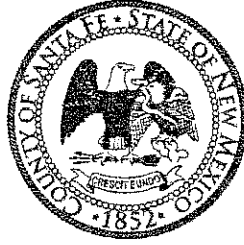


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Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

Date: June 14, 2017
To: Board of County Commissioners
From: Penny Ellis-Green, Growth Management Director *PEG*
Via: Katherine Miller, County Manager
Re: Growth Management Monthly Report May 2017

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

Planning Division

Affordable Housing

Staff is currently in the process of reviewing bids for a "Happy Roof" project for a home in the Glorieta area. Once the bids are reviewed and approved, staff will work with the homeowner to select a contractor and schedule the work.

Staff has assisted an Affordable Home owner to find a new buyer for their home as part of the affordable housing program. A new tier one Affordable buyer was found to purchase the home.

Open Space

Staff has coordinated with Projects Division staff to begin public outreach for the Arroyo Hondo Trail, the trail is currently at 60% design. Individual meetings have been arranged with Home Owners Associations in the area of the proposed new trail. A public meeting for the project is scheduled for June 8th, 2017 at the Rancho Viejo Fire Station at 5:30 pm.

Open Space staff met with staff from Pojoaque Pueblo on May 19th, 2017 to discuss the Thornton Ranch Open Space. Staff continues to reach out and attempt to schedule additional meetings with other tribal governments and agencies.

COLTPAC meeting was held on May 3rd and discussed coordination of the County Open Space Strategic Plan and discussed the TDR Program.

Food Policy Council

Staff attended the Food Policy Council Land Use subcommittee meeting on May 17th, 2017. Discussions at this meeting included the development of the Ag Clearinghouse, upcoming community open house meetings, and updates on the TDR program and Bank.

Staff provided updates at the Food Policy Council meeting on May 25th, 2017, regarding progress made on the TDR Program and Bank, and Agriculture initiatives including the development of the Ag Clearinghouse. The SFFPC also discussed the potential for a Food Day event in October.

Agriculture & Ranching Implementation Plan

On May 24th, 2017, staff conducted a site visit to the Taos County Economic Development Corporation (TCEDC) to learn about their agriculture and ranching programs and discuss opportunities for collaboration including the TCEDC Mobile Matanza and food certification programs.

Staff met with the Santa Fe Farmers Market Institute to discuss collaboration opportunities on May 19th, 2017.

Staff conducted a site visit to an agricultural property with a vineyard in Pojoaque to conduct outreach and for the Agricultural Story Map on May 5th, 2017.

Transfer of Development Rights

Staff presented an update on the TDR program and Bank and the Agriculture initiatives at the COLTPAC meeting on May 3rd, 2017.

The TDR Bank Committee met in May to discuss TDR Bank criteria development.

Staff conducted a TDR Qualification site visit in La Cienega and completed 2 draft TDR Qualification reports.

Staff presented an update on the Agriculture and Ranching Implementation Plan, Transfer of Development Rights Program and Bank to the BCC on May 2nd, 2017.

Transportation

The 2018 Santa Fe County Transit Plan was presented and adopted by the BCC at the May 9th, 2017, meeting. The BCC Resolution (2017-51) included requests that NCRTD examine the feasibility of transit service in the Glorieta area and increase transit service along the NM 14 corridor. Resolution 2017-51 and the 2018 Transit Plan were forwarded to NCRTD.

Signed NMDOT TAP grant award forms were forwarded to NMDOT. The TAP grant awards were for the Arroyo Hondo Trail (AHT), Phase IV and Rail Trail Segment 5, construction for both projects will be in FY 2018.

SFMPO

The May 25th Policy Board meeting was canceled. Staff attended the May 15th and May 22nd Technical Coordinating Committee (TCC) meetings. Issues discussed at the TCC meetings included:

- The TCC met on May 15th, 2017, and it was announced that NMDOT does not have funds for any new projects in the MPO. The County had submitted potential projects in response to an earlier MPO/NMDOT announcement that new funding in FY 2023 was anticipated for projects. Of the County submitted projects, NMDOT response were:
 - 1) NM 599/Via Veteranos interchange: NMDOT does not have funds to program this project at this time. Results from the study which is updating the 2010 NM/599 Corridor improvements recommendation are due in December and pending that study's results, NMDOT may evaluate funding at that time for 2024 funding.
 - 2) Rabbit Road safety study and safety improvements: NMDOT recommended the County apply for Road Safety funds for a Road Safety Audit (RSA) and recommended improvements. The next available cycle would be in 1-2 years. NMDOT noted there is a backlog of recommended projects from completed RSA's that are waiting for availability of Road Safety funds.
 - 3) Avenida Del Sur West extension: NMDOT recommended the County conduct a Phase A and B Corridor study.
 - 4) Rancho Viejo Bike Lanes: NMDOT recommended the County apply for the next TAP grant cycle in 1-2 years. The project also qualifies for Congestion, Mitigation and Air Quality (CMAQ) funding if those funds become available.
 - 5) Los Suenos Trail Extension: The MPO did not carry this project forward in the initial MPO ranking. The MPO advised this project does not qualify for federal funding as it is a local road and does not connect with any major roads.

Note: The Richards Ave. Bike Lane project was not carried forward in the MPO ranking at the request of County staff. Public Works noted the need for more scoping work and possible ROW considerations.

- At the May 22nd TCC meeting, the re-advertisement of Amendment # 6 to the Transportation Improvement Program (TIP) was approved. Amendment #6 had to be re-advertised due to late changes by NMDOT. The NMDOT revisions included changes in funding and changing of the years for St. Michaels Dr. corridor projects and the addition of \$5,000,000 to the St. Michaels/St. Francis interchange project in the year 2022.

NCRTD:

Staff attended the May 5th, 2017, NCRTD Board of Directors Meeting. Issues discussed at the meeting included:

- NCRTD discussed and approved the preliminary FY 2018 budget. Final FY 2018 budget approval is scheduled for the June 2nd, 2017, meeting. The preliminary FY 2018 budget includes continuing service for the La Cienega route that started as a 6-month Pilot route in 2016, and year round service for the Mountain Trail Route. Mountain Trail match amounts requested from the County, City, Rio Metro Regional Transit, and the Santa Fe Ski Basin for FY 2018 are the same as those for FY 2017. For Santa Fe County the amount is \$25,172 (This sum has been included in the draft FY 2018 Santa Fe County Budget.)

- NCRTD approved a resolution to request that each of the four participating counties place a question on their respective November 2018 general election ballots to ask voters to remove the 2023 sunset date for the 1/8 % Transit Gross Receipts Tax (GRT). The NCRTD is requesting the question on the 2018 ballot because if it fails in 2018, they could bring it back for voter consideration in 2020 and 2022. Although there have been some preliminary discussions on the pros/cons of an increase in the transit Tax GRT, NCRTD has not adopted any policies seeking a possible increase in the Transit GRT. The request to the Counties is only to place the question of removing the 2023 sunset provision on their Nov. 2018 ballots.

Community Planning

Staff presented the final draft of the Galisteo Community Plan Update, Village Center Action Plan, and Revitalization Plan to the Board on May 2nd, 2017. The Board unanimously approved a Resolution to adopt the Galisteo Community Plan Amendment.

Staff conducted four community open house meetings in the four GMAs to present and dialogue with communities regarding Planning initiatives including the CO/RO program, Agricultural Initiatives, the TDR bank and program, Open Space and Trails program, Affordable Housing, Transportation, and the County Infrastructure and Capital Improvement Plan (ICIP). Meetings included May 16 in La Cienega, May 18 in Eldorado, May 23 in Edgewood, and May 25 in Nambe. An additional meeting was held on May 31st in Chimayo with a specific focus on agriculture.

Three staff members attended the National APA Planning Conference on May 5-9, 2017 and attended many sessions relating to affordable housing, land conservation, capital improvement planning, management, agriculture and parks and open space.

The La Bajada Community request to initiate a community planning process was unanimously approved by the BCC on May 30th, 2017. Staff is coordinating with the La Bajada community to establish a scope and schedule for the La Bajada Community Plan.

Community Organizations and Registered Organizations

The Agua Fria Community Water System Association became an RO in May.

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

Economic Development Division

The REDI Net (fiber optic broadband) Board of Directors met in May and discussed the following::

- Hired a new operations manager, Eric Moores, he starts June 5th;
- Entered into a contract with Jaramillo Accounting Group, LLC, for an audit over the past 6-years - the time NCNMEDD was the fiscal agent of REDI Net;
- Leased office and warehouse space in the Pojoaque Industrial Park for two years;
- Discussed and took action on several policies related to customer oriented items, such as late payments, renegotiated service level agreements, rates for transport, etc.;
- Discussion about connections to the McCurdy Schools, Khapo School, Millennium and Ohkay Owingeh.

The Outside Bike & Brew event occurred May 19 and 20 with the Santa Fe Century on May 21st. Economic Development and the County Manager's Office met several attendees and passers-by promoting activities in the County.

The economic development staff traveled to Keystone, Colorado (west of Denver) May 21-25 for the Mountain Connect Broadband Development Conference. Much was learned from this conference and several companies are interested in providing hardware to help Santa Fe County grow a broadband network. Some of these companies are making arrangements to present to the REDI Net board as well.

Santa Fe County now has a contract with Crestino, LLC, to examine the current state of broadband service, develop a policy regarding broadband in Santa Fe County and devise how best to implement broadband to unserved or under-served areas.

Economic Development and the County Manager's Office are working on hosting Darley Newman of Equitrekking and Travels with Darley, to film episodes of Santa Fe County. These episodes are broadcast on PBS, AOL and MSN. Darley Newman films travel/adventure shows world-wide and wants to focus on the County and parts of northern New Mexico.

The Regional Development Corporation (RDC) Venture Assistance Fund (VAF) reviewed 54 applications for start-up or fledgling companies in northern New Mexico. Six of the applicants were awarded a total of \$309,000 - 3 were in the City of Santa Fe, 1 in SFC, 1 in RAC and 1 in SMC.

North Central New Mexico Economic Development Department (NCNMEDD) held a general meeting for its members on May 19, 2017. Presentations were made by the NMEDD on the Job Training Incentive Program (JTIP) and the Local Economic Development Act (LEDA) funding. There is approximately \$14 million available.

Building and Development Services Division

Permits and Development Review

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

	May 2017
New Residential Permits - Stick Built Homes	17
New Residential Permits - Manufactured Homes	6
Commercial Building Permits	9
Number of Lots Created - Major Subdivision	0 Lots
Minor Subdivisions	2 Lots
Exemptions	2 Lots
Commercial Business Licenses	1
Home Occupations No Impact	7
Home Occupations Low Impact	0
Film Permits	1

Code Enforcement

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

	May 2017
Number of Initial Notices of Violation Issued	23
Number of Final Notices of Violation Issued	4
Number of Notices of Violation resolved without court action	12

GIS Division

E911 Addressing

In May Addressing staff inspected 400 addresses and replaced 127 rural address postings. Both Technicians also assisted County Open Space staff and Wildfire Management staff with data collection in the Ortiz Mountains. Both Technicians also completed the CPR training class – a key skill for our field personnel in making the County a safer & healthier place.

The **GIS Division** prepared 92 development permit screening forms & maps which triggered 16 archeological screenings.

The acquisition of the critically needed security certificate, for web services and disconnected editing, was completed and deployed. This will now pave the way for deployment and implementation of these two primary goals for the GIS Division in FY2017.

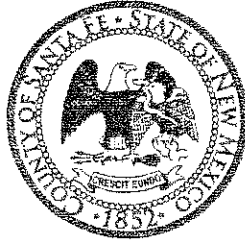
Final submittal to the US Census Bureau was made in order to file the objection to County Boundary change that was discovered during the 2017 review Boundary and Annexation Survey (BAS).



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County Manager

Pablo Sedillo, III
Public Safety Director

To: Santa Fe County Board of County Commissioners
From: Pablo Sedillo, III
Public Safety Department Director
Via: Katherine Miller
County Manager
Date: June 27, 2017
Re: SFC Public Safety Department Monthly Report for May 2017

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

CORRECTIONS DEPARTMENT

Adult Detention Facility (ADF)

- The Santa Fe County Adult Detention Facility had 674 intakes and 660 releases for the month of May 2017.
- Ahead of schedule on completion plan and expected timeline for X Jail Management project.
- Review of institutional Policy updates and enhanced detail to specialized and otherwise high priority areas within the facility taking place.
- In celebration of National Correctional Officers, Teachers and Nurses week, staff was recognized for their contribution and continued willingness to be part of a team that works hard daily to ensure the safety and security of the facility and the community is maintained.
- Assessing and revamping training curriculum for the academy which includes different experienced department heads having an active role.
- Assessing and conducting training with security staff regarding emergency preparedness, facility integrity inspections, and plan of action for emergency instances involving safety and security.

Electronic Monitoring Program

- Providing services to 381 clients.
- There were 31 successful releases for May.
- Clients Financial Obligation – Paying - 19%, Waived - 0%, Unemployed - 74%, Out of County - 7%.

Youth Development Program (YDP)

- May 8 through May 12 was Corrections Appreciation Week. This included bratwurst, breakfast burritos and other meals being made and give to staff at Adult and Youth Development.
- The Espanola Wildlife Center brought in and presented a bald eagle at the Youth Development Program on May 10, 2017.
- The Adult Detention Cadets had classroom training at the Youth Development Program's Day Reporting room. They utilized the room from May 16 – May 25.
- On May 27, 2017, The Life Skills Worker II and Life Skills Worker I positions closed.

May 2017

Intakes	33
Releases	27
Male Intakes	28
Female Intakes	5
Average Daily Population	13

FIRE DEPARTMENT

Administration, Facilities, Fleet

- The Department's FY 2018 budget received BCC approval. All year-end requisitions were completed prior to the Purchasing deadline at the end of May.
- Completed vehicle and equipment acquisitions necessary to complete the FY2017 NM Fire Council Grant process prior to the grant deadline of May 15th. This was an excellent team effort by the Administrative Division, Fleet (in particular Fleet Manager Dennis Patty), and the volunteer Districts.
- Two new Fire Prevention vehicles were placed into service.
- Initiated a parking lot paving project at Stanley Station 1, and we're moving forward with the construction of a new portal for the station's main entrance. These projects are being completed using District Fire Protection funds and will enhance the appearance and usability of the facility.
- Completed the installation of a new roof at Galisteo Station1. The re-bid process for the construction of a new apparatus bay at this facility was coordinated with the Purchasing Division.
- Initiated station facility upgrades for Turquoise Trail Station 2 and Edgewood Station 2. These projects will be funded with Hold Harmless revenue, and will be completed in FY 2018.
- Tesuque Rescue Truck was damaged due to an engine compartment fire. Minor damage and smoke contamination of Tesuque Fire Station 1. The damage to the station has been mitigated, and we're working on a replacement vehicle for the District.
- Work continues with Motiva Corporation on the Senior Services and Fire Mobile Integrated Health Pilot Project.
- The Department is participating in the Federal Engineering Radio System assessment in collaboration with the City of Santa Fe and other County departments.
- Ambulance revenue collected for the month totaled \$101,188. The amount collected year to date exceeds the amount budgeted for FY 2017.

Operations and Training

Emergency Responses/726 total - 167 Fires and 559 EMS

- Another busy month for emergency response activities. The overall emergency response volume for the first five months of 2017 exceeds the same period in 2016 by 1,197 calls for service.

- Preparations continue for the start of our 2017 career firefighter cadet academy. The Academy is scheduled to start on June 12th.
- Shift Training Captains continue to expand delivery of fire and EMS training to regional staff and volunteers. They successfully completed training drills for career staff on ladders and vehicle extrication, and on Self Contained Breathing Apparatus (SCBA) for volunteer staff. They are also working on revising training protocols and guidelines.
- The Department's two Paramedic students are participating in field internships at SFFD. These internships are the final paramedic program steps prior to final testing. Graduation is scheduled for the end of June at the Santa Fe Community College.
- The Southern Region EMT refresher training class was held at the Edgewood main station. Additional refresher classes are scheduled for the central and northern regions during the summer months.
- The Battalion Chiefs have picked up some of the workload of the Operations Division due to the retirement of Assistant Chief Velarde. We have selected Battalion Chief Bobby Montoya as the next Assistant Chief of Operations. He is scheduled to start in June. His current position will then be advertised to field staff.

Fire Prevention and Wildland

- Business registrations – 5
- Development Reviews and Adjustments – 34
- Plan review site visits - 33
- Evacuation Drills - 0
- Burn Permits – 14
- School and business inspections – 2
- Hydrant Inspections and testing – 4
- Knox Box installations – 3
- Pre-school/School fire and injury prevention presentations/Health Fair – 2
- Prevention trainings – 12
- Acres burned in county – 1.1
- Wildland Fire responses – 4
- RX and RMP fires – 3
- Fuel mitigation activities – 1 acre
- County wildland crew (Black Canyon) staffed and equipped

Volunteer Recruitment and Retention

- New member applications recruited and approved - 3 (YTD 30)
- Coordinated psychological exams for upcoming cadet academy.
- Instructor for the Fire Officer 1 class for new and future volunteer District Officers.
- Attended the International Association of Fire Chiefs Volunteer Firefighter Symposium and met with their Workforce Solutions staff to continue to analyze recruitment and retention needs for SFCFD (grant funded).
- Assisting individual Fire Districts with volunteer recruitment and retention efforts.

Emergency Management

- Presented the Ready, Set, Go! Program for wildfire preparation and evacuation to the 285 Alliance group. Very well attended meeting.
- Participated in a FEMA Region 6 conference call to address final issues with the Santa Fe County Mitigation Plan approval process.
- The first draft of a Santa Fe County Recovery Plan has been completed.
- Attended the Texas Extension Service Sport and Special Event Panning Course held at the Bernalillo County Office of Emergency Management.
- Chief Vigil conducted a workplace fire response and evacuation training for 25 staff from the NM Department of Homeland Security and Emergency Management.
- EM staff attended an East Mountain Wildfire planning meeting.
- Chief Vigil and Fire Marshal Blay attended a Hazardous Materials IC Training class in College Station, Texas.
- Completed spend down of the WIPP Haz Mat grant program; the program will no longer approve the carryover of funds between fiscal years.
- Took delivery of a new radio communications portable trailer that can be deployed as a backup in the event of a repeater failure in our emergency communications system.
- Operational readiness checks for all Emergency Management deployable resources. A full program inventory has been completed.
- Conducted monthly Technical Rescue Team Training.

RECC

• Operations

- Total Telephone Calls Handled (incoming and outgoing)
 - May 30,060
- Total calls Received via 911
 - May – 6,528
- County calls requiring response agency dispatch
 - May – 7,653
- City calls requiring response agency dispatch
 - May – 12, 790
- Town of Edgewood calls requiring response agency dispatch
 - May - 900

• Staffing

- Vacancies - 6 Trainee positions

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

