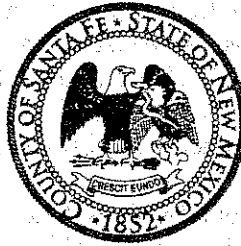


Henry P. Roybal
Commissioner, District 1

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: *September 13, 2018*

Subject: *Community Services Monthly Report*

Overall

CSD staff met this past month with Department of Health Secretary Lynn Gallagher to discuss the DOH regulations regarding Crisis Triage Centers. We expect the regulations to come out any day now, and we are hearing that they are advantageous to us. Yesterday we also met with the Human Services Department on new regulations that they will be putting forth regarding billing codes for Crisis Centers. They were receptive to the changes that we proposed.

Next week CSD will be hosting Lori Ashcraft, PhD for training on Living Room models. The training will be held at CSD and will be open to select members from the community.

CSD staff met with Representative Jim Trujillo, who would like to put forward a request for state capital funds for the Crisis Center. We will be working with the Legislative team to submit this request, and also meeting with other area legislators.

Our Volunteer Coordinator Carol Branch has accepted a position with the City. We will miss her greatly at CSD!

CSD held a second training on the administration of Narcan, and we all have Narcan kits to use in case we have an overdose at our County building. In addition, we are putting together a staff policy and procedure for use in a medical emergency, as well as a mechanism for incident reporting.

Health Services

IT software for AHC. Bill Taylor provided granted a determination for our use of the health care exemption for Unite Us, the vendor that the Advisory Committee and staff agree provides the best privacy and data

sharing capability. We have submitted the PPR with a draft contract created in consultation with our IT consultant, with which contract negotiations may be launched. The cost of the software is \$1,000 per user per year. The first year is estimated to include 70 users, and subsequent years 100 users, for a three-year cost of \$270,000 and a yearly ongoing cost of \$100,000.. After meeting with Stephanie and Erika we agreed it is appropriate that this be a services (50-15) rather than a capital procurement.

Commissioner Hansen would like to sponsor a BCC resolution to support the dental therapy legislation in the 2019 session. Patricia and the Executive Director of Health Action New Mexico are meeting with the Commissioner, and we will help draft the resolution, using as a template the resolution passed by the BCC when this was made a legislative priority in the 2017 session.

We're moving forward with the contract with SHARE NM to provide an up-to-date, online resource guide that is tailored to Santa Fe County. It will also be capable of interfacing with the social determinants software that we will be using.

Community Operations

CSD staff continue to meet with the former NMSU Master Gardeners who wish to break off from the University and become their own 501-C-3.

Terri Werner, Event Coordinator with Stanley will be meeting with Eric Mascareñas next week to see the arena and schedule a showcase roping and possibly a couple of more. She has scheduled the Rio Grande Mule & Donkey Association and Walking in Circles Ranch to have demonstrations and "Meet a Mule" for the November 3rd Harvest Festival / Open House. She has also booked a food truck for that day. I will also work with her on getting invitations for the Commissioners and food. She is currently also working on a poster. She will also be talking to the 4H about having demonstrations that day as well. She has also booked a horse show for October.

Senior Services

Seniors held the barbeque at Edgewood this week . There were 94 participants at the event. Final barbeque of the season will be on the 13th at El Rancho.

We had a Health Tracks meeting this week to discuss the MOA between the City, CHRISTUS and the County. In essence the City decided they wanted some new language added, so the process needs to begin again. This program is now up and running and Ian the Navigator has 13 clients.

Community Safety

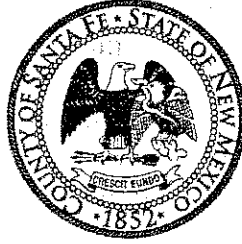
Teen Court is planning its annual Teen Attorney Training that will take place on October 3rd. Espanola Teen Court has asked to participate and bring their youth to be trained.

We have received a request for a mural at the Pojoaque Valley Recreational Complex. We will be sending out a request for interested property owners and will move forward with a selection committee if more than one property owner shows interest. Once the location is chosen we will send out a request for artists.

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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 August 2018

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

Planning Division

Affordable Housing

The Down Payment Assistance Committee met and approved two applications for down payment assistance for \$20,000 to homebuyers in the Oshara Village Subdivision.

Staff received one Happy Roofs application and assisted the Homeowner obtain the proper documentation for the application packet. The residence in need of repair is located in Glorieta.

Seven Releases of Mortgages were generated and approved for Affordable Mortgage Payoffs in the aggregate amount of \$500,535.00. The payoffs occurred between Quarters 3 and 4 of FY 2018 and Quarter 1 of FY 2019. The homes were sold by property owners who had an affordability lien and mortgage with the County and were all located in the Rancho Viejo/Windmill Ridge Subdivision.

Open Space

Open Space has partnered with Santa Fe Botanical Gardens and other partners to host the first annual Master Naturalist class series. This rigorous course provides in-depth training on natural processes and resource management techniques in order to develop a cohort of highly trained volunteers. The training results in certification for participants. The certification requires volunteers work for 32 hours on open space projects annually. By participating in this initiative, Santa Fe County Open Space will benefit from highly trained master naturalist volunteers conducting needed resource management projects on Open Space properties. This course began on August 7, 2018 and meets every Tuesday until October 23, 2018. There are also Saturday field trips for hands on experience. Open Space staff have attended all of the classes and taught one class on ecology.

Open Space staff continued work on the Ortiz Mountains Open Space Forest Health Assessment. This assessment includes developing a forest treatment to mitigate fire hazard, and enhance wildlife habitat conditions. Field assessments were conducted August 27-Aug 30, 2018 that included taking fuel hazard inventory, tree density and tree health, soil and ground cover conditions as well as general habitat health. Staff and consultants surveyed 18 locations throughout the property in numerous different habitat types in order to determine appropriate area and method for treatment.

Open Space staff continue work on Los Potreros Open Space. A community meeting was held in Chimayo on August 16, 2018 to discuss the planned work at LPOS, including keyline plowing which is a dryland farming technique to restore the historic Potrero. Additional work includes riparian restoration, wetland enhancement for frogs, and irrigation system improvements.

Open Space staff hosted a stakeholder workshop for the Open Space, Trails and Parks Strategic Management Plan on August 22, 2018. This workshop included a high level overview of the draft plan's mission and vision, directives, and strategies. Participants also discussed opportunities for partnerships in the near term.

Open Space staff worked collaboratively with the County fire crew to implement forest thinning (for wildfire prevention and ecological health) at Talaya Hill Open Space, and developed forest thinning priorities on open space properties for the next two years.

Open Space staff continued trail repairs due to the extensive damage caused by recent extreme rainfall events and subsequent flooding.

Open Space staff developed an emergency response protocol for future emergency situations (such as the flooding).

COLTPAC did not meet in August 2018.

Santa Fe Food Policy Council (SFPCC)

Staff made a presentation to the SFFPC on the AgriGate, including showing the AgriGate film. Staff facilitated a discussion regarding best ways to use the film to support food and agricultural projects that respective members of the Council are currently working on.

Agriculture & Ranching Implementation Plan

Staff met with a representative of La Montañita Coop and community members to discuss potential initiatives and partnership efforts to support agricultural infrastructure for our local food community.

Staff participated in the Los Potreros Open Space public meeting on August 16, 2018 in Chimayo to present about the Agricultural Best Management Practices being demonstrated on the site and also presented about the SF County AgriGate.

Staff conducted a site visit to La Cienega regarding agricultural initiatives focusing on developing profiles on area farmers for the AgriGate initiative.

Staff met with representatives from La Cienega Ditch regarding concerns about stormwater management on the Farm Pond Road reservoir. The reservoir is on County Open Space and serves the local acequias system. The acequias association has funding to do stormwater management

improvements to diminish silting in the pond, Staff met with acequia association representative to discuss preliminary planning for this project.

Community Planning

Staff conducted the seventh San Marcos District Planning Committee meeting at Turquoise Trail Elementary School on August 29th. Staff is coordinating the Land Use Element to include existing land uses and considering the potential use of overlay zones to more accurately reflect the current uses and conditions business types, i.e. arts and small-scale commercial. The next meeting is scheduled for September 26th.

SLDC

On August 30, 2018 staff presented their work on updating regulations for mining and resource extraction to a community stakeholder group. Staff are currently drafting amendments to Chapter 11 of the SLDC to include regulations for mining and resource extraction and feedlots and factory farms.

Community Organizations and Registered Organizations

Staff worked with members of the Las Campanas Owners Association to prepare their application to be recognized as an RO.

Staff is coordinating the initiation of the Congress of Community Organizations CO/RO workshop series which is planned to begin in September.

Transfer of Development Rights (TDRs)

Staff initiated a TDR Qualification process and conducted site visits to provide a site assessment for the Commonwealth Conservancy property in accordance with the Transfer of Development Rights Program.

Staff developed a draft TDR Qualification Report for property in the San Marcos area.

Transportation

On August 13, 2018, staff had a kick-off meeting with Horrocks Engineers, Inc. for the preliminary engineering phase of Avenida Del Sur road extension study.

On August 15, 2018, the Transportation Advisory Committee met, the committee discussed the BCC resolution to conditionally approve accepting Dinosaur Trail as a county maintained road. The committee also discussed the existing goals, outline, and process for developing the County's 2040 Transportation Plan, the committee approved the plan framework and draft table of contents.

North Central Regional Transit District (NCRTD)

On August 3, 2018, the Board of the NCRTD met, the director announced that all political entities that contribute financially to the NCRTD via a 1/8th of 1% GRT tax have had resolutions approved by their respective boards to allow for reauthorization of the tax and to place the tax matter on the October Ballot for a general election. The reauthorization would also remove the tax sunset provision. The Board also approved the NCRTD budget report.

Northern Pueblos Regional Transportation Planning Organization (NPRTPO)

On August 1, 2018, the NPRTPO met, the Transportation Alternative Program (TAP) grant process was discussed. The NPRTPO has some deadline flexibility in receiving TAP grant project

proposals. NMDOT's deadline is 11/1/18. NCRTD discussed their interest in the grant and want to use it for bus stop improvements in Taos County. Rio Arriba County wants to use the grant to improve their scenic byway signage on the 'Tracks across Borders' route. The NPRPTO also reviewed and approved its bylaws. The NM legislative Transportation Revenue Subcommittee and the Indian Affairs Committee are planning to hold a joint meeting at the Santa Clara Pueblo to discuss State Roads and bridges crossing tribal lands with tribal leaders.

Mid-Region Regional Transportation Planning Organization (MRRTPO)

On August 16, 2018, the MRRTPO met, at the meeting, the NM Environment Dept. presented information about applying for Volkswagen Settlement funds in regards to NOx emissions. Information on this fund's application process was discussed with the County's Sustainability Office. The Sustainability Office will likely pursue an application for some of the funds to replace old, very large-class noxious vehicles. For the following year, the Sustainability Office may pursue applications to acquire electric vehicles and charging stations.

MPO

On August 20, 2018, the Santa Fe MPO's Technical Coordinating Committee (TCC) met. Items discussed included Amendment 4 of the FFY 2018-23 TIP. SFMPO is working on updating the Bicycle Master Plan. Funds will become available to do some bicycle and bus stop improvements.

On August 23, 2018, the Santa Fe MPO Transportation Policy Board (TPB) met. The Policy Board discussed the updated TIP with SFMPO staff. A member of the public expressed a desire to improve Hyde Park Road with improved pedestrian, bike and transit facilities, with improved landscaping too.

On August 15, 2018 staff met with project review members for the Transportation Alternatives Program (TAP) grant. Members were from the SFMPO, NMDOT, and City of Santa Fe. Two SF County projects were discussed: Bishop's Lodge Road and the Arroyo Hondo Trail System.

- Members agreed that a study of Bishop's Lodge Road (BLR) is warranted. The question was whether the TAP Program was the best match. At this stage, BLR could potentially qualify for several types of grants, including Highway Safety Improvement Program (HSIP) funds to conduct a Road Safety Audit. However, this program is not funded again until 2020. BLR is a County-Maintained road. The best, first step for improving BLR was recommended to conduct a right-of-way (ROW) assessment and a survey. This information will help determine legal ROW along BLR and to what extent additional ROW is required to improve BLR for geometry, safety, speeds, erosion control and mode equity. If it is desired to pursue this study, the county will likely have to fund the ROW study. TAP or other grants could be utilized for final design and/or construction.
- The Arroyo Hondo Trail System (AHTS) project was also discussed. Segments #2 and #3 of the AHTS emerged as the most viable segments to construct at this time. These segments, if built next, would provide an immediate connection to Segment 4, which is about to go into the construction phase. Both segments can be constructed within the TAP budget for FY20 (Segment #3) and FY21 (Segment #2). Staff will work with SFMPO and NMDOT D5 to pursue funding for these two AHTS segments.

Capital Planning

Staff submitted Santa Fe County's 2018 Infrastructure Capital Improvement Plan (ICIP) to the New Mexico Department of Finance and Administration. The ICIP lists the County's capital needs for

fiscal years 2020-2024 and makes those projects eligible for capital outlay funding from the New Mexico legislature.

Staff put out a call for applicants to join the County's Capital Improvements Advisory Committee (CIAC). The CIAC will oversee the renewal of the Fire Impact Fee and assist the County in adopting the 20-year CIP. Five qualified applicants with expertise in land use and development applied to join the Committee.

The United Way of Santa Fe County notified staff that they intend to withdraw from the Community Development Block Grant (CDBG) application process. The County was assisting United Way in obtaining a CDBG grant to support their Early Learning Center at Kaune.

Economic Development Division

There was not a board meeting for the Northern Rio Grande National Heritage Area (NRGNHA) in the month of August, the next board meeting is Saturday, September 22nd.

There was not a board meeting for the North Central New Mexico Economic Development District (NCNMEDD) in the month of August, the next board meeting is September 21st.

There were two board meetings for REDI Net in the month of August – August 9th & 23rd. The board discussed the fiscal agent for the organization. It was decided to not have the fiscal agent as an internal employee function, but to remain with this role being a third-party contractor. Another recurring discussion item is reworking the REDI Net website. The board member for Santa Fe County is leading this project. The next REDI Net board meeting is September 13th.

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

A contract for updating the Trails App and to create a new app for Outdoor Adventures was negotiated. The Trails App will be updated as revisions to the software has not occurred since it was created in 2016 and new features will be added. The Outdoor Adventure App will be a separate app that tells the user what outdoor activities are available in the County, for example, someone who comes to ski may be interested in knowing what tennis, golf, horse riding, mtn. biking, etc. activities are available (for future visits), where they are, how much it costs, hours of operation, etc. The contract has been finalized and the kick-off meeting will be September 13th. The first phase, the Trails App, is proposed to be completed by the end of October and the second phase, the Outdoor Adventure App, is proposed to be completed by June 30th.

The New Mexico Partnership asks companies from around the world to locate here in New Mexico. Santa Fe County answered a request to a film/gaming/multi-media company that is based in Greece and has an office on the west coast, to locate an additional office in Santa Fe County. There is available space in the market area at Rancho Viejo, which would be ideal for a company of 10-12 employees who need 2,000 square feet of office space and an additional 3-4,000 square feet of open area/warehouse space and be close to where film making activity is located.

The Economic Development staff attended the Outdoor Retailers Show in Denver, CO, where several thousand companies displayed their new products for the year. Attending this show was in conjunction with the NM Partnership in efforts to recruit some of these companies to open new factories or distribution centers in New Mexico.

Maria Rotunda is the new Economic Development Specialist, she is starting her focus on Business, Retention and Expansion, Green Industries, Agri-Tourism and Outreach and website improvements for Economic Development.

Building and Development Services Division

Permits and Development Review

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

	August 2018
New Residential Permits - Stick Built Homes	21
New Residential Permits - Manufactured Homes	7
Commercial Building Permits District 1	0
District 2	0
District 3	0
District 4	0
District 5	0
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	0 Lots
Exemptions	2 Lots
Commercial Business Licenses	0
Home Occupations No Impact	1
Home Occupations Low Impact	0
Film Permits	5

Code Enforcement

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

	August 2018
Number of Initial Notices of Violation Issued	24
Number of Final Notices of Violation Issued	8
Number of Notices of Violation resolved without court action	14

GIS Division

E911 Addressing

Staff completed an E911 Addressing Sweep of Tesuque Pueblo in coordination with tribal officials. A total of 140 addresses were checked and 109 address numbers were replaced, largely due to the

tribal initiated renaming of several road segments. This important work concluded several months of active collaboration and coordination with Tesuque Pueblo officials and staff.

GIS

Staff provided 139 Address Verifications to County residents and prepared 98 development permit screening forms and maps which triggered 34 archeological screenings. In addition to these permit screenings; the Division also served 79 walk-in customers.

GIS staff was actively involved and will continue to be involved in the behind the scenes work required to implement the new Computer Aided Dispatch (CAD) System being deployed at the Regional Emergency Communications Center (RECC). This implementation requires ongoing close collaboration not only with the Sheriff's Office and County Fire but also with the City of Santa Fe law enforcement, fire and GIS staff.

Staff also developed maps for the Public Works Department to help plan and facilitate clean-up efforts following the flooding of late July and maps for the Economic Development Division to help explore fiber optic and broadband connections to County facilities.



