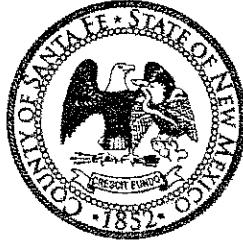


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Commissioner, District 1

**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:** July 12, 2017  
**To:** Board of County Commissioners  
**From:** Penny Ellis-Green, Growth Management Director *PEG*  
**Via:** Katherine Miller, County Manager *KM 7.17.17*  
**Re:** Growth Management Monthly Report June 2017

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

#### **Planning Division**

##### **Affordable Housing**

Staff coordinated with Procurement to process a bid for roof repair for a low income household in the Glorieta area as part of the Happy Roof program. And have initiated another request for bids for a Happy Roof project in the Eldorado area.

Staff assisted an affordable home owner to find a new buyer for their home in Oshara Village as part of the Affordable Housing program, the sale transaction closed in June.

Staff coordinated two down-payment assistance grants for \$20,000 each. The grant recipients were two families, both in tier one and the new homes are located in Oshara Village.

##### **Open Space**

Staff gave a presentation regarding the Thornton Ranch Open Space planning process at the Galisteo Basin Archaeological Sites Protection Act Working Group meeting on June 6, 2017 at San Ildefonso Pueblo.

Staff, Commissioners Hamilton and Moreno and Deputy County Manager Flores attended a tribal council meeting at Cochiti Pueblo to present the County's Thornton Ranch Open Space planning process on June 20, 2017.

Staff assisted in the solicitations and selection of consultants for the following:

- To implement the La Cieneguilla, Los Potreros and San Pedro Open Space Management Plans which includes developing riparian and grassland management plans and training for staff in riparian and grassland management.
- To develop Best Management Practices for Open Space properties.
- To develop forest health evaluations and prescriptions for Open Space properties.
- To implement the Los Potreros Open Space Management Plan by developing an irrigation system design for the property.
- To develop a Management and Stewardship Plan for the Santa Fe Rail Trail.

### **Food Policy Council**

Staff continued to work with Food Policy Council members to develop a program and structure for a Food Day Event to be held in October which will highlight agricultural resources in the County, community member stories about agriculture, networking opportunity for local food producers and buyers, and other work that the County has done through the Agriculture and Ranching implementation Plan.

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

Staff conducted a site visit to the Agua Fria Community Farm on June 9, 2017, to learn about their farm operations and discuss opportunities for how the County Agricultural initiatives may help support the organization's efforts.

Staff conducted a site visit to La Cienega on June 9, 2017, for outreach regarding the agricultural clearinghouse initiative which is a web-based platform designed to serve as a hub of information relating to agriculture production, buyers, resources, and heritage in the County.

Staff assisted in the solicitations and selection of consultants for the following:

- Graphic design and production of the Ag. Resource Inventory project for inclusion in the agriculture clearinghouse.
- Continued on-going outreach for the Ag Resource Inventory project.

### **Community Planning**

Staff held an initial meeting with the San Marcos community to gauge interest in initiating a Community Plan Update process; the group decided they would like to work with the County and is in the processing of submitting a letter of interest to the BCC to request their approval.

The Planning Division is working with two summer interns who are working on tasks and research on open space best management practices and agriculture and local food systems.

Planning staff attended a full day Adobe Illustrator training to build skills in graphic information and display for upcoming projects.

Planning staff continued to assist in the 2017 CDBG grant application process with two presentations to the BCC on June 13 and June 27, 2017.

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

The Agua Fria Village Association became a CO and the Stop Hunt Power Line group became a RO in June.

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

### **Transfer of Development Rights**

The TDR Bank application period was open from June 1- June 30th, 2017. Staff received 6 applications from property owners qualified through the TDR program for consideration by the TDR Bank.

Staff completed 4 TDR Qualification reports and posted 6 Qualified TDRs on the TDR Exchange

Staff conducted TDR Qualification site visits in La Cienega, Los Cerrillos and off of NM 14 in June.

### **Transportation**

The Santa Fe County ADA Self Evaluation and Inventory was presented to the BCC on June 27, 2017 and was subsequently submitted to NMDOT on June 28, 2017.

Staff attended the June 21, 2017 NMDOT TAP meeting for grant recipients where required activities and dates for project implementation were presented and discussed.

Staff attended the Northern Pueblos and the Mid Region Regional Transportation Organization meetings. Updates on regional projects were presented and NMDOT announced they are working on an updated local Government handbook which includes grant applications and processes. Mid Region Council of Governments staff gave a presentation on its traffic counting program for the region.

### **SFMPO**

Staff attended the June Technical Coordinating Committee (TCC) meeting and Policy Board meetings. Issues discussed at the meeting included the following:

- The new 2018-2023 MPO Transportation Improvement Program (TIP) was adopted by the MPO Policy Board. The 2018-2023 TIP includes the Arroyo Hondo Phase IV and the Rail Trail Segment 5 multiuse trail projects. Both of these projects are receiving federal TAP grant funds for construction in year 2018. The Arroyo Hondo project is \$1,450,000 (\$1,238,880 TAP funds; \$211,120 Santa Fe County match). The Rail Trail project is \$455,363 (\$389,062 TAP funds; \$66,301 Santa Fe County match).
- The new MPO TIP also includes the consolidation of previously listed St. Michaels corridor projects into one overall project and the addition of \$5,000,000 federal funds to the St. Michaels/St. Francis interchange project in year 2022 for a total of \$11,302,000.

**NCRTD:**

Staff attended the June NCRTD Board of Directors Meeting. Issues discussed at the meeting included the following:

- NCRTD discussed and approved the final FY 2018 budget, Capital Investment Plan, and Long Term Strategic Financial Plan.
- NCRTD approved a resolution authorizing staff to submit FY 2018 grant applications for Federal Transit Authority Grant programs for capital and operation assistance. One of the applications will be for the construction of a maintenance facility complex adjacent to NCRTD offices.

**Economic Development Division**

The Outside Bike & Brew Fest was held in May 18-21, an associated economic analysis report was submitted in June which shows that it was a huge success. Attendance was up 48% from last year – 5,517 in 2016 to 8,139 in 2017. Attendees at the 2017 fest spent \$838,165 on direct purchases, generating \$86,134 in total tax revenues; \$16,462 of that sum was lodger’s tax. Direct and indirect spending generated a total economic impact of \$1,181,812.

The REDI Net (fiber optic broadband) Board of Directors hired a general manager as the first staff member on June 5<sup>th</sup> and his charge is to take over from the board in administering the network. He is learning about what assets of REDI Net exist within the County and if they can be readily used to bring enhanced broadband service to County buildings.

The ACCT has finished their work and associated report which was then presented to the BCC in July.

Economic Development staff attended a familiarization tour (FAM) hosted by the New Mexico Partnership. The FAM consisted of 3 company location experts from Boston, San Francisco and Denver. They all spoke highly of the area and thought they knew of companies that could relocate to Santa Fe County and surrounding areas.

Northern Rio Grande National Heritage Area (NRGNHA) Board of Directors met June 29, 2017. The “Center”, the former Oate Visitor’s Center, will have a grand opening on Saturday, August 5<sup>th</sup> with events starting at 8:30am and end at 8:00 pm. There is also a “Las Historias” conference October 12-14 that focuses on the Hispanic and Native American cultures during the Manhattan Project at Los Alamos. The other big item of discussion was the new Heritage Area logo.

The Estancia Valley Economic Development Association (EVEDA) had a board meeting June 30<sup>th</sup> and much discussion focused of the new First Choice Health Facility that will be built in Edgewood, the County has put in \$3 million of CIP towards its construction (estimated at a total of \$7.5 million). Edgewood is also getting its first brewery and is expanding its waste-water package treatment plant. A hotel in Edgewood will open September 1<sup>st</sup>.

**Building and Development Services Division**

**Permits and Development Review**

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

	June 2017
New Residential Permits - Stick Built Homes	13

New Residential Permits - Manufactured Homes	6
Commercial Building Permits	5
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	0 Lots
Exemptions	0 Lots
Commercial Business Licenses	0
Home Occupations No Impact	3
Home Occupations Low Impact	2
Film Permits	2

### Code Enforcement

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

	June 2017
Number of Initial Notices of Violation Issued	28
Number of Final Notices of Violation Issued	10
Number of Notices of Violation resolved without court action	11

### GIS Division

#### E911 Addressing

In June Addressing staff inspected 1,324 addresses and replaced 50 rural address postings. For fiscal year 2017, Addressing staff inspected a total of 12,711 addresses and replaced 2,261 rural address postings.

During this month the GPS Field Technicians also assisted with the ongoing, critical RECC data review and update project detailed below.

The **GIS Division** provided 110 Address Verifications to County residents and prepared 97 development permit screening forms & maps which triggered 17 archeological screenings. Fiscal year totals were 705 permit screening forms & maps and 142 archeological screenings.

The GIS Division is also coordinating with RECC to update data used by 911 dispatch and first responders. This critical project has required, and will continue to require, a large amount of dedicated GIS staff time from June to August. The project came light after the Division discovered that certain key data layers were out-of-date. During June, the entire GIS staff learned where GIS data updates must be made in the various dispatch software programs. GIS staff are in the process of locating, updating, and assembling datasets that will be sent over to RECC once the server upgrades are performed in July.





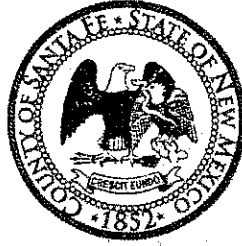




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Commissioner, District 5

**Katherine Miller**  
County Manager

**Pablo Sedillo, III**  
Public Safety Director

**To:** Santa Fe County Board of County Commissioners  
**From:** Pablo Sedillo, III  
Public Safety Department Director  
**Via:** Katherine Miller *KM*  
County Manager  
**Date:** July 25, 2017  
**Re:** SFC Public Safety Department Monthly Report for June 2017

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

### **CORRECTIONS DEPARTMENT**

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

- The Adult Facility had 689 intakes and 680 releases for the month of June 2017.
- New gravel installed on the East side of the complex to eliminate mud/ponding when fire suppression system is drained.
- Testing for Detention Officers was conducted at ADF. Fifteen applicants attended, fourteen passed and were interviewed and ten were selected to proceed with the hiring process.
- Corrections has added two new members to our team, Deputy Warden, Michael Oliver and PREA (Prison Rape Elimination Act) Coordinator, Mandy Perez.

#### **Electronic Monitoring Program**

- Providing services to 388 clients.
- There were 102 successful releases for June.
- Clients Financial Obligation – Paying - 28%, Waived - 0%, Unemployed - 66%, Out of County - 6%.

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

- Summer school started for the residents and will be conducted for the next six weeks.
- June 21<sup>st</sup>, 2017 the Santa Fe Police Department's Junior Police Academy cadets participated in a facility tour and received information about our program.
- The Espanola Wildlife Center brought in and presented a Red Tail Hawk and an Owl at the Youth Development Program on June 29, 2017.

Intakes	27
Releases	30
Male Intakes	21
Female Intakes	6
Average Daily Population	10

## **FIRE DEPARTMENT**

### **Administration, Facilities, Fleet**

- The Department's FY 2017 close out was successfully completed.
- A new Fire Engine for the Pojoaque District was received and the Fleet Division is working to place it into service in the near future.
- Completed the parking lot paving project at Stanley Station 1. This project was completed using District Fire Protection funds.
- Three new rescue trucks for Pojoaque, Madrid, and Glorieta Fire Districts are on track for delivery in the first part of FY18.
- Agua Fria District water Tender was involved in a vehicle accident while travelling to a wildland fire. The volunteer driver was not seriously injured but the truck was heavily damaged and will need to be replaced. The department is working with Risk Management on this issue.
- Other District fire equipment was delivered to include extrication tools, self-contained breathing apparatus, and hose.
- Work continues with Motiva Corporation on the Senior Services and Fire Mobile Integrated Health Pilot Project, to be called Santa Fe County Health Tracks.
- 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 year totaled \$1,415,952. The amount collected significantly exceeds the amount budgeted for FY 2017, providing an enhancement to the Department's revenue.

### **Operations and Training**

Emergency Responses/740 total - 208 Fires and 532 EMS

- The Department's 2017 career firefighter cadet academy kicked into gear with 8 cadets. The cadets are scheduled to complete all requirements and graduate in late September.
- The Department's three Paramedic students successfully completed their training program at the Santa Fe Community College and graduated June 30<sup>th</sup>. They will be returned to field service as Paramedics as soon as they receive their Paramedic licenses.
- Battalion Chief Bobby Montoya was selected as the next Assistant Chief of Operations and began his new role in June. His Battalion Chief position has been advertised to field staff and will be filled in July.

### **Fire Prevention and Wildland**

- Business registrations – 1
- Development Reviews and Adjustments – 41
- Plan review site visits - 30
- Burn Permits – 8
- School and business inspections – 11

- Movie permits and site work - 8
- Knox Box installations – 3
- Pre-school/School fire and injury prevention presentations/Health Fair – 7
- Prevention trainings – 9
- Structural Fire Response/Assistance - 11
- Wildland Fire responses – 6
- RX and RMP fires – 3 (14 days total deployment for Black Canyon Hand Crew)
- Fuel mitigation activities – none this month
- County wildland crew (Black Canyon) staffed, equipped, trained. They received excellent reviews for their work on three separate fires in the region, as well as the Golden Fire in San Pedro.

### **Volunteer Recruitment and Retention**

- New member applications recruited and approved - 14 (YTD 44)
- Taught the Department Orientation and Reputation Management class for the cadet academy.
- Coordinated the on-site OSHA physical exam contractor for volunteer fire personnel and ambulance drivers.
- Keynote speaker at the National Professional Development Seminar at the National Fire Academy. Spoke on succession management for volunteers.
- Continued to instruct the hybrid Fire Officer 1 class for volunteer officer personnel. This is in coordination with the on-line training program for volunteers.
- Assisting individual Fire Districts with volunteer recruitment and retention efforts.

### **Emergency Management**

- Presented a Point of Wounding care class at the NM School Nurses Conference.
- Attended a Sports and Special Event Incident Management course in College Station, Texas.
- Conducted Fire Drills, Response, Unified Command, and Incident Rehab for the NM Department of Homeland Security.
- Conducted Multi-Casualty Response in Hostile Environments class for the eastern region (45 attendees).
- The Emergency Management Division provided on scene incident management and firefighter rehabilitation support for the Golden Fire.
- Incident management on the Cities of Gold Hazardous Materials response.
- Participated in a community Wildfire preparedness meeting in Canada de Los Alamos, as well as an East Mountain wildfire planning meeting.
- Completed the County Recovery Plan final draft.
- Completed the final draft of the SF County Emergency Operations Center Standard Operating guideline.
- Operational readiness checks for all Emergency Management deployable resources. A full program monthly inventory has been completed.
- The Division provided rehab support on the Lamy structure fire.

## RECC

- **Operations**

- Total Telephone Calls Handled (incoming and outgoing)
  - June – 34,175
- Total calls Received via 911
  - June – 7,893
- County calls requiring response agency dispatch
  - June – 7,155
- City calls requiring response agency dispatch
  - June – 11,826
- Town of Edgewood calls requiring response agency dispatch
  - June - 895

- **Staffing**

- Vacancies - 5 Trainee positions – 2 individuals are currently awaiting approval from HR and 3 individuals are currently in backgrounds.

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



