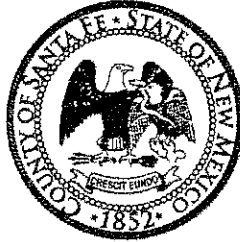


**Henry P. Roybal**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

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



**Anna T. Hamilton**  
*Commissioner, District 4*

**Ed Moreno**  
*Commissioner, District 5*

**Katherine Miller**  
*County Manager*

## Memorandum

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

**From:** *Katherine Miller, County Manager, SFC*  
*Rachel O'Connor, Director, Community Services Department, SFC*

**Date:** *November 12, 2018*

**Subject:** *Community Services Monthly Report*

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### Overall

The Crisis Triage regulations have been released and promulgated by DOH. We are pleased to note that they made all the changes we recommended, and that they are favorable to us. In addition, HSD released new billing codes that are good for the County. We are now in the process of finalizing a rough drawing of the building and are ready to move forward. In addition, I had a meeting with Speaker Egolf to discuss moving forward with a request for FFE, and am in the process of talking to Bernalillo County to see if they might be interested in doing something jointly. The Stanley Cyclone Center is seeing more business. There was a roping on Sunday at the Cyclone Arena that was a huge success. There were over 600 roping teams. Both the front and back parking lot were filled including the modular parking lot. Terri also had a lot of people talk to her at the event about possible future events. She scheduled one show for June. She also was able to talk with one of the bull riding representatives at the roping who want to set up some clinics at the arena. We are also meeting this week to discuss options for the kitchen at the Cyclone Center.

Pam Hyde and I had a meeting this week with Life Healing Center, who is interested in starting an inpatient behavioral health unit in Santa Fe County. I am going to facilitate a larger meeting between Presbyterian Hospital and Life Healing Center to see if there is any room for three way collaboration on this endeavor..

The MOU between CHRISTUS, CSD, County Fire and City Fire has been signed by all parties for the Health Tracks programs. Our new Navigator has an active caseload but is still not getting external referrals from either the Fire Department or CHRISTUS

## **Health Services**

The contract with Unite Us on the case management software contract is being reviewed by Legal. (2) Patricia is working with Eric Ames on a protocol for appropriate uses of the flexible funds to meet one-time needs in housing, transportation, food, utilities, personal safety. Eric made some suggestions and we continue to work on best reporting mechanism for this. (3) Jennifer and Elizabeth have been visiting with navigators at the various organizations; this is a good learning experience for Jennifer and navigators report that the AHC is an asset for them.

Last week I attended a meeting called by the Mayor about homelessness. He had a roundtable discussion with a National Speaker who is hoping to carry out the program here. It is very similar to our Accountable Health Community.

Patricia attended the hearing before the Legislative Health and Human Services Committee on the dental therapy legislation, which BCC supported by resolution. The Committee expressed support but there is not a bill yet with language agreed on by the Dental Association. (2) Patricia provided Commissioner Hansen with a BCC resolution to support New Mexico Grown Fresh Fruits and Vegetables for School Meals, as has been done in recent years.

Both CHRISTUS St. Vincent and Presbyterian have asked us to assist with their IRS-required upcoming needs assessments. We will have them come to the HPPC in the next few months.

## **Community Operations**

Imagination Library continues to run very well. As of September 30th, there are 2200 children enrolled in the program. A total of 2,196 books were distributed in September. In 2018, a total of 16,067 books were distributed and a total of 53,258 books have been distributed since the inception of the program in 2015. A total of 3,263 Spanish books have also been distributed. A total of 763 children have graduated from the program.

Saturday's Harvest Festival and Open House was a success. We had a lot of members from the Community come by. We had several people new to the area who are interested in Open Riding and making use of the facility.

## **Community Safety**

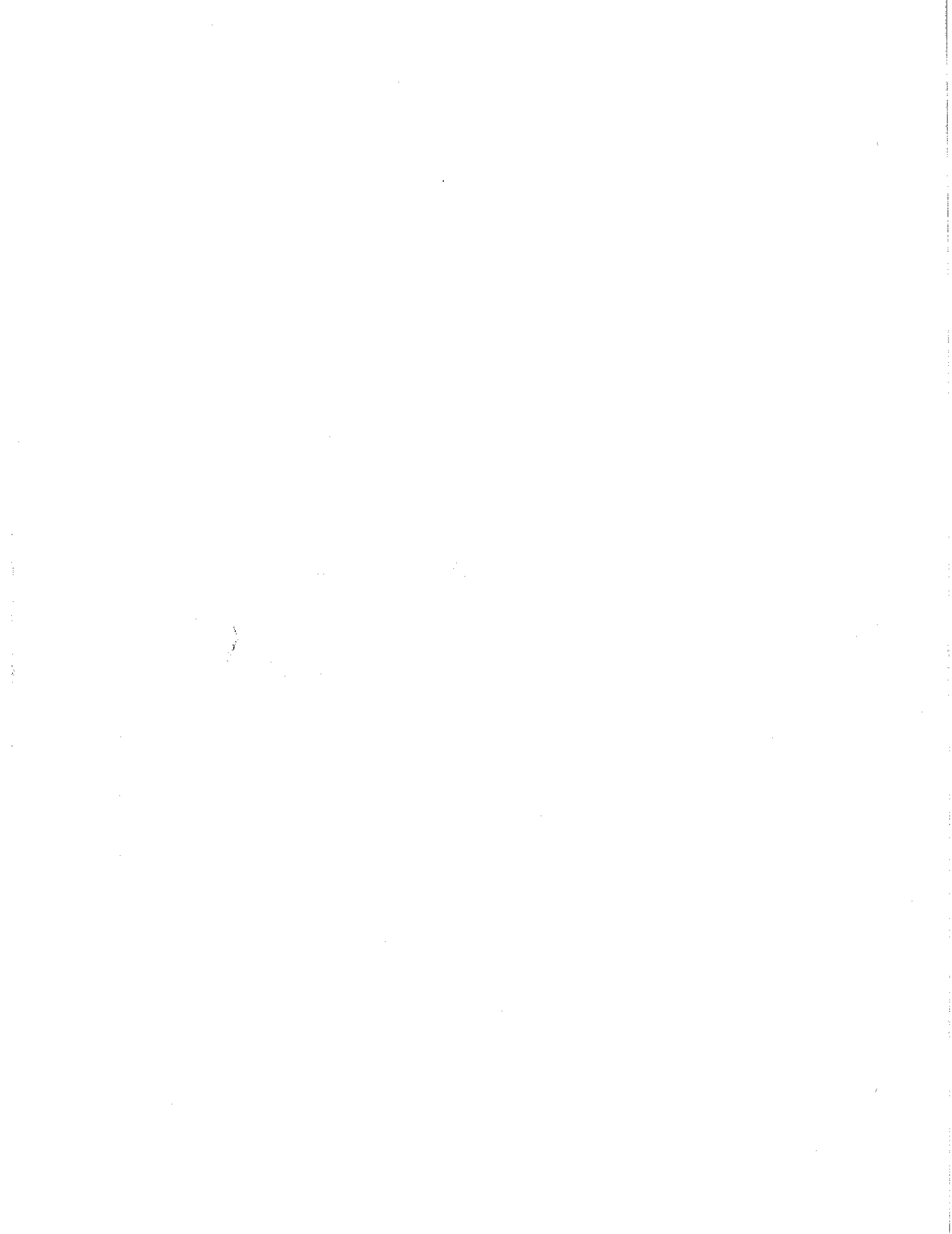
We are looking at using DWI funding for a Navigation position for high risk clients who have been arrested for drug related offenses and are in Magistrate Court. We are still working on this but it appears that it will be part of the Accountable Health Community. This will be a joint effort between the Courts, CSD, CHRISTUS, the DA's Office and CHRISTUS.

DWI program staff will be conducting DWI Awareness Training for County Employees. The first series of training sessions will be provided to Public Works staff. A total of 4 sessions have been scheduled with two of those training sessions taking place next week (11/13 and 11/15). The last two sessions will take place on 11/27 and 11/29.

## Senior Services

Halloween Dance at the fairgrounds was held on 10/30 and the seniors had a great time. We have cancelled the Turkey Bingo at the fairgrounds and instead will have one at each location. This will allow for more participation.

Senior Service will be working together with GPS in order to better determine needs for area growth in the area of senior services.



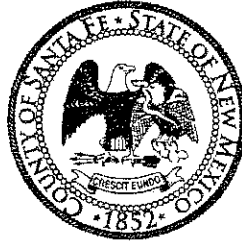




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Commissioner, District 5

**Katherine Miller**  
County Manager

**Date:** November 14, 2018  
**To:** Board of County Commissioners  
**From:** Penny Ellis-Green, Growth Management Director *PEG*  
**Via:** Katherine Miller, County Manager  
**Re:** Growth Management Monthly Report October 2018

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

### **Planning Division**

#### **Affordable Housing**

Staff received one new Happy Roofs Application for a residence located in the Tesuque Area. Three Scopes of Work were generated for pending Happy Roofs projects located in Agua Fria Village, Pojoaque and La Cienega.

Staff received one application for down payment assistance. The application was approved for \$20,000 in funding. The approval was for a household of three in income range 1, purchasing a new home in the Oshara Village Subdivision.

Staff received an affordable mortgage payoff for an affordable home located in the Turquoise Trail Subdivision. The payoff was in the amount of \$90,490.00 and was deposited into the Affordable Housing Fund.

#### **Open Space**

The Open Space, Trails and Parks Strategic Management Plan draft was completed.

Staff coordinated a cleanup day along the Santa Fe River starting at the River trailhead at Constellation Drive. The cleanup day involved volunteers and staff who removed dozens of bags of trash from the river channel.

Staff coordinated keyline plowing and seeding in a degraded meadow on the Los Potreros property. The project fulfills numerous objectives of the Los Potreros management plan to include soil

improvements, increased vegetative cover and reduced erosion. Staff hosted a "show and tell" event for the Chimayo community to learn more about the work at Los Potrerros Open Space.

Staff collaborated with Public Works staff to begin creating Preventative Management Schedules (PMs) for all open space properties. PMs include regular property and trail checks for open space properties, invasive species removal, and erosion control.

Staff participated in the Pinyon Jay Working Group and helped draft a new Pinyon Jay Comprehensive Conservation Strategy, the Pinyon Jay is a high priority bird species which is occurring on County open space properties.

Staff continued to work with fire crew staff regarding balancing wildlife habitat and fire prevention on the Talaya Hill property. Staff also participated in yearly conservation easement monitoring with Santa Fe Conservation Trust on this property.

After planting 150 milkweed plants for the declining monarch butterfly at the La Cieneguilla Open Space property, staff watered the plants for several weeks to ensure their survival.

Staff developed baseline plant and animal lists for remaining open space properties.

Staff finished master naturalist classes and provided a list of potential volunteer projects on Santa Fe County Open Space properties for master naturalist volunteers to assist with.

### **Community Planning**

Staff is continuing to work on the development of the San Marcos Community District Plan and conducted the ninth Planning Committee meeting at Turquoise Trail Elementary School on October 24th. The group is working on the Land Use Element of the plan to include the Future Land Use sections along with Goals and Actions for the implementation of the Plan.

Staff is continuing to work on drafting the La Bajada Community Plan elements.

Three staff members participated in the New Mexico APA Conference held in Las Cruces. Community Projects Manager Paul Olafson was recognized for the NMAPA Planner of the Year Award.

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

Staff held the first Congress of Community Organizations in October for Community Organizations and Registered Organizations. The purpose of the meeting was for representatives from COs and ROs to better understand the program and to introduced the groups to each other. This was the initial meeting and will include a series of future meetings and workshops with topics based on interest from the groups.

Staff met with residents interested in becoming part of the CO/RO program.

### **Transfer of Development Rights (TDRs)**

Staff is continuing to work on TDR Qualification Reports for properties in the Galisteo Basin and along Turquoise Trail Scenic Byway.



Staff met with development community to discuss options for commercial development and multi-family residential.

### **Transportation**

Staff participated in an SFMPO-sponsored meeting, to discuss the possibility of pursuing a Federal Lands Access Program (FLAP) grant. SFMPO, along with the City, NMDOT D5, NCRTD, US Forest Service and SF County staff believe mobility improvements to Hyde Park Road is a good FLAP project. NMDOT D5 would be the lead applicant for the grant. The Federal Highway Administration would be the Project Manager. The project proposes to install bike lanes on both sides of the road up to Hyde Park. The project would also include bus turn-outs for NCRTD Route 255 and the undergrounding of some electrical transmission lines. Santa Fe County staff agreed to help by looking at the County portion of Hyde Park Road and identifying any potential land use conflicts that may arise out of the proposed project.

### **North Central Regional Transit District (NCRTD)**

Staff attended the Board of Directors of the North Central Regional Transit District (NCRTD) meeting. A presentation was made recognizing the NCRTD for receiving a Federal Transit Administration award for Outstanding Public Transportation Service in rural communities. The Board also conducted their Safe Driver Quarterly Awards and discussed a review of the conceptual draft for a remodeled Taos Operational Facility. The Board's action items included: approving an MOA with the North Central New Mexico Veterans Transportation Network and VetRides.org for vehicle parking at the Taos facility yard; approving a Resolution waiving fares for 255 Mountain Trail and 305 Taos Express to Participants of the 2019 National Senior Games which takes place June 11- 26, 2019; approving an MOA with the NMDOT for Acceptance of Federal Funds for the Espanola Maintenance Facility; approving a Resolution Declaring the Eligibility of NCRTD to submit NMDOT TAP Applications for FFY 2020/21 for ADA Improvements at Bus Stops; and approving the FY19 Bus Fleet Authorization to purchase 7 buses. Discussion items included a review of the August 2018 Financial Summary and a review of the Executive Report.

### **Northern Pueblos Regional Transportation Planning Organization (NPRTPO)**

In October, the Northern Pueblos Regional Transportation Planning Organization (NPRTPO) met. The NPRTPO discussed the TAP and RTP applications for review. Nine Project Feasibility Forms were received by the NPRTPO: 2 from Taos County (ADA Improvements at Gorge Bridge, Carson Nat'l Forest Trails); 1 from the City of Taos (Carson Nat'l Forest Trails); 1 from NCRTD (ADA Improvements at Bus Stops), 2 from Los Alamos County (Speed flashing radar signs at schools, Urban Trails), 1 from Rio Arriba County (Scenic Byway signage- "Tracks across Borders" Durango-Dulce-Chama route), 1 from Red River (Questa to Red River trails), and 1 from Questa (Enchanted Circle Drive Program).

### **Mid-Region Regional Transportation Planning Organization (MRRTPO)**

In October, the Mid-Region Regional Transportation Planning Organization (MRRTPO) met. The MRRTPO approved three projects to their RTIPR: (1) Pueblo of Jemez- NM4 Multi Use Trail; (2) Town of Edgewood- ECHO Ridge Trailhead project; (3) Village of Encino- NM60 Road Safety Audit. The MRRTPO also discussed member reports from the NMDOT Liaison, the NMDOT Districts and the NMDOT Tribal Representative. The Liaison reports that the NMDOT Draft Bike Plan is available and open for Public Comment.

## **MPO**

In October, the Santa Fe MPO Technical Coordinating Committee (TCC) met. The discussion included releasing the Transportation Improvement Program (TIP)- Amendment 5 for a 15-day public review. TIP Amendment 5 includes transferring the St. Michael's Underpass project from the NMDOT to the City of Santa Fe and reprogramming funds for the St. Michael's Rail Trail Pedestrian Crossing, led by the City of Santa Fe.

In October, the Santa Fe MPO Transportation Policy Board (TPB) did not meet.

## **Capital Planning**

Staff worked with staff from public works, projects and the fire department to refine the 20 Year Capital Improvement Plan CIP project list and to evaluate and rank proposed capital projects. Staff will send the project list to consultants as they work to complete the CIP and impact fee study.

Staff met to discuss opening the annual 5 year CIP update process, the 5 year CIP database is scheduled to open in November at which time database users can submit capital project requests.

## **Economic Development Division**

There was not a board meeting for the Northern Rio Grande National Heritage Area (NRGNHA) in the month of October. The next meeting is scheduled for December 13<sup>th</sup> at 12:00 in Alcalde.

There was not a board meeting of the North Central New Mexico Economic Development District (NCNMEDD) in the month of October. There is an Annual meeting on December 7<sup>th</sup>, the location is still pending. The contract for the Executive Director expired September 30<sup>th</sup>, 2018 and was not renewed. Thus, there is an Interim Executive Director, Mr. Tomas Garcia, until a permanent replacement is found.

There was not a board meeting for the Estancia Valley Economic Development Association (EVEDA) in the month of October. The next board meeting is December 7<sup>th</sup> in Moriarity.

There was a meeting of the Regional Coalition of LANL Communities (RCLC) in the month of October. The Executive Director (Eric Vasquez) is communicating with the Office of the State Auditor to make changes associated with the audit findings. The RCLC board will have a day retreat to discuss other findings. Other items include:

- Dr. Terry Wallace (current director of LANL) addressed the board and said that he is stepping down at the end of October.
- Board elections were held and Commissioner Henry Royal is chair, Darien Fernandez (Town of Taos) is vice-chair, Peter Ives (City of Santa Fe) is treasurer and Morrie Pongratz (Los Alamos County) is secretary.
- The LANL contractor will continue to pay GRT to the NCRTD.
- The fiscal agent will continue to be Los Alamos County.

The Economic Development Division has worked on the following:

- Developing a formal Business, Retention and Expansion Work Program;
- Working with the NM Partnership in attracting a film/media company from Hollywood;
- Working with Verde Foods in relocating into the County;
- Working with housing in identifying a parcel of land to acquire for multi-family use;

- Working with the City in developing a Plaza Wi-Fi system
- A strategic Plan for REDI Net;

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

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

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

	October 2018
New Residential Permits - Stick Built Homes	18
New Residential Permits - Manufactured Homes	4
Commercial Building Permits District 1	0
District 2	0
District 3	0
District 4	0
District 5	1
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	0 Lots
Exemptions -	0 Lots
Commercial Business Licenses	1
Home Occupations No Impact	2
Home Occupations Low Impact	0
Film Permits	2

#### **Code Enforcement**

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

	October 2018
Number of Initial Notices of Violation Issued	31
Number of Final Notices of Violation Issued	8
Number of Notices of Violation resolved without court action	16

### **GIS Division**

#### **E911 Addressing**

Staff performed addressing database improvement tasks and posted 5 addresses. The GPS Technicians have focused on reviewing findings and results from the October 4<sup>th</sup> Initial Map Audit Review produced by the vendor implementing the new Computer Aided Dispatch (CAD) System being deployed at the Regional Emergency Communications Center (RECC).

#### **GIS**

Staff provided 125 Address Verifications to County residents and prepared 97 development permit screening forms and maps which triggered 32 archeological screenings. In addition to these permit screenings; the Division also served 77 walk-in customers.

The primary focus of the GIS Division continued to be on work required to implement the new CAD System for the RECC. This implementation has required frequent and ongoing close collaboration not only with the Sheriff's Office and County Fire, but also with the City of Santa Fe Police and Fire.

Contractor work on the upgrade, enhancement, and expansion of the popular Santa Fe County Trails Mobile Application continued, as well as on the update of the vegetation (Land Cover) mapping essential to the pending adoption of the Wildland-Urban Interface Code as part of the larger Santa Fe County Fire Code.



