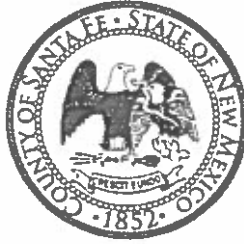


**Henry P. Roybal**  
*Commissioner, District 1*

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*Commissioner, District 2*

**Robert A. Anaya**  
*Commissioner, District 3*



**Kathy Holian**  
*Commissioner, District 4*

**Liz Stefanics**  
*Commissioner, District 5*

**Katherine Miller**  
*County Manager*

**Date:** May 11, 2016  
**To:** Board of County Commissioners  
**From:** Penny Ellis-Green, Growth Management Director *PEG*  
**Via:** Katherine Miller, County Manager  
**Re:** Growth Management Monthly Report April 2016

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This report is a summary of projects for Growth Management with statistics from April 2016. Growth Management consists of 4 divisions; Planning, Economic Development, GIS and Building and Development Services.

### **Planning Division**

#### **Affordable Housing**

Staff participated in Veteran's Housing Forum at Santa Fe Community College where staff handed out flyers that explained all of the County's affordable housing programs. There was interest and participants took contact information to be able to be able to set up appointments to discuss their particular situations.

A payment in the amount of \$56,400 was received to pay off lien from an original purchaser for an affordable housing unit in Rancho Viejo, this payment goes back into the affordable housing fund.

A home was sold under the affordable Housing Program to an income Range 1 buyer in Rancho Viejo.

#### **Open Space**

In April, the final series of public meetings for Open Space Management Plans were conducted for the Los Potreritos, San Pedro and La Cieneguilla Open Space properties. These meetings provided the public an opportunity to review concepts from the draft plans. The plans are scheduled to be presented to the BCC at the end of June.

The first public meetings for the Madrid Open Space Management Plan was held in April. Meetings for Lamy and Ortiz will be held in May.

102 Grant Avenue • P.O. Box 276 • Santa Fe, New Mexico 87504-0276 • 505-986-6200 • FAX:  
505-995-2740 [www.santafecountynm.gov](http://www.santafecountynm.gov)

### **Food Policy Council**

Planning staff attended the Food Policy Council (FPC) Land Use Subcommittee meeting on April 6, 2016. Staff presented an update regarding progress being made on the TDR Program and the Agriculture Revitalization Initiative. Update included information on the Agriculture Revitalization outreach meetings that have been planned for the end of the month.

### **Transportation**

Staff attended the Technical Committee meeting on April 25, 2016 and the Policy Board meeting on April 27, 2016. Key items discussed included the draft MPO Unified Planning Work Program for FY 2016-2018 which was presented and approved. The local match for the Federal planning funds has been estimated and is split proportionately between the City and the County based on population in the MPO: 30 % County, 70 % City. The County's portion is \$17,999.10 for FY 2016-17, and \$ 16,237.50 for FY 2017-18. It was requested that NMDOT give a presentation to the BCC on the status of the NE/SE Connector project.

### **NCRTD Update:**

Staff attended the NCRTD Board of Directors Meeting on April 8, 2016. Board discussion and action included the following items:

- The NCRTD elected officers for 2017-2019. Mayor Daniel Barone (Town of Taos) continues as Board Chair, Commissioner Miguel Chavez (Santa Fe County) continues as Vice Chair, and Tim Salazar (City of Espanola) continues as Secretary/Treasurer.
- The NCRTD directed staff to continue arrangements for the operation of the Mountain Trail (Santa Fe Ski Basin) pilot route in FY2017. Operations started Sept. 26, 2015 and ran to Apr. 3, 2016. They will resume from July 1, 2016, to Aug. 30, 2016, which is the extent of the FY 2016 funding.
- In addition to fare box revenues, public and private sponsorship commitments in FY 2016 included: Santa Fe County, NCRTD, Santa Fe Ski Basin, Rio Metro Regional Transit District, and the City of Santa Fe. The NCRTD is requesting these agencies approve the same funding amounts again for FY 2017 (\$25,172 for Santa Fe County) which will fund the Mountain Trail route operations from Sept. 1 2016, to Aug. 30, 2017. At that time NCRTD will evaluate the route for continuation of service or service changes.

The NCRTD has requested to provide a presentation to the BCC regarding aspects of the recently adopted NCRTD Long Range Strategic Plan relevant to Santa Fe County and options that could be considered on how to meet objectives outlined in the plan. It was requested that this presentation be scheduled for the same meeting when the BCC reviews the Santa Fe County Transit Plan.

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

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

Four additional community groups have submitted applications to become a Registered Organization with the County. Staff continues to meet with community groups and providing start-up assistance with additional communities.

### **Community Planning**

Staff conducted a community meeting in San Marcos related to the movie ranch use in the Community District.

### **Agriculture Revitalization Initiative**

Agricultural Revitalization Meetings were initiated in April. Meetings were held at the Pojoaque Satellite Office, La Cienega Community Center and Stanley Community Center. The following areas of focus were discussed with the communities: County Agriculture policies; Transfer of Development Rights Program; Connecting landowners with farmers and ranchers seeking land through NM Landlink Program; Agricultural resources inventory; and supporting the local food economy.

### **Economic Development Division**

Estancia Valley Economic Development Association (EVEDA) held its annual meeting in Edgewood on April 5, and Lt. Governor Sanchez gave the keynote speech. No actions taken.

Northern Rio Grande National Heritage Area (NRGNHA) Board of Directors met on April 9 and took action on various marketing and communications items. The next meeting is June 11, 2016.

REDI Net (fiber optic broadband) Board of Directors met 4 times in April. An MOA with Rio Arriba County for fiscal agency services has been approved, and proposals from the recent RFP for General Management services are being collected.

Santa Fe County played host to a SFUAD student film production scene, shot at the Youth Detention Facility on April 10, 2016.

The BCC adopted the Caja Del Rio LEDA Ordinance; the project proposes to create 170 jobs by 2021 with a payroll of \$8.8 million and average salary of \$52,000.

The online Interactive County Trails Map went live on the County tourism and government websites, as well as on social media. There has been a positive response from the public.

### **North Central NM Economic Development District (NCNMEDD)**

NCNMEDD cancelled its Board meeting in March for lack of a quorum. The next meeting is May 13, 2016.

### **Building and Development Services Division**

#### **Permits and Development Review**

The following statistics are provided for permits and approvals issued in April 2016:

	April 2016
New Residential Permits - Stick Built Homes	20
New Residential Permits - Manufactured Homes	10

Commercial Building Permits	3
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	3 Lots
Exemptions	2 Lots
Commercial Business Licenses	1
Home Occupations No Impact	1
Home Occupations Low Impact	2
Film Permits	1

### **Code Enforcement**

The following statistics are provided for code enforcement actions in April 2016:

	April 2016
Number of Initial Notices of Violation Issued	15
Number of Final Notices of Violation Issued	4
Number of Notices of Violation resolved without court action	9

### **GIS Division**

#### **E911 Addressing**

In April staff inspected 1,214 addresses and replaced 466 rural addressing signs.

GIS staff completed a successful setup & migration of the GIS Data Library to an expanded central data Storage.





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

**Miguel M. Chavez**  
*Commissioner, District 2*

**Robert A. Anaya**  
*Commissioner, District 3*



**Pablo Sedillo, III**  
*Public Safety Director*

**Kathy Holian**  
*Commissioner, District 4*

**Liz Stefanics**  
*Commissioner, District 5*

**Katherine Miller**  
*County Manager*

**To:** Santa Fe County Board of County Commissioners  
**From:** Pablo Sedillo, III  
Public Safety Department Director  
**Via:** Katherine Miller  
County Manager  
**Date:** May 31, 2016  
**Re:** SFC Public Safety Department Monthly Report for April 2016

The purpose of this memo is to provide you information relative to the SFC Public Safety Department for the month of April 2016.

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

### **Administration/Security**

- The Santa Fe County Adult Detention Facility had 780 intakes and 746 releases for the month of April.
- Continue to expand our efforts to reduce the introduction of contraband in the facility.
- Annual In-Service Training was conducted for Corrections Staff.

### **Compliance/COI/New Hires/Staffing**

- Compliance and COI continue to work on the NMAC reaccreditation, reviewing files. NMAC three year reaccreditation will be conducted this year, sometime around September 2, 2016; therefore all files will need to be in compliance by the end of July, no later than the first week of August.
- Vacancy Rate for Detention Officers was 29% during the month of April 2016.

### **Maintenance**

- The Server Room Capital Project was completed.
- Annual Service for Boiler was complete.

## **Electronic Monitoring Program**

- Providing services to 390 clients.
- There were 81 successful releases for April.
- Clients Financial Obligation – Paying - 24%, Waived - 0%, Unemployed - 74%, Out of County - 2%.

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

### **Special Activities**

- Filming conducted on April 17, 2016, at Santa Fe County Youth Development Program for a production called "Up the River." The film is a redemption piece about two sisters reconciling over past complications. Lia Gotz and her crew members are film students from the Santa Fe University of Art & Design

### **Inspections/Audits**

- State Fire Marshall and Santa Fe County Fire Marshall conducted inspection of the new server room. 30 Day occupancy has been granted. State Fire Marshall has mandated that the Fire Panel is to be replaced so that the fire system in the server room will tie into the main system.

### **Day Reporting**

- Day Reporting Program resumed operations on August 31, 2015. There have been a total of seven referrals since start of program.
- Santa Fe Public Schools to date has not provided Teacher for the Day Reporting Program.

#### **May 2016**

<b>Intakes</b>	<b>24</b>
<b>Releases</b>	<b>27</b>
<b>Male Intakes</b>	<b>16</b>
<b>Female Intakes</b>	<b>8</b>
<b>Average Daily Population</b>	<b>14</b>

## **FIRE DEPARTMENT**

- Total Emergency Responses – 395
- EMS – 317
- Fire and other related calls – 78 (12 fires)

### **Operations and Administration**

- Career Fire Academy continues for ten cadets. IFSAC Firefighter I and II certification testing completed successfully. Graduation scheduled for May 6<sup>th</sup> and assignment to field shifts begins May 14<sup>th</sup>.
- SFCC Paramedic class also proceeding well. Our two paramedic students are in clinical rotations with Santa Fe City Fire Department. Graduation from the program scheduled for June 27<sup>th</sup>. Testing for the next Paramedic training program completed. Program will start at SFCC in August.
- Ambulance billing revenue \$67,054 for the month. Annualized revenue in line to exceed budget for the FY.
- ISO inspection completed for Chimayo Fire District. Results can be expected this summer.
- La Puebla ISO improved from a 6 to a 4 which could mean significant savings in fire insurance costs for District residences and businesses.
- Contract negotiations with Fire Union on-going. Current contract has expired.
- Hazard Mitigation Plan work continues. Review copy of the plan to be available in the near future.



- Took delivery of a new pickup for Emergency Manager Vigil. New ambulance (Medic 50) delivered for Northern Region/Pojoaque District.
- Smart phones delivered to nine District Chiefs to improve their access and response capabilities.
- EMS grant fund spend down for Districts.
- Continued work on completing the purchasing requirements for nine District grants for equipment and apparatus.
- Fleet responded to two structure fires to provide breathing air support.
- Sixty-six repair orders processed by Fleet Section.
- Fabrication work underway to complete new breathing air delivery vehicles and cascade systems.

#### **Fire Prevention and Wildland**

- Business registrations – 9
- Development Reviews – 24
- Burn Permits – 17
- School and business inspections – 8
- Pre-school/School fire and injury prevention presentations/Health Fair – 15
- Two wildland training sessions conducted for 10 firefighters
  - Volunteer Recruitment and Retention
- New member applications recruited and approved – 4 (YTD 26).
- Extensive work directing the 2016 career cadet academy; currently serving as Officer in charge.
- Selected as one of ten departments nationwide to participate in the IAFC Volunteer Workforce Solutions Program.

#### **Emergency Management**

- Standing meeting Pojoaque School District Emergency Management Team.
- Attended the Rio Arriba County/SFC meeting after action report on the Chimayo Pilgrimage.
- Participated in the 2016 WIPPTREX planning team meeting for Santa Fe County.
- Exercise evaluator for a two day NMDOH Strategic National Stockpile full scale exercise.
- Attended NMSU Annual Food Protection Alliance Conference.
- Attended Santa Fe Community Organizations Active in Disasters meeting and planning exercise.
- Facilitated Technical Rescue Team training throughout the month.
- Participated in the Enterprise Pipeline Table Top Exercise in Edgewood. Multiple jurisdictions involved.
- Conducted Point of Wounding Care class for the Pojoaque School District.
- Maintain operational readiness of Fire Department/Emergency Management equipment and apparatus.
- Attended the two day Annual Family Assistance Foundation Conference.
- Significant activity with WIPP Grant spend down in accordance with plan.

## RECC

- Operations

- Total Telephone Calls Handled (incoming and outgoing)
  - April – 31,896
- Total calls Received via 911
  - April – 6,582
- County calls requiring response agency dispatch
  - April – 6,330
- City calls requiring response agency dispatch
  - April – 13,633
- Town of Edgewood calls requiring response agency dispatch
  - April - 526

- Staffing

- Vacancies
  - 7 Trainee positions

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





Henry P. Roybal  
Commissioner, District 1

Miguel M. Chavez  
Commissioner, District 2

Robert A. Anaya  
Commissioner, District 3



Kathy Holian  
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Liz Stefanics  
Commissioner, District 5

Katherine Miller  
County Manager

## MEMORANDUM

**DATE:** May 6, 2016

**TO:** Board of County Commissioners

**VIA:** Katherine Miller, County Manager

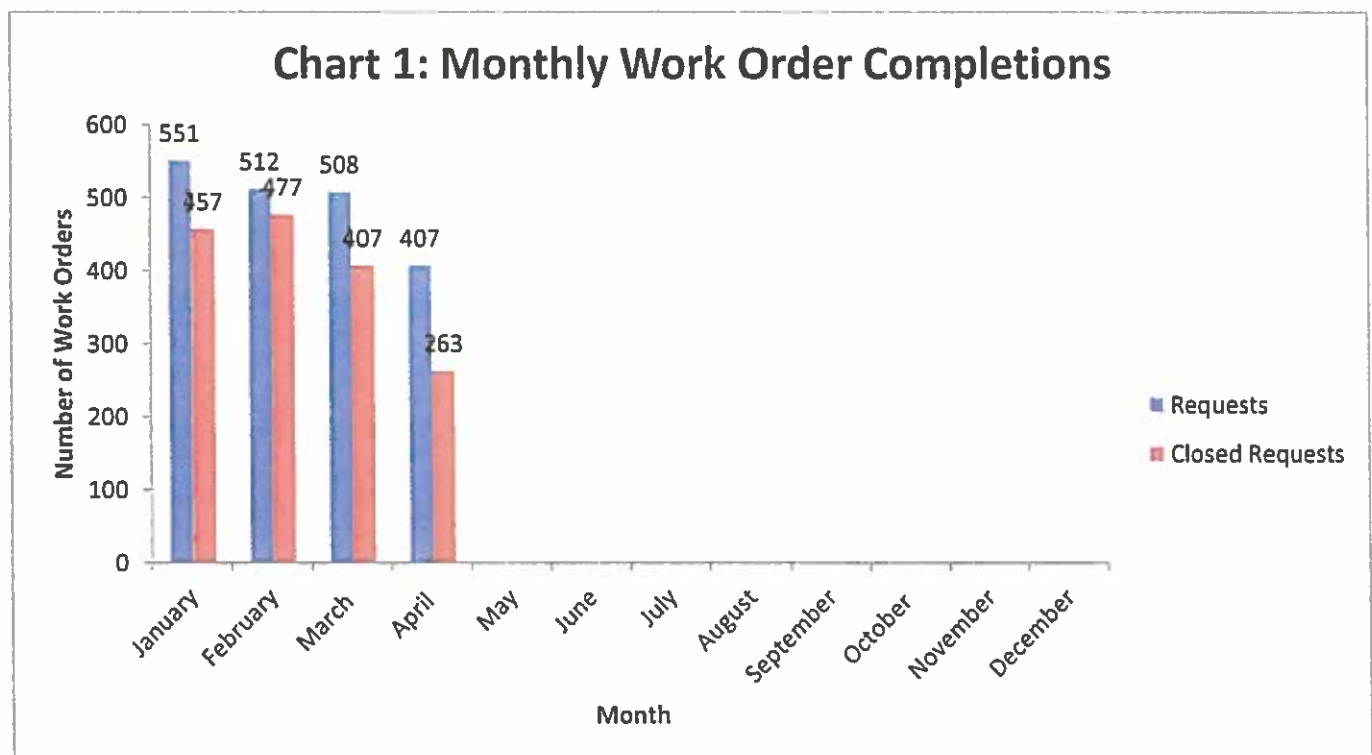
**FROM:** Michael Kelley, Public Works Department Director

**ITEM AND ISSUE:** BCC Meeting May 31, 2016  
Public Works Monthly Report for April 2016

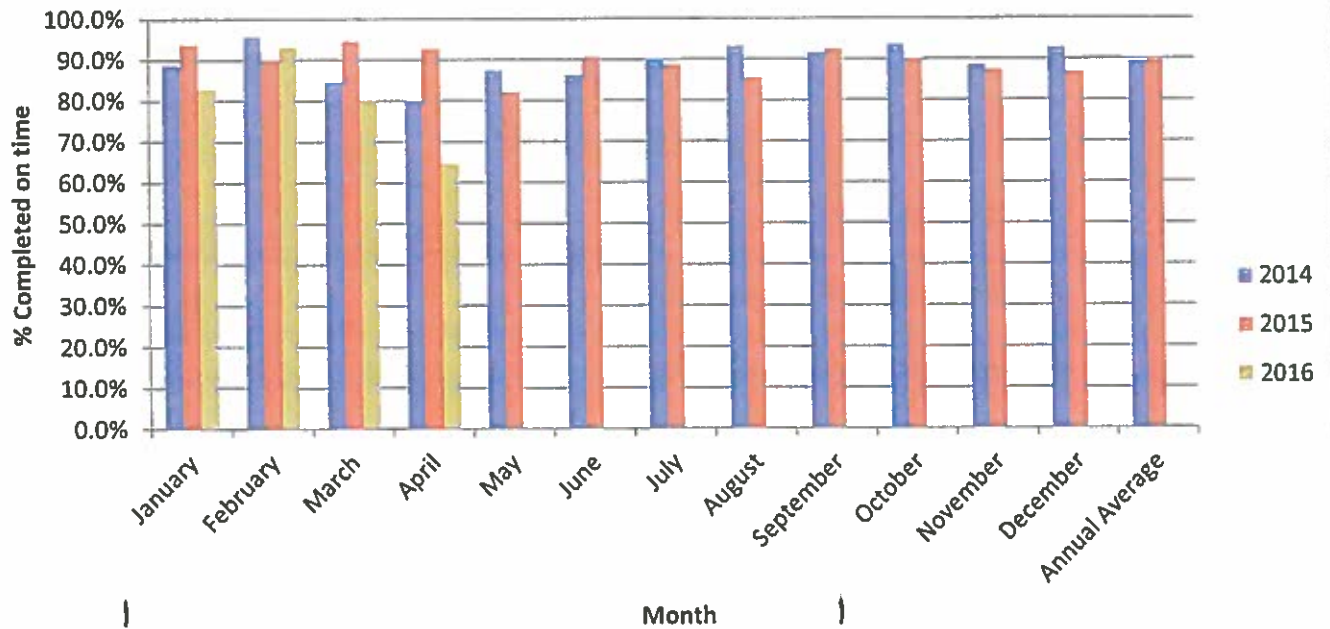
### DISCUSSION

#### 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.

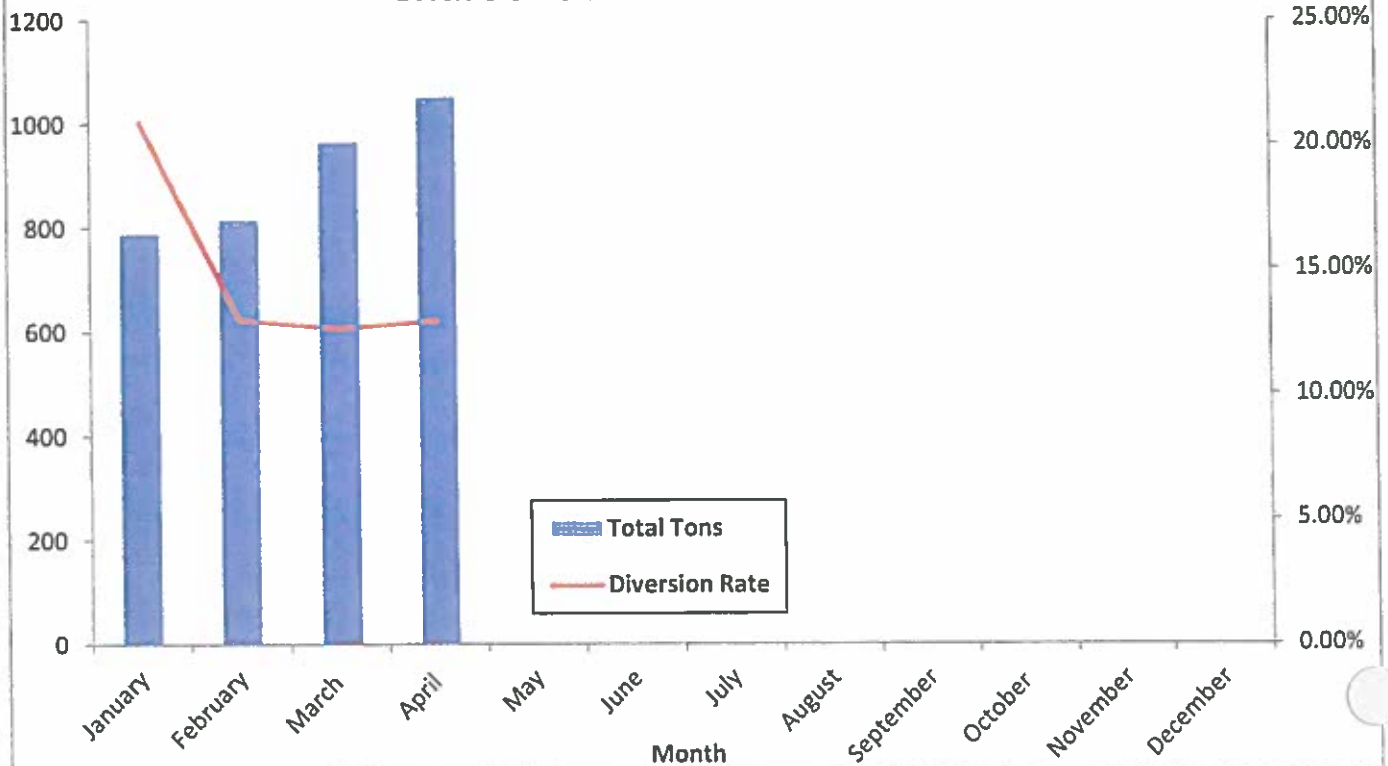


### Chart 2: Year-to-year Work Order Completion Rates



**Solid Waste:** The County average diversion rate was 14.45% in 2015. The month of April diversion rate was 12.94%, bringing the year-to-date average to 14.87%. See chart below.

### Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	Apr 16	CY16
1-trip	15	73
6-trip	35	136
6-trip/senior	24	54
6-trip/low income	0	5
6-trip/veteran	2	11
12-trip	157	635
12-trip/senior	135	470
12-trip/low income	3	8
12-trip/veteran	17	77
Bag tags	54	240

**Utilities:**

- **Santa Fe County Utilities continues to deliver safe and clean drinking water.** Utilities has prepared our 2015 Consumer Confidence Report reporting our water quality sampling results. The report has been completed and submitted to the NM Environment Department Drinking Water Bureau (DWB) for review. As soon as we get the green light from DWB, the report will be inserted into customer bills before June 30, 2016.
- **Six Utilities staff attended the Rocky Mountain American Water Works Association sectional conference in Albuquerque on April 28<sup>th</sup> and 29<sup>th</sup>.** Presentations included the NM state wide MS4 storm water permits, direct water reuse, One Water, the Navajo-Gallup pipeline (Cutler lateral), and the Authority's Long-Range Water Resources Management Plan.
- **Greater Chimayo Mutual Domestic MOA and JPA** have been drafted and signed by Chimayo, should be ready for BCC approval in early June. **Cuatro Villas MOA** may be ready at the late June meeting.
- **Hyde Park Estates** purchase agreement for water system is nearing completion.

**Project Delivery:**

**Road Projects:**

- **CR67F, La Barbaria Drainage and Road Improvement Project:** Project survey and data collection has been completed by Louis Berger Group. 30% design drawings have been submitted to SFC for review. LBG will address modifications for 60% submittal and also provide an updated construction window.

- **NE/SE Connector Alignments:** Amendment No. 2 for the MOU between NMDOT and Santa Fe County for design and construction of the NE Connector was approved by Santa Fe County on December 8, 2015 and delivered to NMDOT on December 11, 2015 for final signatures. NMDOT has stated they will not sign the MOU or the Cooperative Agreement. SFC Manager's Office is assisting in responding to this change by NMDOT.
- **CR55A General Goodwin Drainage and Road Improvements:** The property owner for the required retention pond area has provided his response in favor of the Retention Pond preliminary design and moving forward with the project. The engineer is to provide cost comparisons for the road design improvements along NM 14 versus the initial design for the first segment of road on CR55A. Miller Engineering has been given direction to proceed to incorporate the design along NM14 into the final design for the road improvements. This should be the last item to complete the road design.
- **CR54 Los Pinos All Weather Water Crossing:** IFB review is 90% complete. Amendment to Bohannon Huston's contract to add Inspection Services has been approved and executed. On March 2, 2016, requested an update from Santa Fe County Legal Department on the decision to remove the structure on Las Estrellas. As of April 25, 2016, no entitlement to move forward with removal of the culverts. Santa Fe Legal Department will keep us posted as they gain the necessary approvals.
- **Old Santa Fe Tail Multi-Modal Road Improvements:** Road widening work began on February 29, 2016 with the installation of the required curb and gutter. Work on the added bike lanes is nearing completion.
- **Vista Redonda Drainage and Road Improvements:** Work on the project is continuing in good order. The retaining wall has been completed and asphalt has been placed. On 4-26-16 the BCC approved the amount for Change Order #4. Project is nearing substantial completion and should be achieved by the end of May.
- **CR50A San Jose Road Drainage and Road Improvements:** Discussions from the meeting to obtain drainage easement reflect a lack of commitment from all four parties. Staff conducted a project site visit with Public Works Director and updated him on the ROW, drainage and drainage easement issues in all three segments of Morris Engineering's priority plan. The viability of this project rests on a firm commitment from all affected property owners to provide the required easements.
- **CR89C Calle Catalina:** Individual meetings with property owners to complete all coordination with residents along CR89C. Draft of appraisals received on January 30, 2016. Forward appraisals to Mr. Terry Lease to review. The next meeting with individual property owners will have to be scheduled to review the road design and discuss the impacts to their properties. Determination will be made to include the costs for replacing private property in the appraisals or design drawings. Santa Fe Engineering developed exhibits to provide the affected property owners a clear understanding as to how the drainage and road design impact their property. Legal descriptions for the Right-Of-Way take and the TCP



(Temporary Construction Permits) were provide to Terry Lease on 4-26-16, to start the process of Land Acquisitions.

- **Race Track Subdivision:** The decision as to how to proceed with this project will be determined after site visit discussions with residents has been completed. Received Santa Fe Engineering's proposed costs to complete the required engineering services, drainage/road construction, donated easement surveys, ESA Phase I Survey and cultural survey, monitoring and mitigation costs. Current project budget is \$ 317,134.87. Proposed engineer's project cost is \$770,233.93. Cultural survey, monitoring and mitigation costs alone equals \$120,000.00 (not including NMGR) based on what information is known to exist in this project's cultural area identified as LA-16. A meeting with the commissioner and affected property owners occurred on Thursday, May 5, 2016. Funding and additional meetings with property owners to be determined.
- **1<sup>st</sup> Street Improvements for Cerrillos –** Paving is underway.
- **Pinon Hills Subdivision -** The Board of County Commissioner's approved the budget at the April 26 meeting. A preconstruction meeting will be scheduled as soon as the P. O. is received.

**Park and Open Space:**

- **Santa Fe River Property Acquisition:** Section "A" – The Hilgendorf property, the second largest parcel in the project, closed on March 3rd. Anthony Romero signed his Purchase Agreement on February 26th, the Title Company has begun the Closing Process. Kelly Alcon, Tierra Field Agent, reported he expects signed Purchase Agreements from Costello and Castillo within the next week. Rivera Closing Documents are being prepared by the Title Company, mortgage issues being resolved. Staff is working with County Legal to resolve City permitting issues for moving Mr. Boylan's mobile home. Final overlap issues are being resolved by Karl Sommers, Mr. Boylan's attorney. Section "B" – Teng & Levy closed in March. Staff is meeting with Art Montoya to discuss his offer. Staff received 6 appraisals in segment B. Staff continues to work with BLM to resolve ownership issues. The Biological Report and Environmental Assessment were submitted to the BLM as per the Patent Application requirements.
- **Santa Fe River-El Camino Real Design:** SHPO agreed with the Testing Reports conclusions and approved moving forward with the project. SLO Archaeologist has been out of the office on medical leave for the last few weeks and unresponsive to status inquiries. Ron Winters is following up to determine his substitute.
- **Santa Fe River-Frenchy's to Siler Design Update:** The contract has been fully executed, Notice to Proceed has been given and the work is underway. Construction is scheduled for fall 2016 pending completion of acquisitions.
- **Romero Park:** The Landscape Contractor re-started work on April 11, 2016. The contractor is nearing completion on the landscaping of the swale. The contractor will lay the

sod for the lawn the week of May 9, 2016. The lawn will be fenced off to prevent use for 30 days for the roots to get established. Planning opening ceremony in mid-June. The playground equipment was delivered April 11, 2016. The installation of the playground was completed April 18, 2016. The playground inspection was completed April 19, 2016.

- **Arroyo Hondo Trail:** Roberta Joe is working with the CCAA attorney to reach an agreement on the language in the ROE. Sent easement exhibit for the College Heights Subdivision to Warren Thompson on April 11, 2016. Sent letter to L'Heureux on April 26, 2016. Followed up with La Pradera on May 2, 2016. The County GIS Division will deliver the LiDAR data to the engineer by May 6, 2016.
- **Mt. Chal:** Final Purchase Agreement was sent to Gail Glockhoff for signature on April 14, 2016. The title company has proposed to insure the whole Glockhoff parcel but limit their liability to a fixed amount on the 10 acres. The County Attorney has approved the proposed solution. Made offer to Aitken for the access easement and cap area for the appraised value of \$533,450. Mr. Aitken requested land use approvals as part of the settlement (a lot split and approval of a development plan for cabins to rent to tourists). We said the County would not grant any land use approvals as part of the acquisition. We countered with a proposal to purchase the whole parcel for the appraised value of \$620,500. Mr. Aitken claims he had mineral rights that had value and that value was not accounted for the appraisal. Submitted a PPR to Purchasing for and LOI for an appraisal of the mineral rights on April 27, 2016.
- **Pojoaque Sports Fields:** The Landscape Architect delivered the Schematic Plans on April 22, 2016. Construction Documents are due by June 30, 2016. Plan to construct the parking improvements under an on call contract during the break between the Little League and the Soccer season (late July to early August). We will issue an IFB for the rest of the improvements at the end of July, anticipating contract award at the second BCC meeting in September and construction in October-December.
- **Rio Quemado Watershed Restoration:** Change Order No. 2 was executed April 25, 2016. Change Order No. 2 approves the change in design of the Senora Epitacio de Aguero and At Grade Crossing that reduces the amount of rock required to construct the structures resulting in a reduction in cost. The Contractor agreed to the change in the design and the reduction in the contract amount in exchange for additional contract time to allow him to construct the structures in the period of least risk (low water flow, after the irrigation season and before freezing temperatures). Construction will resume on October 15, 2016. Expect substantial completion by November 30, 2016.
- **Thornton Ranch Open Space:** CR Consultant submitted the CR Report to the NMSLO on April 20, 2016. Presented the project to the BLM NEPA coordination meeting on April 12, 2016. Plan to present the draft master plan to the GBASPA Working Group in June 7, 2016. Tribal consultation meetings with County management are recommended to determine how to proceed with the final Master Plan and management recommendations.
- **Agua Fria Monument Sign:** The funding from the close out of the prior year PO will be included in the capital budget for FY 17.

- **Santa Fe Rail Trail:** Received concurrence to award the contract from NMDOT on March 28, 2016. The BCC approved a resolution granting the County Manager authority to execute the construction contract at the April 26, 2016 BCC Meeting. Received final reimbursement from NMDOT on Segments 2-3 on April 15, 2016. Met with Commonweal Conservancy on March 16, 2016 to discuss easements for Segment 6. Sent letters to the two private landowners in Segment 6 requesting an easement on May 3, 2016.
- **El Camino Real Retracement Trail FLAP project:** The Engineer sent out the 4(f) Concurrence letter on March 29, 2016 and the Draft EA for Review on April 1, 2016. Comments are Due May, 6, 2016. Submitted Application to Amend ROW to NMSLO on April 28, 2016. Submitted PPR MOU between the County, BLM and Forest service for the maintenance of the trail to Purchasing for legal review on April 11, 2016. Received comments from Roberta Joe on April 19, 2016 and forwarded them to the Forest Service. Drafted amendment to Development Plan for MRC patent and submitted it to BLM for comment on May 3, 2016. Scheduled National Park Service Centennial Event to unveil the plans for the trail for October 22, 2016.

#### **Facilities Projects:**

- **Nancy Rodriguez Community Center:** The programing deliverable were presented April 29, 2016. Research to secure funding for PV Solar collection carports (Estimated at \$65,000±) is underway. Schematic design drawings are expected in late May.
- **Plan and Design Improvements at County Fairgrounds Ag Extension Office:** Procurement is negotiating with Scott Anderson Architects for the final contract proposal to begin programming and design.
- **County Administrative Offices (A/E):**
  - The laser scanning at the Old Administration building is complete.
  - Programing interviews are going smoothly and will be concluded mid-May.
  - First Public outreach meeting scheduled for July 6, 2016 5:30 – 7:30pm at the Presbyterian Church.
- **District Attorney Office Remodel:** Project being restarted with budget and scope of work being evaluated.
- **Adult Detention Facility Master Plan:** Purchasing has informed Public Safety that the RFP for the Master Planning of the Adult Detention facility will not be initiated for 2 months due to excessive workload.
- **PW Expansion Phase II:** A&E selection is currently underway.
- **PW Admin, HVAC Upgrades:** Karen Emery has begun the contract for EEI (Matt Davis) to execute the engineering for the upgrades to the HVAC systems at Public Works. The

contract will be a work order against the Statewide Price Agreement #40-000-14-00044 for EEI.

- **Ken and Patty Adam Senior Center/County Community Center:** The construction is substantially complete and the ribbon cutting occurred on May 3, 2016. Change order #1 is in the process of being completed. The contractor is working on completing the punch list.
- **Glorieta Fire Station #2:** Construction is proceeding on schedule. A meeting was held on Thursday, April 21, 2016 to discuss how the cistern and fire suppression system will work with a representative from the fire suppression system installer and Fire Prevention Staff. It was determined that a pump would be installed on the outside of the building that would draw water directly from cistern and would eliminate the need to install the pump in the pit within the building as was originally designed. The PM needs to contact the electrical company to find out the status of the electricity to the site.
- **Galisteo Fire Station Apparatus Addition:** A variance request through the Land Use Department is required for the location of the building addition within the additional area added to the property. The PM worked on a mail out required to inform all property owners within 500 ft. of the project of a meeting that will discuss the requested variances. The community meeting is scheduled for May 11, 2016 at the Galisteo Community center. The variance requests include allowing the existing facility to continue use with existing setback of 10 ft. versus the forty ft. setback required by the new code. The removal of the cistern requirement for the facility is also being considered. Construction drawings 95% review is scheduled for April 19th.
- **Rancho Viejo Fire Station Staircase:** The Purchasing Division is working on the solicitation of a contractor.
- **Agua Fria Fire Station Training Center Site Improvements:** The Purchasing Division is working on the solicitation of a contractor to perform the site improvements needed for the installation of the training tower.
- **Santa Fe Mountain Center Renovation:** The solicitation for Architect/Engineering services will be handled via a Letter of Interest (LOI). This procurement is in Purchasing for execution.
- **Hwy 14 – Town of Cerrillos Senior Center:** The Evaluation Committee for the solicitation of an Architect met on Friday, April 22, 2016 and selected an A/E firm after oral presentations. It is anticipated that an A/E will be hired by May 20, 2016. The PM is updating the community stakeholders list weekly and is sending out to the community informing them of the updated list. A public meeting on the project will be conducted for community input once the A&E team is under contract.
- **Glorieta Fire Station #1 - Insulation Installation:** The PM is working with the Purchasing Division for the solicitation of a contractor.

- **Stanley Cyclone Center-Phase 2:** The structure is up and the wall panels and roof panels are being installed and is nearing 90% complete. The Fire line and water storage tank is 80% complete. Windows are in and door frames are 80% complete. Asphalt road improvements are complete with the exception of the stripping. Contractor is initiating the interior plumbing installation this week.
- **Leo Gurule Basketball Court Replacement:** Staff has defined a scope of work for the reconstruction of the existing basketball court and fence. Prices are also being gathered for the reconstruction of the existing tennis court should budget be available for that work.
- **Nambe Parking Lot Improvements:** Staff has met with NMDOT to see what can be done about roadway water that is entering the property from the right of way. Staff is also studying grading adjustments that will improve grading and drainage on the site.
- **Bennie J Chavez Septic System:** Plans for the septic improvements were previously developed. Budget has been allocated for this work and an IPR has been developed for review.
- **Edgewood Fire Station/Cedar Grove #2 ADA Upgrades:** IPR is waiting on funding and selection of an architect to detail the improvements.
- **Edgewood Senior Center ADA Upgrades:** IPR is waiting on funding and selection of an architect to detail the improvements.

#### Utility Projects:

- **Quill Wastewater Treatment Facility Sludge Disposal Plan–Construction Phase:** The Project Manager has submitted documentation to hire Waste Hauler/Contractor to remove and dispose of sludge in compliance with NMED requirements. Disposal Management Plan has been approved by New Mexico Environment Department.
- **Vista Aurora Subdivision Sewer Line Upgrade–Design Phase:** The Project Manager is proceeding with the procurement of Engineering Design Services.
- **La Cienega Water Line Improvements–Construction Phase:** The project received BCC approval in April 2016. Notice to proceed with construction is pending execution of the contract.
- **Old Santa Fe Trail TL2N Waterline Extension–Construction Phase:** Contractor is continuing work on Old Santa Fe Trail. Waterline installation is complete and Contractor is installing fire hydrant stub-outs. Contractor is demobilizing from TL2N Site as work is being completed.

- **Madrid Fire Station Fire Protection System–Design Phase:** An engineering firm has been selected to perform a Preliminary Engineering Report to evaluate the system, locate improvements and any required easements and provide a detailed estimate for the cost of the improvements.
- **Lamy Junction Waterline Extension–Design Phase:** Negotiations for the water tank site and access road are still underway. Resolution is anticipated by May 20, 2016.
- **TL6S Waterline Extension–Design Phase:** 100% Complete design drawings have been submitted to SFC for review. Easements for the pipeline have been surveyed and are ready for signatures by affected landowners.
- **Agua Fria Utilities Plan–Design Phase:** The Projects Division is proceeding with the procurement of Engineering Design Services.
- **Chupadero Hydrologic Survey Planning Phase:** Letter of Interest was sent to five engineering firms in February 2016. Responses have been received and forwarded to Utilities Division for review.
- **Adult Detention Facility / Youth Development Program Projects–Server Rooms:** Walk-thru for substantial completion was conducted with Conron and Woods Architects & Prime Builders, LLC on March 28, 2016, the punch list has been forwarded to contractor for completion. Final walk-thru will be scheduled as soon as punch list items have been completed. Final completion date is scheduled for May 12, 2016.
- **Jacona Convenience Center:** Proposals for construction have been received and evaluated. Alternate plans for the facility are being weighed by County management.

**ACTION REQUESTED:**

None; for information only.

Table 1: April 2016 Work Order Report  
Property Control

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	18	18	13	17
2	4	4	3	4
3	10	10	7	8
4	16	16	16	16
5	17	17	15	15
All	70	70	65	70
TOTAL	135	135	119	130
		100.00%	88.15%	96.30%

Roads

COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	19	19	19	4	4
2	4	4	3	4	3
3	11	11	4	10	3
4	19	19	19	1	1
5	28	28	20	12	4
All	1	1	1	0	0
TOTAL	82	82	66	31	15
		100.00%	80.49%		48.39%

Building Services

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	6	6	6	5
2	2	2	2	1
3	0	0	0	0
4	2	2	0	0
5	6	6	6	2
All	30	30	30	28
TOTAL	46	46	44	36
		100.00%	95.65%	78.26%

Open Space

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	29	29	0	0
2	26	26	0	0
3	15	15	0	0
4	9	9	0	0
5	9	9	0	0
All	20	20	0	0
TOTAL	108	108	0	0
		100.00%	0.00%	0.00%

COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	10	10	10	2	2
2	4	4	4	1	1
3	9	9	7	4	4
4	2	2	2	0	0
5	8	8	8	2	2
All	3	3	3	1	1
TOTAL	36	36	34	10	10
		100.00%	94.44%		100.00%





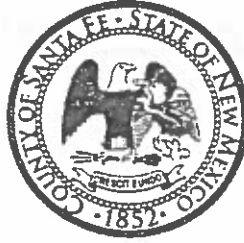




Henry P. Roybal  
Commissioner, District 1

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 

Thru: Katherine Miller, County Manager

Date: May 11, 2016

Re: HR Monthly Report for April 2016

---

### 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 May 2016.

### ***Training and Employee Development***

Throughout the month of April, Human Resources conducted thirty-seven training sessions. Four hundred and twenty-six employees attended these training sessions. Human Resources also processed 9 NM EDGE applications for employees and 2 tuition reimbursement requests.

Human Resources also attended the 2016 Business Expo and Job Fair. This job fair was sponsored by the Santa Fe Chamber of Commerce and held on April 7, 2016 at the De-Vargas 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.

Human Resources also hosted "National Bring Your Child to Work Day" on April 28, 2016. Ten children were in attendance for this event and met with RECC to color, then met with County Manager Katherine Miller to learn about working for Santa Fe County. Next the children met with the Sheriff Office to get finger printed and to sit in a law enforcement unit. They went to the Clerk's office and were taught how to vote and then DWI performed a puppet show. The children were then taken outside where they watched Public Works personnel perform tricks with a backhoe on moving balls and orange cones. This was a great opportunity to help them experience the vital public services provided by the County!

## ***Employee Benefits and Wellness***

The County received notification from the State of New Mexico Risk Management Division that the insurance premiums for medical, dental and vision plans will increase by 1% effective July 1, 2016. The new rates will be reflected on the pay check of July 1, 2016.

Santa Fe County is currently requesting proposals from licensed and qualified Offerors to provide Employee Benefits for the County. Specifically, the benefits include but are not limited to Medical, Prescription Drugs, Stop Loss, Dental, Vision, Basic Life/AD&D, Supplemental Life, Disability, COBRA Administration and EAP services.

Human Resources submitted a nomination to NACO for the 2016 NACO Achievement Awards for the Manager 1 Million Steps Initiative. This initiative was implemented because Santa Fe County recognized a need to develop a simple and measurable wellness challenge for employees to engage in to increase their daily activity and decrease sedentary activity. The Million Steps Walking Challenge started on March 1, 2015 and ended on December 1, 2015. The challenge for employees was to walk 1 million steps at the end of the 9 month timeframe by walking 3968 steps each day. The County implemented this challenge to encourage employees to build healthy habits and increase their daily activity. The challenge began with 91 participants in March and ended with 30 participants completing the challenge. The combined goal for these 30 employees was meeting or exceeding the 1 million step goal. The total for all employees at the end of the challenge was 62,244,337 steps, exceeding the goal by 32,244,337 steps! Regular physical activity can relieve tension, anxiety and depression and lead to healthier and happier employees!

## ***Promotions and Recruitment***

The Assessor's Office had one promotion during April. Robert Quintana was promoted from Animal Control to Field Auditor. Mr. Quintana began his employment with Santa Fe County on February 2, 2014.

The County Manager's Office had two promotions during April. Roxanne Lujan was promoted Senior to Accountant. Ms. Lujan began her employment with Santa Fe County on May 8, 2006. Dana Budagher from the Human Resources Division was promoted to Human Resources Analyst. Ms. Budagher began employment with Santa Fe County April 22, 2013.

The Housing Department had one promotion in April. Lorice Griego was promoted to Housing and Self Sufficient Specialist. Ms. Griego began her employment with Santa Fe County on July 22, 2016.

The Public Works Department had one promotion in April. Axel Hernandez was promoted r to Heavy Equipment Operator Lead. Mr. Hernandez began his employment with Santa Fe County on September 14, 2009.

The Public Safety Department had four promotions in April. Brandon Martinez was promoted to Emergency Communications Specialist I. Mr. Martinez began his employment with Santa Fe County on March 23, 2015. Conlan McCoy was promoted to Emergency Communications Specialist II. Mr. McCoy began his employment with Santa Fe County on April 14, 2014. Bianca

Quintana was promoted to Emergency Communications Specialist II. Mr. Quintana began her employment with Santa Fe County on April 14, 2014. Isidoro Vigil was promoted to Emergency Communications Specialist II. Mr. Vigil began his employment with Santa Fe County on April 14, 2014.

The Sheriff's Office had two promotions in April. Dustin Bingham was promoted to Sheriff's Deputy I. Deputy Bingham began his employment with Santa Fe County on April 20, 2015. Joseph Lujan was promoted to Sheriff's Deputy I. Deputy Lujan began his employment with Santa Fe County on April 20, 2015. We congratulate all these employees for their great accomplishment.

On April the Human Resources Division participated in four job fairs, in Los Alamos, at DeVargas Center, the Santa Fe Community College and the Ohkay Casino. We had the opportunity to talk to hundreds of people about the many opportunities and benefits that Santa Fe County offers. There was a lot of interest in the positions that we are currently recruiting for. At the Santa Fe Community College, we had a lot of interest not only from students but also from faculty and other vendors inquiring about job opportunities. It also was a great networking event as the Santa Fe Community College reached out and requested assistance with their age 50+ back to work program because of the interest their students have with working for Santa Fe County. We are currently working with the Santa Fe Community College to set up a training for this group so that we can work with them on how to apply by utilizing our online system.

In April Santa Fe County Human Resources Division administered Detention Officer testing. We had seven individuals who participated in the testing process and seven successfully passed both the written and physical tests and are in the new hire process.

Attached are the HR Statistics Report, the New Hire Report and the Labor Statistics Report for April 2016 and the list of Years of Service for Santa Fe County Employees for May 2016. If you have any questions, I can be contacted at 992-9886. Thank you.



**Santa Fe County**  
**Human Resources Statistics**  
**April 2016**

Department	Division	Reg	Part Time	Full Time	Elected Officials	Temp	Vacancies	Total Positions
01-COUNTY MANAGER	COUNTY MANAGER ADMINIS.	8		8				8
	COMMISSION	5		5	5			5
	HUMAN RESOURCES	11		11			1	12
	FINANCE	22		22			4	26
<b>01-COUNTY MANAGER Total</b>		<b>46</b>		<b>46</b>	<b>5</b>		<b>5</b>	<b>51</b>
02-LEGAL DEPARTMENT	LEGAL ADMINISTRATION	8		8			1	9
<b>02-LEGAL DEPARTMENT Total</b>		<b>8</b>		<b>8</b>			<b>1</b>	<b>9</b>
15-ADMINISTRATIVE SERVICES	ADMINISTRATION	3		3				3
	INFORMATION TECHNOLOGY	15		15			2	17
	PURCHASING	7		7			1	8
	MAIL ROOM	1		1				1
	RISK MANAGEMENT	3		3				3
<b>15-ADMINISTRATIVE SERVICES Total</b>		<b>29</b>		<b>29</b>			<b>3</b>	<b>32</b>
04-COMMUNITY SERVICES DEPARTMENT	DWI LOCAL	7		7				7
	DWI TEEN COURT	3		3				3
	DWI COMPLIANCE	1		1				1
	INDIGENT HOSPITAL FUND	2		2			1	3
	EMS-HEALTH CARE	3		3				3
	MOBILE HEALTH FAIR VAN	3	1	2			2	5
	SENIOR PROGRAMS - ADMIN.	29		29				29
	ADMINISTRATION	4		4				4
	POJOAQUE SATELLITE OFFICE					1		
	EDGEWOOD SATELLITE OFFICE					1		
<b>04-COMMUNITY SERVICES DEPARTMENT Total</b>		<b>52</b>	<b>1</b>	<b>51</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>55</b>
05-GROWTH MANAGEMENT	ADMINISTRATION	4		4				4
	PLANNING	9		9				9
	GIS	8		8			1	9
	AFFORDABLE HOUSING-COUNTY	1		1				1
	BUILDING & DEVELOPMENT	15		15				15
<b>05-GROWTH MANAGEMENT DEPARTMENT Total</b>		<b>37</b>		<b>37</b>			<b>1</b>	<b>38</b>
19-HOUSING DEPARTMENT	ADMINISTRATION	9		9			5	14
	HOUSING SECTION 8 VOUCHER	2		2		1		2
	HOUSING CFP - 2013	1		1				1
<b>19-HOUSING DEPARTMENT Total</b>		<b>12</b>		<b>12</b>		<b>1</b>	<b>5</b>	<b>17</b>
06-PUBLIC WORKS DEPARTMENT	PUBLIC WORKS ADMIN.	13	1	12			1	14
	FLEET SERVICE	8		8			1	9
	TRAFFIC ENGINEERING	6		6			1	7
	SOLID WASTE	20	2	18			3	23
	ROAD MAINTENANCE	30		30			12	42
	PROPERTY CONTROL	12		12			3	15
	BUILDING SERVICES	17	1	16			1	18
	PROJECT DEVELOPMENT DIV	7		7			3	10
	OPEN SPACE	3		3			2	6
	WATER	17		17			2	19
	AAMODT	1		1				1
	WASTEWATER	1		1				1
<b>06-PUBLIC WORKS DEPARTMENT Total</b>		<b>135</b>	<b>4</b>	<b>131</b>			<b>29</b>	<b>165</b>

**Santa Fe County  
Human Resources Statistics  
April 2016**

08-FIRE	FIRE ADMINISTRATION	26		26			5	31
	FIRE REGIONS	76		76		2		
	WILDLAND PROGRAM	2		2			1	3
<b>08-FIRE Total</b>		<b>104</b>		<b>104</b>		<b>2</b>	<b>6</b>	<b>110</b>
18-CORRECTIONS	ADMINISTRATION	6		6				6
	ADULT FACILITY	125		125			30	155
	MAINTENANCE DIVISION	5		5			2	7
	MEDICAL SERVICES	21		21		1	9	31
	ELECTRONIC MONITORING	6		6			4	10
	YOUTH DEVELOPMENT FAC.	24		24			5	29
<b>18-CORRECTIONS Total</b>		<b>187</b>		<b>187</b>		<b>1</b>	<b>50</b>	<b>238</b>
21-RECC	ADMINISTRATION	40		40			8	48
<b>21-RECC Total</b>		<b>40</b>		<b>40</b>			<b>8</b>	<b>48</b>
<b>PUBLIC SAFETY DEPARTMENT TOTAL</b>		<b>331</b>		<b>331</b>		<b>3</b>	<b>64</b>	<b>398</b>
09-COUNTY CLERK OFFICE	REPORTING & RECORDING	14	1	13	1		7	21
	BUREAU OF ELECTIONS	11		11		14	2	13
<b>09-COUNTY CLERK OFFICE Total</b>		<b>25</b>	<b>1</b>	<b>24</b>	<b>1</b>	<b>14</b>	<b>9</b>	<b>34</b>
10-COUNTY TREASURER OFFICE	COUNTY TREASURER ADMIN.	13	1	12	1		1	14
<b>10-COUNTY TREASURER OFFICE Total</b>		<b>13</b>	<b>1</b>	<b>12</b>	<b>1</b>		<b>1</b>	<b>14</b>
11-COUNTY ASSESSOR OFFICE	COUNTY ASSESSOR ADMIN.	29		29	1			29
	PROPERTY VALUATION	12		12			1	13
<b>11-COUNTY ASSESSOR OFFICE Total</b>		<b>41</b>		<b>41</b>	<b>1</b>		<b>1</b>	<b>42</b>
12-SHERIFF'S OFFICE	ADMIN/ANIMAL CNTRL/ENFORC	116		116	1		4	120
	REG.III DRUG ENF GRANT-A	1		1				1
	REG III-HIDTA GRANT	1		1				1
	DWI SEIZURE GRANT	1		1				
<b>12-SHERIFF'S OFFICE Total</b>		<b>119</b>		<b>119</b>	<b>1</b>		<b>4</b>	<b>122</b>
13-COUNTY PROBATE DEPARTMENT	01-COUNTY PROBATE JUDGE				1			
<b>13-COUNTY PROBATE DEPARTMENT Total</b>					<b>1</b>			
<b>TOTAL</b>		<b>848</b>	<b>6</b>	<b>829</b>	<b>9</b>	<b>20</b>	<b>125</b>	<b>976</b>



SANTA FE COUNTY  
NEW HIRE REPORT  
APRIL 2016

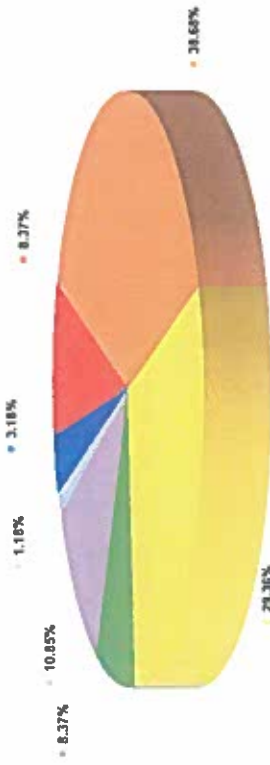
LAST NAME	FIRST NAME	MIDDLE INITIAL	DEPARTMENT/OFFICE	TITLE	EMP STATUS	HIRE DATE
HURTADO	GABRIEL	J	PUBLIC SAFETY DEPARTMENT/CORRECTIONS	LIFE SKILLS WORKER I	PB	4/4/2016
KRIEGER	MARIE	A	PUBLIC SAFETY DEPARTMENT/CORRECTIONS	CASE MANAGER	PB	4/4/2016
MAYERS	JAMES	E	PUBLIC SAFETY DEPARTMENT/CORRECTIONS	DETENTION OFFICER	PB	4/4/2016
PASSMORE	BRIAN	I	PUBLIC SAFETY DEPARTMENT/CORRECTIONS	DETENTION OFFICER	PB	4/18/2016
RIVERA-SOTO	JAVIER	A	PUBLIC SAFETY DEPARTMENT/CORRECTIONS	DETENTION OFFICER	PB	4/4/2016
ORTIZ	AMADEO	J	ASSESSOR'S OFFICE	FIELD AUDITOR	PB	4/18/2016
MOYA	DON	D	COUNTY MANAGER'S/FINANCE	BUDGET ADMINISTRATOR	PB	4/20/2016
LATTIN	BLAINE	C	SHERIFF'S OFFICE	SHERIFF DEPUTY II	PB	4/18/2016



# LABOR STATISTICS FOR MARCH 2016

Union Status		Percentage of Union Status				Percentage Of Employees Paying Union Dues	
Union Status		AFSCME Employees	NMCPSO (Sheriff) Employees	AFSCME (Corrections) Employees	AFSCME (Medical) Employees	AFSCME Employees	
AFSCME Employees	249	29.36%				40	16%
NMCPSO (Sheriff) Employees	71	8.37%				50	70%
AFSCME (Corrections) Employees	92	10.85%				48	52%
AFSCME (Medical) Employees	10	1.18%				4	40%
NMCPSO (RECC) Employees	27	3.16%				17	63%
IAFF (Fire) Employees	71	8.37%				68	96%
Total Number of Union Employees	520	61.32%				227	
Non-Union Employees	328	38.68%					
Total Number of Employees	848	100%					

## Paying Members





**Henry P. Roybal**  
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:** Santa Fe County Board of County Commissioners

**From:** Bernadette Salazar, Human Resources Director 

**Via:** Katherine Miller, County Manager

**Date:** May 11, 2016

**Re:** Recognition of Years of Service for Santa Fe County Employees for May 2016

---

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 2016, the following employees will be recognized:

Employee Name	Department/Office	Title	Years of Service	Hire Date
Lawrence Martinez	Sheriff's Office	Sheriff Deputy II	5	05/09/2011
Jesus Ramirez	PSD / Corrections	Detention Officer	5	05/23/2011
Martin Arellano	Sheriff's Office	Sheriff Deputy II	5	05/31/2011
Roxanne Lujan	ASD / Finance	Accountant	10	05/08/2006
Jeoffrey Urioste	ASD / Information Technology	IT Desktop Support Specialist Senior	10	05/15/2006
Julie York	Sheriff's Office	Sheriff Corporal	15	05/21/2001
Mario Lopez	ASD / Information Technology	Systems Analyst	25	05/10/1991









**Henry P. Roybal**  
*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

Date: May 31, 2016

To: Board of County Commissioners

From: Jeffery Trujillo, ASD Director *JS*

Via: Katherine Miller, County Manager

Subject: Administrative Services Monthly Report – April 2016

Below is an informational report in regards to the Administrative Services Department for the month of April 2016.

### Information Technology

Work Orders/Technical Support																	
All IT requests are captured using a work order tracking system located on SharePoint.		283 work orders were completed/resolved in April 2016.															
Systems and Network Uptime																	
<table><tr><th colspan="3">Unscheduled Downtime</th></tr><tr><th>Date</th><th>Description</th><th>Hours</th></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td>Total</td><td>N/A</td></tr></table>		Unscheduled Downtime			Date	Description	Hours								Total	N/A	Q1 FY 2016 Actual: 100%
Unscheduled Downtime																	
Date	Description	Hours															
	Total	N/A															
		Q2 FY 2016 Actual: 100%															
		Q3 FY 2016 Actual: 100%															
		Q4 FY2016 Actual : TBD															
		FY 2016 YTD: 100%															

### Legal

Legal has processed 489 contracts, 92 resolutions, and reviewed or drafted (or participated in drafting) 10 ordinances this fiscal year.

**Mailroom**

Name	Items
Co. Manager	2
Human Resources	28
Fire Department	481
Finance/Payroll	840
Utilities (Water Resources)	51
Public Works	53
Land Use	19
Housing	40
Indigent/HAP	3
DWI	30
MCH	0
PFMD	0
Clerks	129
Elections	3229
Assessors	150
Treasurers	357
Probate Judge	4
Attorney or Legal	8
Sheriff	126
Corrections Admin	0
Home for Good Program	0
Purchasing	38
PW-Solid Waste	0
Care Connection	0
HHS Admin	38
Sobering Center	0
Adult Jail	0
Teen Court	54
ASD	0
E-911	1
RECC	1
Senior Services	0
YDF	5
Natural Resources	0
Affordable Housing	0
Section 8	114
COMMISSION	4

## **Purchasing**

**541 Purchase Orders were processed in April totaling \$2,717,378.19 encumbered and \$250,920.16 invoiced or expended.**

**The following procurement activities were performed by 4 Procurement Specialist Seniors, 2 Procurement Specialist and the Procurement Manager in April:**

**37 Active Procurements, Solicitations or Contract Processes, Including, but not limited to RFP's, LOI's, IFB's, Quotes, Grants, Leases, Price Agreements, On-Call Services, Easements, MOU's, Amendments and Change Orders. NOTE: Beginning in July, the Purchasing Division experienced a 50% reduction in force. The Division is currently fully staffed. We are currently working with a backlog of procurement requests resulting from being understaffed the first half of the fiscal year.**

### **Current Solicitations to Date (April 12, 2016):**

IFB's	9
RFP's	19
DOE's	0
Sole Source	2
LOI's	9

## **Risk Management**

Number of Fire Safety Inspections	55
Number of Facility Inspections	11
Number of Road Inspections	7
Number of Worker's Compensation Processed	2
Number of Employees out on Worker's Comp	3
Number of RAP Lessons	4
Number of County Involved Auto Accidents	4
Number of Century Link Cut Cables	0
Number of Safety Trainings	10
Number of Evacuation Drills	3
Number of New Employee Orientations	2



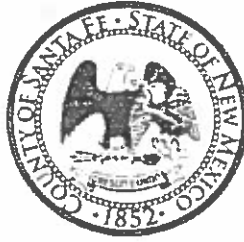




**Henry P. Roybal**  
*Commissioner, District 1*

**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:** Santa Fe County Board of County Commissioners

**Through:** Katherine Miller, County Manager

**From:** Patricia Boies, Acting Director, Community Services Department *PB*

**Date:** May 11, 2016

**Re:** Community Services Department Report

---

### Health Services

We are pursuing the multi-faceted Accountable Health Communities Grant application with Centers for Medicaid and Medicare Innovation, whereby Santa Fe County would be the bridge organization to align counties' health agencies and providers in our region, including Rio Arriba, Taos, and Los Alamos. We're obtaining letters of support from CHRISTUS St. Vincent, City of Santa Fe Fire Department, La Familia, PMS, Las Cumbres, and Pecos Valley Medical Center, as well as NM Department of Health and HSD. Providers in other counties include Taos Health Systems/Holy Cross and Tri-County Community Services, Presbyterian Hospital in Espanola, El Centro and Los Alamos Medical Center. The CMS grant application deadline is May 18.

Kyra Ochoa, Health Care Assistance Program Manager, was elected Northeast Regional Representative for the New Mexico Public Health Association at their annual meeting.

As part of "May Is Mental Health Month," the mobile health van is providing mental health screenings. At Santa Fe Community College on May 4<sup>th</sup>, nine people received screenings for anxiety and depression, with scores ranging from severe to moderate to mild. Counseling and referrals were provided for several people.

### Senior Services

During the month of April, Senior Services provided 3,325 congregate meals and 4,977 home-delivered meals, as well as 506 units of transportation.

The Area Agency on Aging is working on their assessment of the Senior Services Program, including visiting El Rancho, Edgewood, and Eldorado.

### **Community Safety**

DWI's distribution and detox grant application was approved by the DWI Grant Council, which reviewed applications from all 33 counties and once again praised Santa Fe County's submission.

The DWI program conducted a "sticker shock" campaign in Pojoaque, in preparation for Pojoaque's high school prom that took place on April 23, 2016. Five liquor establishments participated. Stickers placed on alcohol products served as a reminder that purchasing alcohol for a minor is a felony offense.

The DWI program met with the City of Santa Fe's Parking Enforcement Division to discuss a pilot parking program initiated by the Mayor's office to allow people who use the Cab Ride Home program to park their cars overnight without receiving a parking ticket the next day. The DWI program has not committed any funding to this initiative but is considering assisting with advertisement for the program.

Teen Court awarded \$225,000 worth of funding to 20 organizations that submitted applications for the Youth Education and Recreation Program, for summer programs throughout the County.

Teen Court is soliciting local artists to complete a mural at Rio en Medio Community Center, where there have been issues with graffiti. The mural painting will begin in June, with an unveiling scheduled for July.

At the meeting of the New Mexico Teen Court Association in Roswell, Jennifer Romero, Teen Court Manager, was elected President and Chanelle Delgado, Teen Court Coordinator, was elected Media Outreach Coordinator.

### **Community Operations**

The Max Coll Community Center ribbon-cutting was well-received by constituents. The Clerk will use the center for early voting until the second week of June. We are looking for a trustee/trustees and anticipate the Center will be available for rentals by mid-July.

For the second year, Santa Fe County held Trail Days in April, with guided hikes to introduce people to four County trails. Hikes were led by Carol Branch, Kristine Mihelcic, and trail stewards along trails at Arroyo Hondo, Rail Trail Segment 3, La Piedra, and Little Tesuque.

We have begun a partnership with United Way at Aspen Magnet Pre-School. Every Monday, Wednesday and Friday during the school year, a Santa Fe County volunteer will mentor kids during lunch and on the playground. We worked with HR in setting up the program, which has about 20 volunteers so far, and are recruiting volunteers for next school year.

There were 61 community center rentals during April: 19 at Nancy Rodriguez, 16 at el Rancho, 11 at Nambe, 10 at La Cienega, three at Bennie J Chavez, and one each at Cundiyo and Rio en Medio.



**DRAFT**

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**SANTA FE COUNTY**

**HEALTH POLICY & PLANNING COMMISSION**

**April 1, 2016**

**Santa Fe, New Mexico**

I. This regular meeting of the Santa Fe County Health Policy & Planning Commission (HPPC) was called to order by Chair Reena Szczepanski at approximately 9:03 a.m. on the above-cited date in the Santa Fe County Community Services Department conference Room, 2052 Galisteo Street, Santa Fe.

II. The following members were present:

**Members Present:**

Reena Szczepanski, Chair  
John Abrams  
Vivian Heye  
Bonnie Keene  
Don Reece  
Carolyn Roberts  
Judith Williams

**Member(s) Absent:**

AnnaMaria Cardinalli  
Kim Straus [excused]  
Anna Voltura  
[Two Vacancies]

**County Staff Present:**

Patricia Boies, Director, Health Services Division  
Kyra Ochoa, Health Services Staff

**Others Present:**

Monica Singh, NMHU  
Robin Divine, Presbyterian Healthcare  
Tiffany Wynn, Mountain Center  
Kristin Carmichael, CSV  
Colleen Catanach, CSV  
Stirling Puck, MD, Citizen  
Ramona Flores-Lopez, PMS  
Martha Hamblen, Need & Deed  
Dania Suavin, SVH Support  
Karen Wells, Citizen  
Olivia Maes, Kaseman Hospital  
Wendy Johnson, MD, La Familia  
Trip Rothschild, La Familia

Dede Feldman, Consultant  
Carl Friedrichs, MD, PMS  
Desiree Valdez, NMDOH  
Bonnie Lochner, Presbyterian Healthcare  
Rosa Lopez, NMDOH  
Ivy Woolfolk, NMHU  
Julian Duran, BCBS  
Kathy Armijo Etre, CSV  
Kelly Gallagher, NMDOH  
Andres Mercado, SFFD  
Jim Breland, Presbyterian Healthcare  
Donna Wynant, City Land Use  
Catherine Kinney, HHPC Emerita

### **III. Introductions**

Those present introduced themselves.

### **IV. Approval of Agenda**

Commissioner Abrams moved to approve the agenda and Commissioner Williams seconded. The motion carried unanimously.

### **V. Approval of Minutes: February and March 2016**

Upon motion by Commissioner Abrams and second by Commissioner Heye both sets of minutes were unanimously approved.

### **VI. Matters of Public Concern**

None were presented.

### **VII. Presentations**

#### **A. Development Proposal of Presbyterian Healthcare Services for Las Soleras Hospital District**

Ms. Boies stated that Presbyterian Healthcare Services approached her about making a presentation to the HPPC and subsequently she learned that the City of Santa Fe ordinance creating the Las Soleras Hospital District specifically mandates input. Quoting, "Any new hospital to be constructed shall participate in meetings with the Santa Fe County Health Policy and Planning Commission, Christus St. Vincent Hospital and all local and regional healthcare providers to address impacts of dual hospitals in the community."

Helen Brooks, Presbyterian area administrator, introduced Robin Divine, Vice president of Emerging Business Opportunities. She noted that one year ago Jim Breland was before the Commission to talk about the Presbyterian Medical Group Clinic, which opened April 2015 and has been very well received. She said at Las Soleras they are working to design an innovative medical center focused on the outpatient experience with some inpatient beds. It will provide choice and complement the existing care in the market. She said they will emphasize highly coordinated care, enhanced patient experience and utilization of best practices to lower the cost of care.

Ms. Divine spoke of the market analysis that concluded this is a slow-growth community with a growth area on the south side. The population is aging with income disparity. The cost of living in Santa Fe is 12 percent higher than that of Albuquerque. Analysis was done to determine which aspects of care were going to the Albuquerque, Rio Rancho and Española areas. There are 37,000 members in the Presbyterian plan and surveys show they want more choice.

Ms. Brooks used charts to show the proposed location and layout of the 40-acre project. She provided a planning timeline and emphasized that the plans are still in development, and

showed the areas currently designated for the initial phase, which will cost around \$135 million, and the areas left for future partnerships and expansion. She outlined the services they intend to provide including 30 inpatient beds. She distributed a fact sheet highlighting services and said the buildings are designed to follow LEED guidelines for energy efficiency.

Commissioner Reece asked how this would affect the southern part of the county. Ms. Divine said Edgewood referral pattern is toward Albuquerque.

Commissioner Williams asked if they had worked with the South Side Quality of Life Initiative. Ms. Brooks said they had not but would pursue that.

Chair Szczepanski stated their role was to listen and comment. The Chair recommended more meetings with the community and with social service providers to discuss issues around transportation, food, safety, etc. She alluded to the value of a pediatric waiting room for the ER.

A question arose about which health plans and networks would be involved. Mr. Breland said they contract with all payers except Molina and Humana. Regarding water usage, Ms. Divine said they will be on the City water system and plan to minimize usage. Beckner Road will be completed around the same time they are opening and become a through road.

Commissioner Roberts asked if there would be a behavioral health component and Ms. Divine said there will be but it will not initially include substance abuse treatment. Ms. Heye noted doctors are now allowed to see up to 200 patients for Suboxone and there is a dire need in that area. Dr. Friedrichs said he was aware of that need and inpatient care as well. He said he will be an advocate for those services.

Ms. Ochoa said that area has many uninsured and she asked about their financial assistance policy. Ms. Divine said she did not know the amount designated for uncompensated care but that will be incorporated into their financial policy.

Commissioner Williams asked about solarizing and Ms. Brooks said they are not planning to solarize at this point since they need reliable power.

Ms. Boies noted the upcoming provider meeting and asked if there will be others. Ms. Divine said they have interacted with various groups but as time goes on they will have more customized conversations.

There was a question about integrating with other Presbyterian facilities for specialized services. Ms. Brooks said services such as radiation oncology and complex surgeries are not anticipated but simple surgeries will be. Ms. Divine added they will have robust a tele-health program and integrated electronic health records.

Regarding services not currently provided, Ms. Divine said they will be expanding services with local providers and tele-health specialties such as rheumatology, pulmonology, oncology and urology. They are looking at OB/GYN. The Presbyterian clients of the St. Michael's Clinic are having babies delivered at St. Vincent's.

A big gap for long-term services was mentioned. Ms. Divine said Spectrum Retirement will be building soon in the Las Soleras area and they are talking with them about such things as skilled nursing. They are looking at strategic partnerships.

Chair Szczepanski asked if there was a similar facility anywhere in the state. Ms. Brooks pointed out that 60 percent or more of care is currently delivered on an outpatient basis and that is the trend they are following. They are working toward a “medical campus” to provide as many things as possible with the help of partners.

Mr. Mercado asked about the ER, and Ms. Divine said there will be 20 exam rooms in the ER.

[The Commission recessed from 9:45 to 9:55.]

## **VII. B. Epidemiology 101**

Desiree Valdez, Health Promotion Specialist from the Department of Health distributed a power point presentation and introduced Kelly Gallagher, Community Health Epidemiologist from DOH. Ms. Gallagher described her background in environmental health and policy issues. She pointed out that many conditions are reported to the DOH which relies on surveillance by members of the community and laboratories to report findings. For instance communicable diseases are reported immediately.

Ms. Gallagher stated that DOH receives huge amounts of data that is analyzed statistically and disseminated back to communities. Diseases are tracked in real time to identify where and why they are occurring and where intervention is needed. In addition to diseases environmental factors are tracked. She noted three of the ten essential services they perform have to do with assessment which goes on constantly on multiple levels and through time.

She explained the difference between incidence and prevalence and described the importance of rate estimation, which involves a percentage of population rather than raw number of incidence. Age adjustment is essential. Commissioner Reece pointed out the importance of analyzing changes in death rates.

Ms. Gallagher spoke of the various databases that are mined, including the BRFSS, (Behavioral Risk Surveillance System), the YRRS (Youth Risk and Resiliency Study), and she works with CYFD, PED, and the Census Bureau. UNM has a cancer database.

Ms. Gallagher spoke of mandatory reportable conditions, including around 200 diseases and immunizations. The labs contribute huge amounts of information. Algorithms are in place to avoid duplication from the various databases. Additionally, the Office of Medical Investigators has toxicology reports, and the Bureau of Vital Records keeps track of births and deaths and co-morbidities.

IBIS, the Indicator Based Information System, was explained and Ms. Gallagher demonstrated how to get information from the website and the wealth of information available therein, including down to a neighborhood level. Using a map she demonstrated Santa Fe broken down to Council District. She added the CDC also does detailed mapping and can create data

maps based on outcomes or socioeconomic data. She showed a brochure of New Mexico county health rankings which is also available online; Santa Fe ranks number five.

Ms. Feldman recommended that data on separate districts be provided to legislators and elected officials. Ms. Gallagher agreed and said they have been assembling two-page infographics for the big issues. Ms. Valdez said there is a monthly epidemic report focusing on different topics.

### **VIII. Matters from the Commission and Staff**

#### **A. Director's Report**

Ms. Boies announced that the free dental care event will be held on April 9<sup>th</sup> and 10<sup>th</sup>. About one thousand people are expected. The Community Services Department will have an information table at the event.

The deadline for the CMS Accountable Health Communities grant is May 18<sup>th</sup> and HSD has agreed to be a partner. Ms. Ochoa described how people visiting the ER more than twice in a year will be steered to "navigators" to direct them to services.

Santa Fe Opiate Safe (SOS), is looking for a coordinator. The Community Services Department participates in SOS and is providing partial funding for this, along with DOH.

#### **B. Other Matters from the Commission**

Commissioner Roberts stated the Prevention Alliance and SOS have worked hard to develop a workshop to be held May 7<sup>th</sup> at the Convention Center, with the goal of promoting medication-assisted treatment.

Dr. Johnson said 120 people are registered so far and the limit is 200. They are particularly interested in signing up physicians. Much of the focus will be on overdose prevention and Narcan.

Kathy Armijo-Etre announced April 16<sup>th</sup> will be National Healthcare Decision Day and CSV will have lectures at the hospital. The emphasis is on end of life issues.

### **IX. Future Agenda Items**

#### **A. Possible Agenda Items for Future Meetings**

The following topic was mentioned:

- Report on the Christus St. Vincent health assessment, with opportunity for input on priorities
- Report on the small working group's meeting on how the health care assistance fund can be used to further the *Health Action Plan*

### **X. Announcements**

- #### **A. Next HPPC meeting Friday, May 6, 2016, 9 am, Santa Fe County Community Services Department Conference Room, 2052 Galisteo Street, Santa Fe**

**XI. Adjournment**

This meeting was declared adjourned at approximately 10:46 a.m.

Approved by:

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Reena Szczepanski, Chair  
Health Policy & Planning Commission

Respectfully submitted by:

Debbie Doyle, Wordswork

# DRAFT

SUBJECT TO APPROVAL









Henry P. Roybal  
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:** Santa Fe Board of County Commissioners

**From:** Carole H. Jaramillo, Finance Division Director

**Via:** Katherine Miller, County Manager

**Date:** May 14, 2016

**Re:** *Financial report for the month ending 4/30/16*

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## **ISSUE:**

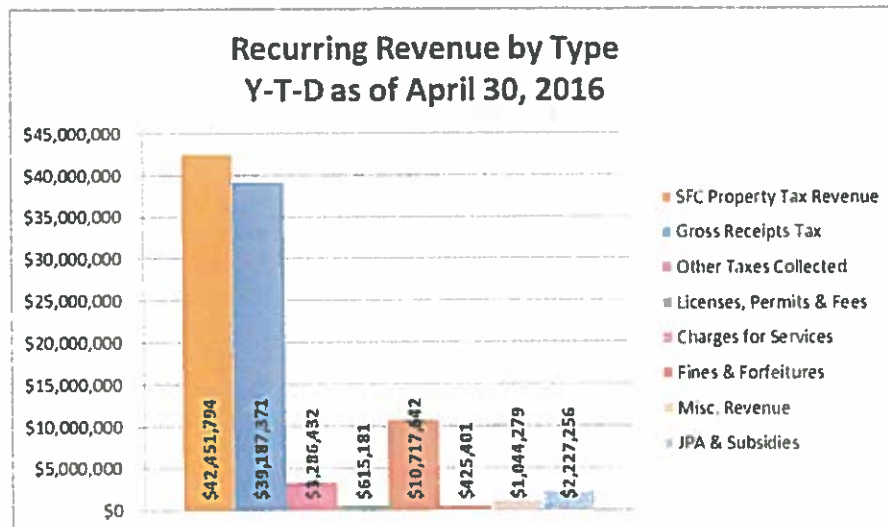
Presented herein, is a report summarizing the financial activities of the County fiscal year-to-date through the month ending April 30, 2016.

## **BACKGROUND:**

This report presents a comparison of recurring revenues and expenditures and highlights various capital expenditures which are non-recurring. Also highlighted are major sources of revenue: property taxes and gross receipts taxes, with year over year comparisons to fiscal year 2015.

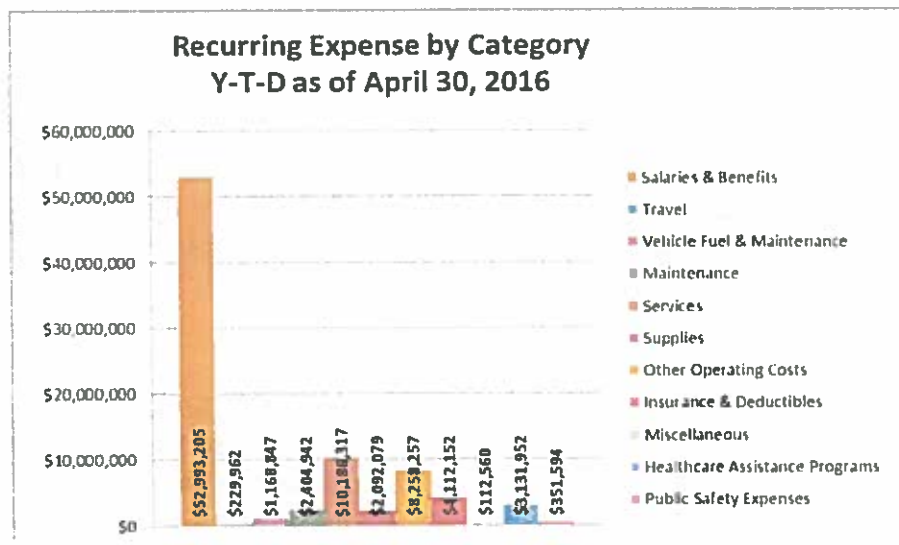
## **Recurring Revenue**

Through the month of April, the recurring revenues collected totaled \$100.0 million. The recurring revenue collections were \$1.4 million greater than the same period in fiscal year 2015 (excluding Hold Harmless Gross Receipts Tax collections of which began in September 2015). Excluding the HH GRT, collections of gross receipts taxes, in total, are higher than FY 2015 collections through April 30, 2015, by \$1.6 million, property taxes are higher by \$1.25 million, and other taxes are higher by \$0.1 million for that period. There were decreases in miscellaneous revenue (\$0.9 million) and JPAs and subsidies (\$0.7 million) during the same period. The Hold Harmless GRT, itself, has brought in \$2.85 million in addition to the above revenue amounts, but is restricted to use for capital and/or maintenance, thus does not assist with the support of most on-going operations.



### Recurring Expenses

Through the month of April, the recurring expenditures total \$85.0 million. This exceeds the prior year expenditures of \$81.3 million for the same period by \$3.7 million or 4.5%. This increase is primarily due to increases in salaries and benefits (\$0.4 million), services (\$1.6 million), other operating costs (\$0.3 million), healthcare assistance (\$0.5 million) and insurance and deductibles including judgments and settlements (\$1.0 million). There were also offsetting decreases in, vehicle fuel (\$0.4 million) and miscellaneous expenses (\$0.1 million). The chart below represents the amounts expended for the various categories of recurring expenses through April 30, 2016.

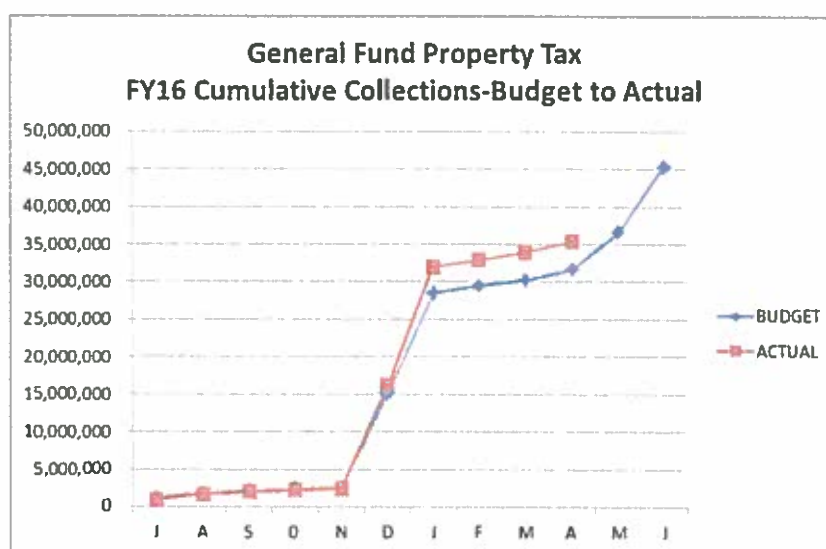


Through the month of April, 2016, recurring revenue exceeded recurring expenses by \$2.1 million. Typically expenditures will exceed revenue collections at the start of each fiscal and equalize mid-year as property taxes are collected. This condition is caused by the cyclic nature of property tax collections where the months following when tax bills are sent, and when payments are due, see the highest revenues. These are the months of December, January, May and June. This trend has held throughout FY 2016.

### Property Tax 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 property tax receipts would have a serious impact on various County operations. Property taxes are the primary source of revenue for the County's General Fund.

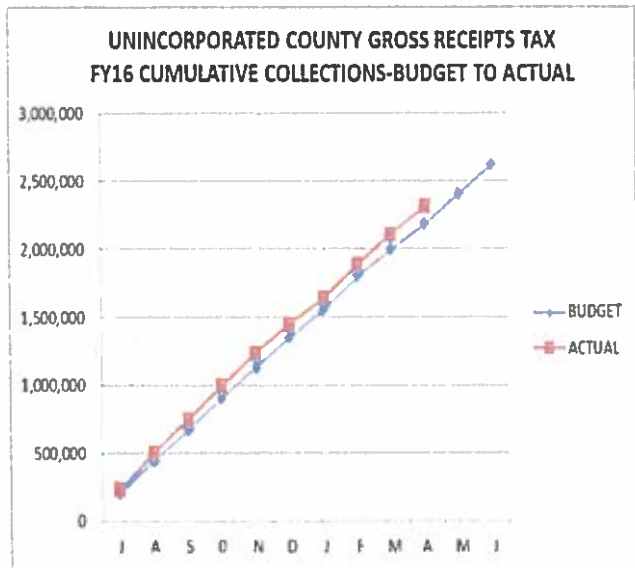
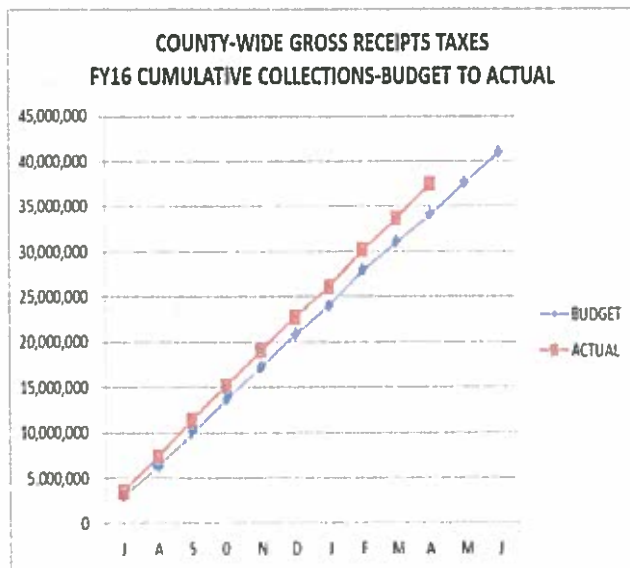
Actual property tax collections of \$35.4 million through the end of April were greater than the budget of \$31.2 million by \$3.7 (operational only). The collections are \$1.1 million greater than the prior year's collections for the same time period. It was anticipated that the first several months of the fiscal year would have fairly low property tax collections and then the months of December and January collections would be significantly higher. This prediction held true and is illustrated in the chart below. Property tax revenue for the months of July through October has declined over the last three fiscal years, while total property tax revenue overall has increased for those fiscal years.



### Gross Receipts Tax Revenue

The gross receipts taxes are estimated from trend data taking into account economic factors that impact various business activities such as construction, wholesale, retail and service sectors. Combined, both the county-wide and the unincorporated gross receipt tax revenue through April total \$39.8 million and is \$3.6 million more than the budgeted amount of \$36.2 million. Total year-to-date collections were above the collections of the prior year by \$4.4 million for the same time period of which \$2.9 is for Hold Harmless Gross Receipts Tax (HHGRT) which began receiving revenue in September 2015. Not including the HHGRT, gross receipts tax collections are \$1.5 million greater than the same period in FY 2015. These amounts exclude the Regional Transit District GRT which is passed through in its entirety to the North Central Regional Transit District. Fiscal year to date that tax has raised \$3.7 million.

The unincorporated GRT collections total \$2.3 million through the month of April and are \$132.9K above the budgeted amount of \$2.2 million. The collections are \$9K above the prior year collections. Combined Countywide and unincorporated GRT revenue is 12% above the same period in FY 2015.



### **Non-Recurring Expenditures**

Capital expenditures are considered non-recurring expenditures and may be funded by recurring or non-recurring sources. Non-recurring sources include bond proceeds, special appropriations, grants and cash balances from excess revenues of prior years. Recurring sources used for capital include the capital outlay gross receipts tax.

The following is a listing of some of the major capital expenditures incurred year-to-date through the month of April:

Pojoaque Little League Fields	\$522,300	Phase II Road Annexation	\$726,530
Romero Park Improvements	\$691,522	Quill Plant Improvements	\$190,040
Spruce Street	\$179,209	ECIA Trail Project	\$118,755
Ken & Patty Adams Sr. Ctr.	\$993,946	Rancho Alegre	\$222,367
Solid Waste Vehicles	\$320,330	Stanley Cyclone Center	\$1,723,406
Vista Redonda	\$371,885	Orthophotography Project	\$263,669
Thornton Ranch	\$244,020	Santa Fe River Greenway	\$506,377
Road Maintenance Vehicles/Equip	\$531,170	Sheriff's Vehicles	\$425,250
TL2N Waterline/Old SF Trl Multi	\$1,288,840	Eldo/Canoncito/SE Sector	\$183,967

### **Finance Division Activities**

The Budget Office and the County Manager's Office presented FY2017 budget recommendations to the BCC at a study session on May 10, 2016. The BCC approved these recommendations and the FY2017 Interim Budget will be finalized based upon the approved recommendations. A bond rating call was held on May 12, 2016 in anticipation of the upcoming general obligation and revenue bond issuances. A County's new bond rating will be secured prior to the scheduled general obligation bond issuance date of June 14, 2016.

**SUMMARY:**

In summary, Santa Fe County continues to enjoy a healthy financial position. Recurring revenue is above budget and recurring expenses are at anticipated levels for this stage of the fiscal year and there is adequate funding to support capital project priorities. There are no areas of concern for the fiscal year 2016 financial performance at this time. The Finance Division will closely monitor revenue collections as the State's economic outlook turns downward to ensure that the County can take swift action to address any negative changes.







