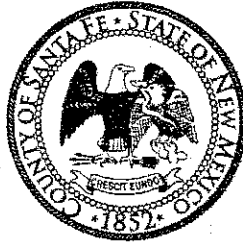


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

Date: August 15, 2018
To: Board of County Commissioners
From: Penny Ellis-Green, Growth Management Director *PEG*
Via: Katherine Miller, County Manager
Re: Growth Management Monthly Report July 2018

This report is a summary of projects for Growth Management with statistics from July 2018. Growth Management consists of 4 divisions; Planning, Economic Development, GIS and Building and Development Services.

Planning Division

Affordable Housing

Staff processed two subordination agreements for the mortgage refinancing of two affordable units. One home was in the La Pradera subdivision and the other was in the Rancho Viejo subdivision.

On July 27, 2018 staff met with the Down Payment Assistance Committee to review a pending application. The application was approved for \$20,000.00 in financial assistance. The home is located in the Oshara subdivision.

Staff met with a homeowner and discussed the possible foreclosure of an affordable unit, staff assisted the homeowner in generating a budget and hardship letter to provide to the lender.

Staff reviewed one application for Happy Roofs and assisted the homeowner obtain the proper documentation for the application packet, the home is located on Camino Vista Aurora in the Agua Fria Village area.

Open Space

COLTPAC met on July 11, 2018 and had an update of resource management activities from the OS Resource Management Specialist and the OS Maintenance Crew.

Planning staff kicked off the Ortiz Mountains Open Space Forest Health Assessment contract which involves coordination with Wildland Fire, Open Space Maintenance and outside agencies, including the Santa Fe Conservation Trust. This contract includes developing a forest treatment to mitigate fire hazard, and enhance wildlife habitat conditions. Treatment work should begin in winter.

Staff attended the SFNF Plan Revision Open House on June 19, 2018. This is an ongoing effort that OS staff will continue to be involved in as the forest plan is developed and finalized.

Staff attended the Greater Santa Fe Regional Trail Planning organization meeting on June 25, 2018. This is a newly forming group of agencies, including Santa Fe National Forest, City of Santa Fe, BLM, as well as user groups to develop a coordinated approach to trail planning and development around Santa Fe County.

Staff initiated citizen science work at Lamy Open Space in July. Staff is working with neighbors in the Lamy community to develop a wildlife species monitoring protocol for the property. This involves regular visitation of the property, and identification and documentation of species seen.

Staff assessed trails after historic flooding in July. Trails that sustained damage include Santa Fe River Trail, Santa Fe Rail Trail, El Camino Real Trail, and Little Tesuque Creek. Damage ranged from trail incision to major debris deposition to undercutting of structures. Open Space maintenance has addressed the major safety issues on each of these trail, but additional maintenance still needs to be do in order for the trails to be more resilient to additional floods in the future.

Staff worked with the fire crew to implement forest thinning at Talaya Hill Open Space in July.

Staff began compiling information for numerous natural resource management projects for FY19 including: frog habitat improvement at Los Potrerros, Pinyon Jay habitat research at Thornton Ranch, wildflower plantings for pollinators, and other similar projects in July.

Staff continued collaborative work on pinon-juniper bird monitoring with the NM Avian Conservation Partners.

Staff conducted annual conservation easement monitoring at La Piedra Open Space with the Santa Fe Conservation Trust on July 17, 2018.

Santa Fe Food Policy Council (SFPCC)

Staff attended the land use subcommittee meeting on July 19, 2018 and presented the draft layout for the AgriGate web design.

Agriculture & Ranching Implementation Plan

Staff conducted site visits with local growers on July 3 and July 5, 2018 to build information for the AgriGate.

Staff presented the AgriGate film to the food production/land use subcommittee of the SFFPC on July 19, 2018.

The Edgewood Senior Center Hoop House construction day was held on July 12, 2018. Over 20 community members participated and constructed a hoop house and several raised beds for the garden.

Staff conducted a site visit and assessment of ditch stability for Los Potrerros on July 31, 2018, in coordination with the development of the Acequia Revitalization Project – Best Management Practices (ARP - BMPs).

Community Planning

Staff facilitated meetings with the San Marcos District Planning Committee on July 25th, 2018 continuing the public process of creating a District Plan Update. The group revised the District Mission Statement and held a conversation about overlay zones. The Committee always reviews the importance of an open, democratic process and continues to attract new members. Between 18 and 25 people usually attend these meetings.

Community Organizations and Registered Organizations

Staff met with various individuals interested in the options of getting involved with the CO/RO program.

Transfer of Development Rights (TDRs)

Staff conducted a site visit to a property for TDR qualification on July 12, 2018. Staff is drafting the TDR qualification report for this property, which is located adjacent to Hwy 14.

Transportation

On July 13, 2018 staff from the Planning Division met with the Tesuque Valley Community Association. Staff received comments from the community association regarding safety and erosion of Bishop's Lodge Road. A transportation study on the County's segment of road is being considered for the next step to inform some incremental transportation safety, erosion, and transportation-mode equity improvements, this could address multi-modal transportation safety, speed regulation, Tesuque Creek/ Bishop's Lodge Road erosion management and any outstanding legal access/ right-of way issues for the corridor.

On July 31, 2018 the BCC approved an Ordinance for the County Regional Transit Gross Receipts Tax Reauthorization Election and an Ordinance amending the delayed repeal of the County Regional Transit Gross Receipts Tax and Reauthorizing the Tax.

NCRTD

The July 6, 2018 Board meeting of the North Central Regional Transit District (NCRTD) was cancelled. The 'Mountain Trail' route 255 went back into service as of July 14, 2018 as the Santa Fe National Forest was re-opened on July 9, 2018.

NPRTPO

The July meeting of the Northern Pueblos Regional Transportation Planning Organization (NPRTPO) was cancelled for recess.

MRRTPO

The Mid-Region Regional Transportation Planning Organization (MRRTPO) did not meet in July. The next meeting will be in August.

MPO

The Santa Fe Metropolitan Planning Organization (MMPO) Transportation Policy Board (TPB) did not meet in July 2018.

The Santa Fe MMPO Regional Trails Coordination group met on July 18, 2018. Items discussed included:

The MPO's interactive Master Plan web-portal, which is under development. The interactive Master Plan will include existing and proposed transportation assets including roads, bikeways and trails. The portal could also include a public-facing wall, where MPO residents could interact with the infrastructure planning and make recommendations and comments.

The Santa Fe MPO Technical Coordinating Committee (TCC) met On July 23, 2018. Items discussed included:

- Amendment 4 of the FFY 2018-23 TIP, including two new projects (a Southside Transit Center and an Arroyo De Los Chamisos Crossing Study) and two project amendments (Agua Fria/Cottonwood roundabout and Guadalupe St. improvements).
- The MPO also reported on TIP project updates. CMAQ funding is becoming available since ABQ is now in air quality attainment. CMAQ grant funding will likely have an application schedule similar to the TAP schedule- applications due to NMDOT by November 1, 2018.

Capital Improvement Plan and ICIP Plan

Staff presented a draft Infrastructure and Capital Improvement Plan (ICIP) to the Board and heard public comments on the plan. The Board approved the final draft of the ICIP for submission to the New Mexico Department of Finance and Administration at the July 31, 2018 BCC meeting.

Staff received direction from the Board to prepare an application for a CDBG Economic Development Grant to support United Way of Santa Fe County's Early Learning Center at the July 31, 2018 BCC meeting.

Economic Development Division

There was not a board meeting for the Northern Rio Grande National Heritage Area (NRGNHA) in July. The next board meeting has not been scheduled yet.

There was a board meeting for the North Central New Mexico Economic Development District (NCNMEDD) on July 20th. Topics discussed included the adoption of the 2018-2019 budget, discussion of an incentive pay plan for employees of NCNMEDD, amending the Area Plan for the Agency on Aging and the adoption of a Resolution regarding bank account collateralization. The next board meeting will be September 21st.

There were two meetings of the REDI Net board in the month of July. Discussion for the First meeting (July 12th) focused on being a "test-bed" for a new product generated by 3M and Corning – an on the street application of a fiber cable that is covered by a 4" wide rubber tape that adheres to the pavement. This product would reduce the cost of expansion of the network from about \$80/foot to about \$5/foot. Discussion at the July 26th meeting concerned moving the REDI Net offices and operation center to a new location within an existing building on Highway 76 in Rio Arriba County.

There was not a board meeting for the Estancia Valley Economic Development Association (EVEDA) in the month of July. The next board meeting will be September 14th.

Staff helped organize and attended a New Mexico IDEA meeting (an organization of Industrial and Economic Development professionals) July 16th and 17th at the National Heritage Area Center in Alcalde.

The economic development staff accompanied the NM Partnership (a non-profit economic development organization that is tied to and funded by NMEDD) to the Outdoor Retailer Show in Denver, CO, July 23rd-July 26th. This is a trade show where manufactures of outdoor equipment bring their product lines and take orders from retailers. The NM Partnership's focus is to talk with the manufacturers about re/locating or to open a distribution center in New Mexico. About 120 companies were visited and several solid leads were made.

Building and Development Services Division

Permits and Development Review

The following statistics are provided for permits and approvals issued in July 2018:

	July 2018
New Residential Permits - Stick Built Homes	20
New Residential Permits - Manufactured Homes	3
Commercial Building Permits	
District 1	1
District 2	1
District 3	0
District 4	1
District 5	0
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	5 Lots
Exemptions	0 Lots
Commercial Business Licenses	0
Home Occupations No Impact	1
Home Occupations Low Impact	0
Film Permits	3

Code Enforcement

The following statistics are provided for code enforcement actions in July 2018:

	July 2018
Number of Initial Notices of Violation Issued	28
Number of Final Notices of Violation Issued	3
Number of Notices of Violation resolved without court action	16

GIS Division

E911 Addressing

The GPS Field Technician continued to handle ongoing constituent requests for address and road sign postings and continued to assist the Division with development permit screenings. The GPS Field Technician assisted Planning and Open Space staff with GPS work.

GIS

Staff provided 137 Address Verifications to County residents and provided 74 development permit screening forms and maps which triggered 26 archeological screenings.

The GIS Analyst submitted the final updated address dataset to the U.S. Census Bureau Local Update of Census Addresses (LUCA) Program. This project entailed reviewing approximately 40,600 addresses. 2,335 addresses were edited or added to improve Census Bureau data. This project was an essential first step in preparation for the upcoming Decennial Census in 2020.

Two new web based interactive maps were developed: the Open Space Habitat Types for Planning Division staff internal use, and the Veteran's Exemptions for Assessor's staff internal use.

Final contract negotiations occurred for the Mobile Application Services vendor, who will be undertaking the update and improvement of the popular Santa Fe County Trails mobile application in addition to possible development of new mobile applications.

The Division also provided support to IT Division staff that are building and testing a prototype Work Order System for Public Works Department.

Project kick off occurred with the UNM Earth Data Analysis Center to classify vegetation countywide from 2014 satellite imagery and the County's 2014 LiDAR dataset. This effort will support the Fire Department's revision to their Wildland Urban Interface Code by updating and refining assessments of wildfire risk levels, a key component of the recently adopted Santa Fe County Strategic Plan.

