution to budget the funding from the prior year close out of PO 162646 was approved at the March 28, 2017 BCC Meeting. As of April 6, 2017 the funds have not posted to the account. The FY 17 deadline for IFBs was March 31, 2017. The Project Manager will submit the PPR for an IFB for construction at the beginning of FY 18. The optimal period for construction is the late fall after the irrigation season, when the water flow in the river is low, and before freezing temperatures set in.

- **Thornton Ranch Open Space:** Staff is following up with the Tribal Governments to scheduling meetings with the County Commissioners and Tribal Representatives. The Project Manager is reviewing the CR Report.
- **Agua Fria Monument Sign:** The purchase agreement and easement for the monument was approved by the BCC at the May 2, 2017 Meeting. The Project Manager issued a Request for Quotes for two photo sign boards for the Agua Fria Gateway Monuments on March 31, 2017. Quotes were due April 14, 2017. Santa Fe County received one quote for to design, fabricate and install the photo boards for the monuments on April 14, 2017. The Project Manager submitted an IPR for a PO on April 19, 2017.
- **Santa Fe Rail Trail Segment 4:** Work on the project was completed January 12, 2017. NMDOT conducted the final audit and walkthrough of the project on March 15, 2017. The final over and under change order was approved on March 21, 2017. The County issued the final payment to the contractor on April 3, 2017. The Project Manager is working with NMDOT to close out the project.
- **Santa Fe Rail Trail Segment 5:** The Project Manager submitted a PPR with a Sole Source Request for a new contract with Loris and Associates to update the final design per current NMDOT requirements and provide construction phase services for Segment 5 on February 21, 2017. Purchasing posted the Sole Source Determination for a new contract with Loris and Associates on March 6, 2017. The Project Manager gave Blue Earth Ecological Consultants notice to proceed on March 8, 2017. Blue Earth Ecological Consultants submitted the Biological Technical Memo and CE checklist on April 27, 2017.
- **Santa Fe Rail Trail Segment 6:** The BCC approved a Resolution granting the County Manager authority to execute the documents at the October 25, 2016 Meeting. One of the three easements was executed on December 1, 2016. Terry is working with the other two landowners to complete the easements. The Project Manager met with Commonweal Conservancy on January 26, 2017 to review the trail alignment. Staff agreed to develop a conceptual plan for the terminus of Segment 6 so that Commonweal has a better idea of the overall plan for the trail before signing the easement. Staff recommends acquisition of a 12.5 acre parcel at the junction of NM 285 and the Santa Fe Southern Railway for a trailhead. Staff will prepare an acquisition package for County Manger and BCC approval. Terry Lease hired an appraiser to prepare an appraisal of the NM 285 TH property. The appraiser submitted the appraisal on March 27, 2017. Terry Lease presented a preliminary purchase letter to Commonweal Conservancy for the NM 285 TH property April 4, 2017. Santa Fe Ranchland Associates are in the process of selling the property on. The prospective purchaser is willing to grant the trail easement. Staff is waiting for resolution of the purchase to complete the easement.

- **El Camino Real Retracement Trail FLAP project:** The Engineer completed the 95% plans on May 1, 2017. CFLHD is reviewing the plans. CFLHD plans to bid the project in late May or June. BLM issued its Finding of No Significant Impact and Decision Record on March 31, 2017.

ACTION REQUESTED:

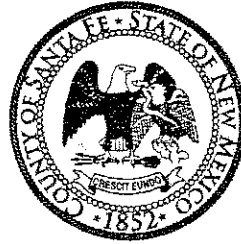
None; for information only.



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Katherine Miller
County Manager

MEMORANDUM

To: Board of County Commissioners

From: Bernadette Salazar, Human Resources Director

Via: Katherine Miller, County Manager

Date: May 10, 2017

Re: HR Monthly Report for April 2017

Topic:

The HR Division provides the Santa Fe County Board of County Commission with a monthly report regarding highlighted HR information and events. The purpose of this memo is to provide you with information for the month of April.

Training and Employee Development

Throughout the month of April, Human Resources conducted 20 training sessions. Three hundred and sixteen (316) employees attended these training sessions. Human Resources processed six (6) NM EDGE Program reimbursement requests.

Human Resources also hosted "National Bring Your Child to Work Day" on April 27, 2017. Fourteen (14) children were in attendance for this event and met with RECC to learn about emergency calls and the importance of knowing when to call, then met with County Manager Katherine Miller to learn about working for Santa Fe County and all the services provided by Santa Fe County. Next the children met with the Sheriff Office to learn about law enforcement. The deputies allowed the children to sit in the cars and also to try on SWAT vests. The next stop was the Clerk's Office. The children were educated on the voting process and were able to conduct a mock vote utilizing the voting machines. Then DWI performed a puppet show about the negative effects of alcohol on the human body. The children were then taken outside where they watched Public Works personnel perform amazing tricks with a backhoe such as moving balls and orange cones. The final stop was the Fire Safety presentation. The Fire Marshal explained to them the importance of having an evacuation plan. After their speech, a firefighter demonstrated putting on his bunker gear and explained to the children why they should not hide from him or other firefighters if their home is on fire. This was a great opportunity to help the children experience the vital public services provided by the County!

Employee Benefits and Wellness

Human Resources is working in conjunction with Public Works to add sustainability to the upcoming Manager's Commit to Be Fit Challenge. The challenge will now include extra points when the community

service activity dovetails with County programs or projects. The challenge will also include a recycling component. Employees will be rewarded for starting a recycling initiative at work or home, recycling at work and at home and submitting ideas on how the County can lead by example in this initiative.

Promotions and Recruitment

During the month of April, testing was conducted for Sheriff Deputy Cadets, Adult Facility Sergeant, Adult Facility Corporal, Detention Officers and Emergency Communication Specialist Trainees. Nine (9) applicants participated in the testing and five (5) applicants interviewed for the position of Sheriff Deputy Cadet. Two (2) applicants participated in the testing and one (1) applicant was interviewed for the position of Adult Facility Sergeant. Ten (10) applicants participated in the testing and one (1) applicant was interviewed for the position of Adult Facility Corporal. Four (4) applicants participated in the testing and all four (4) applicants interviewed and were selected for the position of Detention Officer. Five (5) applicants participated in the testing process.

The County had ten (11) promotions during the month of April. In the Sheriff's Office, four (4) employees advanced to a higher position. Michael Delgado began working for Santa Fe County on September 22, 2003 and progressed from a Sheriff Sergeant to a Sheriff Lieutenant. Julie York began working for Santa Fe County on May 21, 2001 and progressed from a Sheriff Corporal to a Sheriff Sergeant. Joel Wakefield began working for Santa Fe County on March 21, 2016 and progressed from Sheriff Deputy II to Sheriff Deputy III. Cody Maycumber began working for Santa Fe County on March 21, 2016 and progressed from Sheriff Deputy Cadet to Sheriff Deputy I.

In Public Works, three (3) employees advanced to a higher position. Larry Gonzales began working for Santa Fe County on June 6, 2002 and progressed from a Heavy Equipment Operator to a Heavy Equipment Operator Lead. Marcial Rodriguez began working for Santa Fe County on March 20, 2006 and progressed from a Heavy Equipment Operator to a Heavy Equipment Operator Lead. Cassandra Romero began working for Santa Fe County on January 10, 2016 and progressed from a Clerical Assistant to a Secretary Senior.

In Growth Management, three (3) employees advanced to a higher position. Erika Garcia began working for Santa Fe County on February 4, 2013 and progressed from an Administrative Assistant to a Development Review Specialist. Nathan Manzanares began working for Santa Fe County on August 25, 2014 and progressed from a Development Review Specialist to a Development Review Specialist Senior. Jerome Roybal began working for Santa Fe County on August 12, 2013 and progressed from an Assessment Specialist II to a Development Review Specialist.

In Corrections, one (1) employee advanced to a higher position. Bernerd Atencio began working for Santa Fe County on May 16, 2016 and progressed from a Custodian to a Maintenance Technician. We congratulate all of these employees and thank them for their hard work!

Human Resources also attended the 2017 Business Expo and Job Fair. This job fair was sponsored by the Santa Fe Chamber of Commerce and held on April 20, 2017 at the Santa Fe Convention Center. Over 100 businesses participated. This was an invaluable resource for the County to build connections with other businesses and work with participants to provide them with information regarding employment with Santa Fe County.

Attached are the HR Statistics Report and the Labor Statistics Reports for March 2017 and the Years of Service Report for April 2017. If you have any questions, I can be contacted at 992-9886. Thank you.

Human Resources Statistics Report

April 2017

Department/Office	Division	Regular Employees	Part Time	Full Time	Elected Officials	Temps	Vacancies	Total Positions	
County Manager's Office	01-COUNTY MANAGER ADMINIS.	7		7				7	
	02-COMMISSION	5		5	5			5	
	15-HUMAN RESOURCES	9		9			3	12	
	21-FINANCE	23		23			3	26	
	22-PUBLIC INFORMATION OFFICE	1		1				1	
	23-SANTA FE FILM OFFICE	2		2				2	
CMD total		47		47	5		6	53	
Legal Office	01-LEGAL ADMINISTRATION	8		8			1	9	
Legal Office Total		8		8			1	9	
Administrative Services Department	00-ADMINISTRATION	2		2			1	3	
	02-INFORMATION TECHNOLOGY	18		18				18	
	12-PURCHASING	6		6			1	7	
	16-MAIL ROOM	1		1				1	
	17-RISK MANAGEMENT	3		3				3	
ASD Total		30		30			2	32	
Community Services Department	04-DWI LOCAL	4		4				4	
	06-DWI SCREENING	1		1				1	
	09-DWI TEEN COURT	3		3				3	
	20-INDIGENT HOSPITAL FUND	3		3				3	
	21-EMS-HEALTH CARE	3		3				3	
	74-MOBILE HEALTH FAIR VAN	3	1	2			2	5	
	84-DWI COMPLIANCE MONITORING	2		2				2	
	89-SENIOR PROGRAMS - ADMIN.	10		10			2	12	
	90-SR SVCS-CONGREGATE MEALS	7		7		1		7	
	92-SR SVCS - HOME DELIVERED	8		8				8	
	93-SR SVCS - TRANSPORTATION	2		2				2	
	94-DWI COMPLIANCE EXPAN.-TSB	1		1				1	
	01-ADMINISTRATION	4		4				4	
	01-POJOAQUE SATELLITE OFFICE						1		
	02-EDGEWOOD SATELLITE OFFICE						1		
	CSD Total		51	1	50		3	4	55
	Growth Management Department	01-LAND USE ADMINISTRATION	3		3			1	4
02-PLANNING		8		8				8	
14-GIS		9		9				9	
15-AFFORDABLE HOUSING-COUNTY		1		1				1	
16-BUILDING & DEVELOPMENT		15		15			0	15	
17-ECONOMIC DEVELOPMENT		1		1				1	
GMD Total		37		37			1	38	
Housing Department	30-ADMINISTRATION	10		10			2	12	
	49-HOUSING SECTION 8 VOUCHER	2		2				2	
	84-HOUSING CFP - 2014	1		1				1	
Housing Department Total		13		13			2	15	
Public Safety Department	01-FIRE ADMINISTRATION	30		30			2	32	
	11-FIRE REGIONS	68		68			8	76	
	15-WILDLAND PROGRAM	3		3		4		3	
	84-2017 YCC GRANT					8			
	01-CORRECTIONS ADMINISTRATION	6		6				6	
	60-ADULT FACILITY	123		123			32	155	

Human Resources Statistics Report

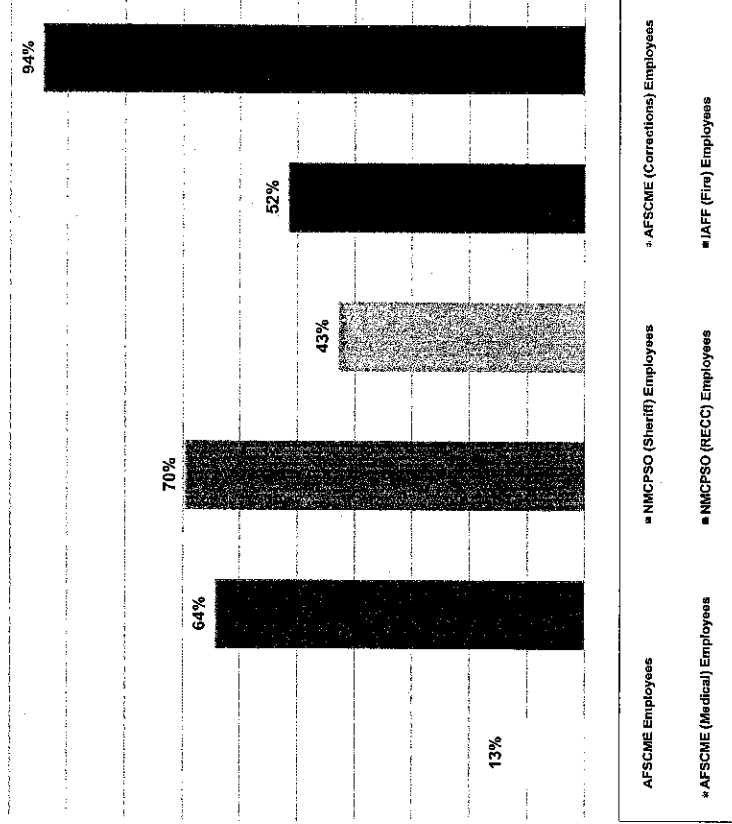
April 2017

	62-MAINTENANCE DIVISION	6		6			1	7
	63-MEDICAL SERVICES	20		20			12	32
	65-ELECTRONIC MONITORING	9		9			1	10
	70-YOUTH DEVELOPMENT FAC.	22		22			6	28
	01-RECC	40		40			7	47
PSD Total		327		327		12	69	396
Public Works Department	01-PUBLIC WORKS ADMIN.	13		13				13
	02-FLEET SERVICE	9		9			1	10
	03-TRAFFIC ENGINEERING	6		6			1	7
	05-SOLID WASTE	21	1	20			1	22
	11-ROAD MAINTENANCE	33		33			8	41
	02-PROPERTY CONTROL	12		12			2	14
	03-BUILDING SERVICES	15	1	14			3	18
	18-PROJECT DEVELOPMENT DIV	9		9			1	10
	26-OPEN SPACE	5		5				5
	10-WATER	14		14			5	19
	15-AAMODT	1		1				1
	20-WASTEWATER	1		1				1
	51-OFFICE OF SUSTAINABILITY	2		2			1	3
	08-SANTA FE RIVER GREENWAY	1		1				1
PWD total		142	2	140			23	165
County Clerk's Office	01-REPORTING & RECORDING	15		15	1		6	21
	02-BUREAU OF ELECTIONS	10		10			3	13
County Clerk's Office Total		25		25	1		9	34
County Treasurer's Office	01-COUNTY TREASURER ADMIN.	13		13	1		1	14
County Treasurer's Office Total		13		13	1		1	14
County Assessor's Office	01-COUNTY ASSESSOR ADMIN.	27		27	1		2	29
	11-PROPERTY VALUATION	12		12			1	13
County Assessor's Office Total		39		39	1		3	42
Sheriff's Office	01-ADMIN/ANIMAL CNTRL/ENFORC	118		118	1		2	120
	04-REG.III DRUG ENF GRANT-A	1		1				1
	06-REG III-HIDTA GRANT	1		1				1
	33-DWI SEIZURE GRANT	1		1				1
Sheriff's Office Total		121		121	1		2	123
County Probate Judge	01-COUNTY PROBATE JUDGE				1			
County Probate Judge Total					1			
TOTAL		853	3	850	9	15	123	976

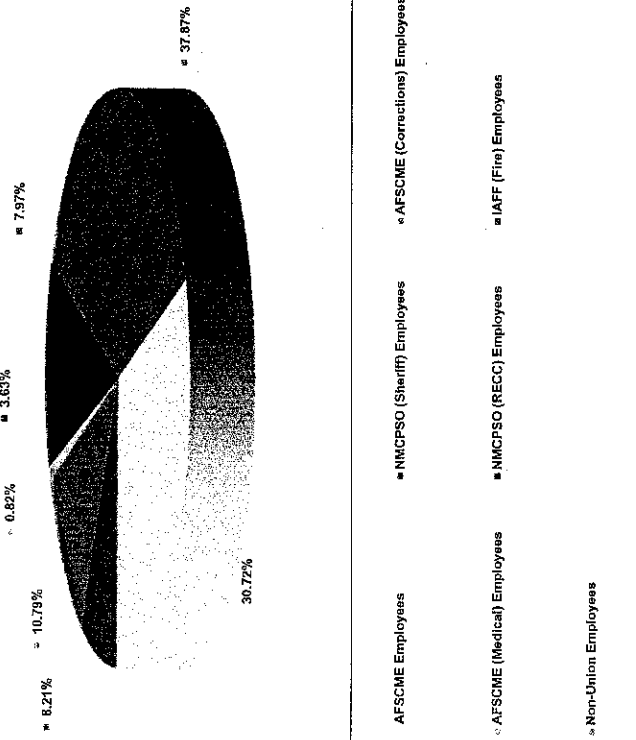
LABOR STATISTICS FOR APRIL 2017

Number of Employees		Percentage of Union Status		Number of Paying Dues Members		Percentage of Paying Dues Members	
AFSCME Employees	262	AFSCME Employees	30.72%	AFSCME Employees	33	AFSCME Employees	13%
NMCPFSO (Sheriff) Employees		NMCPFSO (Sheriff) Employees		NMCPFSO (Sheriff) Employees		NMCPFSO (Sheriff) Employees	
AFSCME (Corrections) Employees		AFSCME (Corrections) Employees		AFSCME (Corrections) Employees		AFSCME (Corrections) Employees	
AFSCME (Medical) Employees	7	AFSCME (Medical) Employees	0.82%	AFSCME (Medical) Employees	3	AFSCME (Medical) Employees	43%
NMCPFSO (RECC) Employees		NMCPFSO (RECC) Employees		NMCPFSO (RECC) Employees		NMCPFSO (RECC) Employees	
IAFF (Fire) Employees		IAFF (Fire) Employees		IAFF (Fire) Employees		IAFF (Fire) Employees	
Total Number of Union Employees	530	Total Percentage of Union Employees	62.13%	Total Number of Employees Paying Dues	225		
Non-Union Employees		Non-Union Employees					
Total Number of Employees	853						

Number Paying Dues Members



Number of Employees



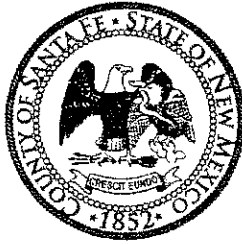
■ AFSCME Employees
 ■ NMCPFSO (Sheriff) Employees
 ■ AFSCME (Corrections) Employees
 ■ AFSCME (Medical) Employees
 ■ NMCPFSO (RECC) Employees
 ■ IAFF (Fire) Employees
 ■ Non-Union Employees



1. Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

To: Santa Fe County Board of County Commissioners

From: Bernadette Salazar, Human Resources Director *BS*

Via: Katherine Miller, County Manager

Date: May 10, 2017

Re: Recognition of Years of Service for Santa Fe County Employees for May 2017

Santa Fe County initiated a years of service recognition program in July of 2014. This program recognizes employees on a monthly basis who have completed years of service in five year increments. Santa Fe County recognizes the value of employee retention. It is important that we express our appreciation to those employees who contribute to the County and choose to make their career with us. Employees receive a service pen with the years of service listed.

For the month of May 2017, the following employees will be recognized:

Employee Name	Department/Office	Title	Years of Service	Hire Date
Myles Martinez	PSD / Corrections	Adult Detention Officer Sergeant	5	05/07/2012
Breanna Aguilar	PSD / RECC	Emergency Communications Specialist III	5	05/14/2012
Kenny Rodriguez	PWD / Roads	Heavy Equipment Operator	5	05/29/2012
Gustavo Ramirez	PSD / Corrections	Detention Officer	10	05/07/2007
Theresa Atencio	Clerk's Office	Elections Administration Supervisor	10	05/14/2007
Melissa Martinez	CMO / Finance	Accountant Sr.	10	05/21/2007
Leonard Vigil	Assessor's Office	Appraiser Sr.	15	05/14/2002

Santa Fe County New Hires April 1, 2017-April 30, 2017

LAST NAME	FIRST NAME	DEPARTMENT/ ELECTED OFFICE	TITLE	HIRE DATE
INGRASSIA	DAVID	County Clerk's Office	ELECTION ADMIN SPECIALIST	4/29/2017
CAPENER	GINA	CSD-Administration	ADMINISTRATIVE MANAGER	4/1/2017
SALGADO-ROMERO	LISA	PSD-Corrections	CASE MANAGER EM/BAIL BONDS	4/15/2017
BAILEY	CARLTON	PSD-Corrections	DETENTION OFFICER	4/15/2017
BEGODY	BOLDEN	PSD-Corrections	DETENTION OFFICER	4/1/2017
GONZALES	DESIREE	PSD-Corrections	DETENTION OFFICER	4/15/2017
JOHNSON	JASBERT	PSD-Corrections	DETENTION OFFICER	4/1/2017
LOPEZ	ORLANDO	PSD-Corrections	DETENTION OFFICER	4/1/2017
VELAZQUEZ	ALEJANDRO	PSD-Corrections	DETENTION OFFICER	4/15/2017
THOMAS	TIFFANY	PSD-Corrections	LIFE SKILLS WORKER I	4/15/2017
GUTIERREZ	JOHNNY	PSD-Corrections	MAINTENANCE TECHNICIAN	4/15/2017
OTERO	DOMINIC	PSD-Fire	FIRE PROTECTION SPEC. I	4/15/2017
GARCIA	BOBBY	PSD-Fire	FORESTRY TECH LEAD WC	4/15/2017
ANDERSON	ERIC	PSD-Fire	FORESTRY TECH WC	4/15/2017
MARQUEZ-GUERRA	EDI	PSD-Fire	FORESTRY TECH WC	4/15/2017
SANDOVAL	ERIK	PSD-Fire	FORESTRY TECH WC	4/15/2017
MORRIS	SHANE	PWD-Facilities Maintenance	MAINTENANCE TECHNICIAN	4/1/2017
MARTINEZ	STEVEN	PWD-Roads	EQUIPMENT OPERATOR	4/1/2017
MARTINEZ	LLOYD	PWD-Roads	HEAVY EQUIPMENT OPERATOR	4/1/2017
VARGAS	ANDREW	PWD-Roads	HEAVY EQUIPMENT OPERATOR	4/15/2017
WHITE	CHRISTOPHER	PWD-Sustainability	SUSTAINABILITY SPECIALIST	4/15/2017
GONZALES	SARIAH	RECC	EMERGENCY COMM SPEC TRAINEE	4/1/2017
MIRANDA	ADRIAN	Sheriff's Office	SHERIFF DEPUTY CADET	4/15/2017
PODOLAK	CHRISTOPHER	Sheriff's Office	SHERIFF DEPUTY CADET	4/15/2017
PUENTES	JOSE	Sheriff's Office	SHERIFF DEPUTY CADET	4/15/2017
RODRIGUEZ	VICTOR	Sheriff's Office	SHERIFF DEPUTY CADET	4/15/2017
TRUJILLO	JARROD	Sheriff's Office	SHERIFF'S OFFICE COMPUTER SPEC	4/22/2017

