

**ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 01/29/14
ITEM FROM FINANCE COMMITTEE MEETING OF 01/21/14**

ISSUE:

12. Request for Approval of Sale of Real Estate – Approximately 447 Square Feet with a Portion of Lot 1, Block 92 of the 1912 Kings Official Map located at 642 Old Santa Fe Trail; David K. Giles. (Edward Vigil)

FINANCE COMMITTEE ACTION:

MEETING CANCELLED DUE TO LACK OF QUORUM

SPECIAL CONDITIONS OR AMENDMENTS

STAFF FOLLOW-UP:

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR BUSHEE			
COUNCILOR CALVERT			
COUNCILOR DIMAS			
COUNCILOR IVES			
CHAIRPERSON DOMINGUEZ			

3-19-12/FCMissue

**ACTION SHEET
ITEM FROM THE
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING
OF
MONDAY, JANUARY 6, 2014**

ITEM 15

REQUEST FOR FINAL APPROVAL OF SALE OF REAL ESTATE CONTAINING APPROXIMATELY 447 SQUARE FEET WITHIN A PORTION OF LOT 1, BLOCK 92 OF THE 1912 KINGS OFFICIAL MAP LOCATED AT 642 OLD SANTA FE TRAIL BY DAVID K. GILES (**EDWARD VIGIL**)

PUBLIC WORKS COMMITTEE ACTION: Approved on Consent

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON WURZBURGER			
COUNCILOR CALVERT	X		
COUNCILOR IVES	X		
COUNCILOR RIVERA	X		
COUNCILOR TRUJILLO	Excused		

MEMO

DATE: December 17, 2013 for January 6, 2014
TO: Public Works, CIP and Land Use Committee
VIA: Mathew O'Reilly, P.E., Land Use Department Director *MO*
FROM: Edward J. Vigil, Property Manager Land Use Department *EJ*

ITEM & ISSUE:

Request for final approval of sale of real estate containing approximately 447 square feet within a portion of Lot 1, Block 92 of the 1912 Kings Official Map located at 642 Old Santa Fe Trail by David K. Giles

BACKGROUND & SUMMARY:

City committees have granted concept approval of request to purchase subject real property on July 8, 2013 (Public Works, CIP and Land Use Comm.), July 15, 2013 (Finance Comm.) and July 31, 2013 (Council). Mr. Giles has now submitted to the City a legal description and appraisal of the subject real estate. The Quitclaim Deed has been revised to reflect the legal description and the deed makes provision for this parcel to be consolidated with the adjoining parcel owned by Mr. Giles and a reservation of easement for utilities. The appraisal reflects the value of the real estate at \$6000 as per the attachment hereto. The sale of this parcel will reserve a right of way for utility purposes, place the property back on the tax rolls, and relieve the City of liability and maintenance costs.

ACTION:

This request is being presented for your consideration and direction. If approved, the request shall be forwarded to the Finance Committee and thereafter City Council.

- Exhibits:
- A - Quitclaim Deed
 - B - Property Appraisal (part)
 - C - Committee agendas from 2013
 - D - Plat of adjoiners recorded in Book 753, page 45 (city parcel circled)

QUITCLAIM DEED

The City of Santa Fe, a municipal corporation, herein "Grantor", whose address is 200 Lincoln Ave. Santa Fe, NM 87504-0909, for good and adequate consideration, paid, quitclaims to David K. Giles, a single man, herein "Grantee", whose address is 648 Old Santa Fe Trail, Santa Fe, NM 87501, the following described real estate in Santa Fe County, New Mexico, being more particularly described as follows to-wit:

A certain parcel of land lying and being situate within a portion of Lot 1, Block 92 of the King's Official Map (1912) of the City of Santa Fe, New Mexico; within Projected Section 25, Township 17 North, Range 9 East; within the City and County of Santa Fe, New Mexico, being more particularly described as follows:

Beginning at the southeast corner of the parcel being described from whence City of Santa Fe Control Monument No. 1130 bears along the following courses; S. 08° 28' 40" E., 17.26 feet to a point; thence S. 01° 31' 55" E., 230.97 feet distant; thence from said point of beginning, N. 88° 13' 39" W., 36.50 feet to a point; thence N. 02° 54' 59" E., 12.70 feet to a point; thence S. 88° 13' 39" E., 33.95 feet to the northeast corner of this parcel; thence S. 08° 28' 40" E., 12.90 feet to the point and place of beginning. Containing 447 square feet or 0.010 acres, more or less. Said parcel being more fully shown on a "BOUNDARY SURVEY OF TRACT 1, TRACT 2, TRACT 3 & TRACT 4 WITHIN A PORTION OF LOT 1, BLOCK 92, KINGS OFFICIAL MAP-CITY OF SANTA FE, 1912..", prepared by Dean L. Shrader, PS No. 12451 on 4/27/2012 and bearing his Project No. 03110-B. Said plat is recorded as document No. 1691,266 on 12/20/2012 in Plat Book 753 page 45, records of Santa Fe County, New Mexico.

Subject to reservations, restrictions, easements of record and taxes for the year of 2013 and thereafter.

Further, by this deed, the real estate is subject to the following restrictions:

1. The property shall not be considered a legal lot of record for any purpose, but rather shall be consolidated with the adjoining lands commonly known as 648 Old Santa Fe Trail by Grantee.
2. This parcel is subject to right of way for utility purposes.

Witness my hand and seal this _____ day of _____, 2014.

HIPPAUF & ASSOCIATES, INC.
REAL ESTATE APPRAISERS AND CONSULTANTS

Peter H. Hippauf, MAI, SRA
Michael Dry, MAI
Kay L. Sutt, Associate
Bill Gep, Associate
Tim Connelly, Associate

404 Brunn School Rd.
Building B
Santa Fe, NM 87505
(505) 988-8059
FAX: (505) 988-5743
www.hippauf.com

September 3, 2013

Dr. David K. Giles, Representative of the David K. Giles Charitable Remainder Trust
650 Old Santa Fe Trail
Santa Fe, New Mexico

RE: Appraisal of 447 square feet of vacant land located at 648 Old Santa Fe Trail, Santa Fe,
New Mexico

Dear Dr. Giles:

Pursuant to your request, I have appraised the above referenced property. As requested, the appraisal is presented in a restricted report format. As such, it presents limited discussions of the data, reasoning and analyses that were used in the appraisal process to develop my opinion of value. Supporting documentation has been retained in the file of this appraisal. The depth of discussion contained in this report is specific to the needs of the client. The appraisal was prepared in accordance with the Uniform Standards of Professional Appraisal Practice and is subject to the assumptions and limiting conditions found in the report.

Based on my investigation, and the data and analyses contained in the file of this appraisal, it is my opinion that the most probable market value of the fee simple ownership interest in the subject property "as is" and as of August 30, 2013 is **Six Thousand Dollars (\$6,000)**.

I respectfully refer you to the attached restricted appraisal report and addenda. If I can be of further service to you in regard to this appraisal or in any other matter, please do not hesitate to call.

Respectfully submitted,



Peter H. Hippauf, MAI, SRA

VL-3613

SUMMARY OF SALIENT FACTS, DATA AND CONCLUSIONS

Property location	A 447 foot portion of vacant land on the west side of Old Santa Fe Trail, approximately two block south of Paseo de Peralta
Property owner	City of Santa Fe
Client	Dr. David K. Giles, Representative of the David K. Giles Charitable Remainder Trust
Current use	Vehicle parking for adjacent residence
Effective date of value	August 30, 2013
Date of report	September 3, 2013
Purpose of the appraisal	Estimate market value
Intended Use of the appraisal	Assist the client with purchasing the subject parcel from the City of Santa Fe
Land area	447 square feet, per plat of survey (included in the addendum of this report)
Value Indication	\$6,000

RESTRICTED APPRAISAL REPORT

This is a Restricted Appraisal Report which is intended to comply with the reporting requirements set forth under Standards Rule 2-2© of the Uniform Standards of Professional Appraisal Practice for a Restricted Appraisal Report. As such, it presents no discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning, and analyses is retained in the appraiser's file. The depth of discussion contained in this report is specific to the needs of the client and for the intended use stated below. The appraiser is not responsible for unauthorized use of this report.

Client: Dr. David Giles, Representative of the David K. Giles Charitable Remainder Trust
650 Old Santa Fe Trail
Santa Fe, New Mexico

Appraiser: Peter H. Hippauf, SRA, MAI
Hippauf and Associates, Inc.
404 Brunn School Road, Bldg B
Santa Fe, New Mexico 87505

Subject: 447 square feet of land located on Old Santa Fe Trail. This parcel has historically been used as vehicle parking for a neighboring residence and business. It is owned by the City of Santa Fe. It has no official street address but has historically been associated with the residence at 648 Old Santa Fe Trail, and if purchased by the client, it would likely have that address.

Purpose of the Appraisal: The purpose of the appraisal is to provide the appraiser's best estimate of the market value of the subject property as of the effective date of value. Market value is defined by the federal financial institutions regulatory agencies as follows:

The most probable price which a property should bring in a competitive and open market under conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;

2. Both parties are well informed or well advised, and each acting in what they consider their own best interests,
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.¹

Location: The subject consists of a 447 square foot parcel of land situated on the west side of Old Santa Fe Trail, approximately two blocks south of Paseo de Peralta.

Property Ownership and History: Ownership of the subject property is vested in the City of Santa Fe.

Intended Use of the Report: For the sole purpose of assisting the client in purchasing the property from the City of Santa Fe.

Intended User of the report: The intended user of the report is the client, Dr. David K. Giles, representative of the David K. Giles Charitable Remainder Trust. Any other party who chooses to rely on this report is advised that the appraisers are not obligated to any party other than the original intended user, nor does reliance on the report by a party other than the original intended user result in such party becoming an intended user of the report.

Interest Valued: The ownership interest is fee simple.

Effective Date of Value: August 30, 2013, which is the date of inspection by the appraiser.

Date of the Report: September 3, 2013.

Scope of the Appraisal: In preparing this appraisal, the appraiser, (1) inspected the subject property, (2) gathered and confirmed information on comparable sales of similar properties, (3) applied the sales comparison to value.

As a restricted appraisal, this report presents only limited discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. The depth of discussion contained in this report is specific to the needs of the client and for the intended use stated in the report. Supporting documentation has been retained in file. No items of personal property were included in the appraisal. The appraiser is not responsible for the

¹ The Federal Register, Volume 55, No. 163, (August 22, 1990), pages 34228 and 34229; also quoted in the introduction to the Standards of Professional Appraisal Practice of the Appraisal Institute and in the Uniform Standards of Professional Appraisal Practice.

unauthorized use of this report.

Legal Description: Please note that as city-owned property, the parcel has no specific legal description. However, It is identified and highlighted on a plat of survey of the surrounding tracts as "City of Santa Fe, Book Z, Page 608. The plat may be found in the addenda of this report.

Subject: The subject consists of a small parcel of land containing 447 square feet, more or less. It is mostly rectangular and extends west from Old Santa Fe Trail for approximately 36 feet, and south along Old Santa Fe Trail for 12 feet. Because of difficulties in deriving the subject's square footage from the plat of survey, the city was consulted. City staff asked High Desert Surveying, Inc., to determine the subject's size and a figure of 447 square feet was calculated. This number is utilized throughout the analysis. Immediate and surrounding zoning is RAC, Residential Arts and crafts.

Highest and Best Use: The small size and shape of the subject limits its utility. I have concluded that highest and best use of the subject is its assemblage into the adjacent residential property as vehicle parking.

Analysis and Conclusion: Five vacant land sales were analyzed. All represented sales of city owned parcels. Adjustments were made for a variety of factors. Market conditions (time of sale) were considered first. Dates of sale range from 2006 through 2011. It is reasonable to believe that values would have changed during that time period. Based on data derived through paired sales analysis, upward adjustment of 0.4% per month was applied through the end of 2007. 2008 and 2009 remained relatively stable but downward adjustments of 0.3% per month were applied from the start of 2010 through the present.

Sizes of the comparables vary from 189 square feet to 2,418 square feet, compared to the subject's 447 square feet. Economies of scale are often present, with a larger parcel selling for less per square foot than a smaller parcel. Office data suggests adjustment within a range of \$0.001 to \$0.006 per square foot of difference. The higher adjustment is more applicable to sites larger than the comparisons. Thus, the smaller adjustment is appropriately applied as an upward or downward adjustment as necessary.

Location of the properties was also considered. The subject is located in a residential arts and crafts area in downtown Santa Fe. Sales One through Four represent parcels with residential applications, like the subject. Sale Five was purchased for commercial parking and had a previous rental history with the city. Comparison with the average size adjusted sales prices of Sales One through Four with the size adjusted sales price of Sale Five suggests a 40% difference. Therefore, Sale Five received a final downward adjustment of 40%. The sales and their adjustments are

summarized in a chart included in the addenda of this report.

After adjustment, the comparables exhibit a range of \$11.82 to \$14.62 per square foot. Mean and median values lie at \$13.36 and \$13.43 per square foot, respectively. Because of the continuing state of the economy and the local real estate market, a value toward the upper end of the range is not prudent. Therefore, the subject's market value has been reconciled toward the middle, at \$13.40 per square foot. Multiplying the subject's .447 square feet by \$13.40 results in a value of \$5,990, which is rounded to \$6,000.

Concluded Value: \$6,000

- * 10. REQUEST FOR CONCEPT APPROVAL OF SALE OF REAL ESTATE CONTAINING APPROXIMATELY 460 SQUARE FEET WITHIN A PORTION OF LOT 1, BLOCK 92 OF THE 1912 KINGS OFFICIAL MAP LOCATED WITHIN THE 400 BLOCK OF OLD SANTA FE TRAIL BY DAVID K. GILES (EDWARD VIGIL)

Committee Review:

Finance Committee (Scheduled) 07/15/13
Council (Scheduled) 07/31/13

11. REQUEST FOR FINAL APPROVAL OF EASEMENT TO BENEFIT SANTA FE COUNTY FOR THE PURPOSE OF EXTENDING WATER SERVICE TO THE SANTA FE ANIMAL SHELTER FACILITY AND OTHER PROPERTIES LYING SOUTH AND EAST THEREOF. THE REAL PROPERTY LIES WITHIN PORTIONS OF GOV'T LOT 1 AND THE NW/4 SE/4 SECTION 35 T17N R8E NMPM AND CONTAINS 0.93 ACRES BY BILL MOFFETT, PROJECT COORDINATOR (EDWARD VIGIL)

Committee Review:

Finance Committee (Scheduled) 07/15/13
Council (Scheduled) 07/31/13

12. REQUEST FOR CONCEPT APPROVAL OF LEASE AGREEMENT TO ALLOW FOR PARKING OF 5 MOTOR VEHICLES ON CITY PROPERTY KNOWN AS ARCHULETA PARK LOCATED AT 1622 W. ALAMEDA BY THE ADJOINING PROPERTY OWNERS AND THEIR TENANTS. ROBERT SEYMOUR AND JEANNINE SEYMOUR (EDWARD VIGIL)

Committee Review:

Finance Committee (Scheduled) 07/15/13
Council (Scheduled) 07/31/13

13. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT BETWEEN THE CITY OF SANTA FE AND ELEANOR CASTRO AND ARQUIMEDES CASTRO DBA THE BURRITO COMPANY TO CORRECT CLERICAL ERRORS IN AGREEMENT AND ALLOW FOR THE SALE AND CONSUMPTION OF BEER AND WINE WITHIN LEASED PREMISES ADJOINING 111 WASHINGTON AVE. (EDWARD VIGIL)

Committee Review

Finance Committee (Approved) 07/01/13
Council (Scheduled) 07/10/13

14. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO LEASE AGREEMENT BETWEEN THE CITY OF SANTA FE AND BOKUM BURRO ALLEY LLC AND SAN Q LLC TO ALLOW FOR THE SALE AND CONSUMPTION OF BEER AND WINE WITHIN THE LEASED PREMISES ADJOINING 31 BURRO ALLEY (EDWARD VIGIL)

Committee Review:

Finance Committee 07/01/13
Council (Scheduled) 07/10/13

15. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A GUN SAFETY PUBLIC SERVICE ANNOUNCEMENT (PSA) CAMPAIGN TO PROMOTE GUN SAFETY AWARENESS BY PLACING PSAs ON SANTA FE TRAILS BUSES AND BENCHES (MAYOR COSS AND COUNCILOR BUSHEE) (JON BULTHUIS/CHIEF RAEI)

Committee Review:

Public Safety Committee (Cancelled) 06/18/13

**SUMMARY INDEX FOR
PUBLIC WORKS/CIP & LAND USE COMMITTEE
July 8, 2013**

ITEM	ACTION	PAGE
1. Call to Order	Convened at 4:45 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as amended	1-2
* 4. Approval of Consent Agenda	Approved as amended	2
5. Approval of Minutes June 10, 2013	Approved as presented	2
INFORMATIONAL AGENDA		
6. Defouri Bridge Replacement	Presentation by Ms. Luján	2-3
CONSENT AGENDA LISTING		
	Listed	3-5
CONSENT DISCUSSION AGENDA		
12. Archuleta Park Parking Lot	Approved	5-7
16. Fountainhead/Certetti Park	Approved only part b)	7-8
DISCUSSION AGENDA		
18. City Purchasing Manual	Postponed indefinitely	8-10
19. Matters from Staff	Discussion	10
20. Matters from the Committee	Discussion	11
21. Matters from the Chair	Comments	11-12
22. Next Meeting	Set for July 29, 2013	12
23. Adjournment	Adjourned at 5:30 p.m.	12



4. APPROVAL OF CONSENT AGENDA

Councilor Rivera requested to move item 12 from the Consent Agenda to the Discussion Agenda.

Councilor Rivera moved to approve the Consent Agenda as amended. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.

5. APPROVAL OF MINUTES FROM JUNE 10, 2013 PUBLIC WORKS COMMITTEE MEETING

Councilor Calvert moved to approve the minutes of June 10, 2013 as presented. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.

INFORMATIONAL AGENDA

6. UPDATE – CIP NO. 823 – DEFOURI ST. BRIDGE REPLACEMENT PROJECT (DESIRAE LUJÁN)

Ms. Luján reported that the last bridge inspection of Defouri Bridge resulted in a score of 33.7 out of 100. That inspection was done by DOT. The City had funding from the CIP bond and DOT funding. They applied for additional money but had not heard back regarding approval. The City awarded \$230,000 for the engineering contract to The Louis Berger Group.

On July 18 this project was going to the Archaeology Review Committee and then would be considered by Historic Districts Review Board in August.

There was a memo in the packet regarding information on evaluation, construction ability etc. The recommendation was for a 60 ft. span and 31 ft. width and that it be ADA accessible and to bicycles. All the information was in the packet.

She said the second public meeting would take place very soon.

Chair Wurzbarger, thanked Ms. Luján for a good report.

Councilor Calvert noted the \$433,000 was just for the bridge. He asked if she had an estimate of how much more the cost would be.

Ms. Luján said it was in the ballpark of \$1.9 million and that incorporated engineering services. She offered to get back to him on that.

Chair Wurzbarger concluded that the City was short of what was needed. It appeared the City was going to start construction on a bridge with a deficient funding. They were about \$1 million off.

Ms. Luján explained that it was really a rough estimate.



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
JULY 15, 2013 – 5:00 P.M.

- 12. Request for Approval of Amendment No. 1 to Professional Services Agreement – Task Order Number 112 Runway 2-20 MIRL Replacement and Task Order Number 113 Passenger Facility Charges Application at Santa Fe Municipal Airport; Molzen-Corbin & Associates, Inc. (Francey Jesson)



- *13. Request for Concept Approval of Sale of Real Estate – Containing Approximately 460 Square Feet within a Portion of Lot 1, Block 92 of the 1912 Kings Official Map Located within the 400 Block of Old Santa Fe Trail; David K. Giles. (Edward Vigil)
- 14. Request for Approval of Easement – Benefit Santa Fe County for the Purpose of Extending Water Service to the Santa Fe Animal Shelter Facility and other Properties Lying South and East thereof, the Real Property Lies within Portions of Gov't Lot 1 and the NW/4 SE/4 Section 35 T17N R8E NMPM and Contains 0.93 Acres; Bill Moffett, Project Coordinator. (Edward Vigil)
- 15. Request for Approval of Lease Agreement – Allow for Parking of 5 Motor Vehicles on City Property Known as Archuleta Park located at 1622 W. Alameda by the Adjoining Property Owners and their Tenants; Robert Seymour and Jeannine Seymour. (Edward Vigil)
- 16. Request for Approval of Amendment No. 1 to Professional Services Agreement – The Velocity Project - Business Development Services on behalf of Economic Development; The MVM Group. (Kate Noble)
- 17. Request for Approval of a Resolution Relating to a Request for Approval of Fourth Quarter (Year-End) Budget Adjustments for Fiscal year 2012/2013 ending June 30, 2013. (Cal Probasco)
- 18. Request for Approval of a Resolution Directing Staff to Acquire a Third-Party Independent Audit of the 2008 Parks, Trails and Open Space Bond upon Completion of Projects Authorized in Accordance with the Bond. (Councilor Wurzbarger) (Isaac Pino)

Committee Review:

Public Works (approved)	07/08/13
City Council (scheduled)	07/31/13

Fiscal Impact – Yes

**SUMMARY INDEX FOR
SANTA FÉ CITY FINANCE COMMITTEE
July 15, 2013**

ITEM	ACTION	PAGE
1. CALL TO ORDER	Convened at 5:00 p.m.	1
2. ROLL CALL	Quorum Present	1
3. APPROVAL OF AGENDA	Approved as amended	1-2
4. APPROVAL OF CONSENT AGENDA	Approved as amended	22
5. APPROVAL OF MINUTES - June 17, 2013	Approved as presented	2
CONSENT AGENDA LISTING	Listed	2-4
CONSENT AGENDA DISCUSSION		
15. Archuleta Park Lease Agreement	Approved	4-6
18. 2008 Parks Bond Audit	Approved	6-8
19. Plastic Bag Ban Ordinance	Approved	8-9
20. Beautification Grant Agreement	Approved	9-10
21. Water Bill Relief for homeless serving agencies	Approved	10
DISCUSSION AGENDA		
24. Three Year Lead/Pre-Booking Diversion	Approved report	10-15
25. Other Financial Information		
A. GRT and Lodgers' Tax Reports	Lodgers report received	15-16
26. Matters from the Committee	Discussion	16
27. Adjourn	Adjourned at 7:00	16

Councilor Calvert asked for corrections to #13 and #15 listings on the agenda. #13 should say "600 block" and #15 should say "request for concept approval."

Councilor Calvert moved to approve the agenda as amended. Councilor Dimas seconded the motion and it passed by unanimous voice vote.



4. APPROVAL OF CONSENT AGENDA

Councilor Bushee requested discussion on items 15 and 18 to answer questions and asked to have her name added. She requested to pull #19 and #20 for discussion.

Councilor Calvert asked to pull #21 for discussion.

Chair Dominguez wanted to pull #18 also.

Councilor Calvert moved to approve the Consent Agenda as amended. Councilor Dimas seconded the motion and it passed by unanimous voice vote.

5. APPROVAL OF MINUTES – Regular Finance Committee Meeting – June 17, 2013

Councilor Calvert moved to approve the minutes of June 17, 2013 as presented. Councilor Dimas seconded the motion and it passed by unanimous voice vote except for Councilor Bushee who abstained.

CONSENT AGENDA LISTING

- 6. Bid No. 13/37/B – FY 2013/14 City Wide Water Utility Construction & Repair Agreement between Owner and Contractor; Sub Surface Contracting. (Mike Gonzales, Mike Moya and Bill Huey)**
- 7. Request for Approval of Amendment No. 2 to Professional Services Agreement – City Wide Water Utility Pavement Restoration Services; TLC Plumbing & Utility, Inc. (Bill Huey)**
- 8. Request for Approval of Revisions to Utility Billing Administrative Manual – Policy No. 15, One-Time Credit for High Consumption due to Unknown Cause. (Peter Ortega)**
- 9. Request for Approval of Support Services Agreements – Land Use, Building Permits, Code Enforcement, Business License, Police Records, Fire Records and new E-Government Software for Land Use; SunGard Public Sector, Inc. (Caryn Fiorina)**



Agenda REGULAR MEETING OF
THE GOVERNING BODY
JULY 31, 2013
CITY COUNCIL CHAMBERS

- e) Request for Approval of Information Technology Licensing and Professional Services Agreement – Enterprise Program Browser for Imaging Documents to Enable Municipal Court to Become Paperless (RFP #13/19/P); Justice Systems, Inc. (Judge Ann Yalman)
- f) Request for Approval of Grant Award – Operating Assistance Section 5307 for Santa Fe Trails; U.S. Department of Transportation, Federal Transit Administration. (David Chapman)
- g) Request for Approval of Amendment No. 1 to Professional Services Agreement – Task Order Number 112 Runway 2-20 MIRL Replacement and Task Order Number 113 Passenger Facility Charges Application at Santa Fe Municipal Airport; Molzen-Corbin & Associates, Inc. (Françey Jesson)
-  h) Request for Concept Approval of Sale of Real Estate – Containing Approximately 460 Square Feet Within a Portion of Lot 1, Block 92 of the 1912 Kings Official Map Located Within the 600 Block of Old Santa Fe Trail; David K. Giles. (Edward Vigil)
- i) Request for Approval of Easement – Benefit Santa Fe County for the Purpose of Extending Water Service to the Santa Fe Animal Shelter Facility and Other Properties Lying South and East Thereof, the Real Property Lies Within Portions of Government Lot 1 and the NW/4 SE/4 Section 35 T17N R8E NMPM and Contains 0.93 Acres; Bill Moffett, Project Coordinator. (Edward Vigil)
- j) Request for Concept Approval of Lease Agreement – Allow for Parking of 5 Motor Vehicles on City Property Known as Archuleta Park Located at 1622 W. Alameda by the Adjoining Property Owners and Their Tenants; Robert Seymour and Jeannine Seymour. (Edward Vigil)
- k) CONSIDERATION OF RESOLUTION NO. 2013-____.
A Resolution Relating to a Request for Approval of Fourth Quarter (Year-End) Budget Adjustments for Fiscal Year 2012/2013 Ending June 30, 2013. (Cal Probasco)
- l) Pursuant to Resolution No. 2013-33, Request for Approval of Option 3 to Provide Relief from Water Utility Billing for 501(c)(3) Local Non-Profit Organizations that Use Water to Provide Services to the Homeless Population in the City of Santa Fe. (Nick Schiavo)

**SUMMARY INDEX
SANTA FE CITY COUNCIL MEETING
July 31, 2013**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE #</u>
<u>AFTERNOON SESSION</u>		
CALL TO ORDER AND ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved	1-2
* APPROVAL OF CONSENT CALENDAR	Approved [amended]	2
CONSENT CALENDAR LISTING		2-4
APPROVAL OF MINUTES: REGULAR CITY COUNCIL MEETING – JULY 10, 2013	Approved	4
<u>PRESENTATIONS</u>		
SANTA FE FOOD POLICY COUNCIL ANNUAL REPORT		5-6
<u>CONSENT CALENDAR DISCUSSION</u>		
REQUEST FOR APPROVAL OF INFORMATION TECHNOLOGY LICENSING AND PROFESSIONAL SERVICES AGREEMENT – ENTERPRISE PROGRAM BROWSER FOR IMAGING DOCUMENTS TO ENABLE MUNICIPAL COURT TO BECOME PAPERLESS (RFP #13/19/P); JUSTICE SYSTEMS, INC.	Postponed to 08/27/13	6-8
PURSUANT TO RESOLUTION NO. 2013-33, REQUEST FOR APPROVAL OF OPTION 3 TO PROVIDE RELIEF FROM WATER UTILITY BILLING FOR 501(c)(3) LOCAL NON-PROFIT ORGANIZATIONS THAT USE WATER TO PROVIDE SERVICES TO THE HOMELESS POPULATION IN THE CITY OF SANTA FE	Approved	8-9

END OF CONSENT CALENDAR DISCUSSION		

DIRECTION REGARDING ALTERNATIVE ACTION ON SOUTHSIDE TRANSIT CENTER	Approved	9-10

- d) **REQUEST FOR APPROVAL OF SUPPORT SERVICES AGREEMENTS – LAND USE, BUILDING PERMITS, CODE ENFORCEMENT, BUSINESS LICENSE, POLICE RECORDS, FIRE RECORDS AND NEW E-GOVERNMENT SOFTWARE FOR LAND USE; SUNGARD PUBLIC SECTOR, INC. (KARYN FIORINA)**
- e) *[Removed for discussion by Councilor Ives]*
- f) **REQUEST FOR APPROVAL OF GRANT AWARD – OPERATING ASSISTANCE SECTION 5307 FOR SANTA FE TRAILS; U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL TRANSIT ADMINISTRATION. (DAVID CHAPMAN)**
- g) **REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – TASK ORDER NUMBER 112 RUNWAY 2-20 MIRL REPLACEMENT AND TASK ORDER NUMBER 113 PASSENGER FACILITY CHARGES APPLICATION AT SANTA FE MUNICIPAL AIRPORT; MOLZEN-CORBIN & ASSOCIATES, INC. (FRANCEY JESSON)**
-  h) **REQUEST FOR CONCEPT APPROVAL OF SALE OF REAL ESTATE – CONTAINING APPROXIMATELY 460 SQUARE FEET WITHIN A PORTION OF LOT 1, BLOCK 92 OF THE 1912 KINGS OFFICIAL MAP LOCATED WITHIN THE 600 BLOCK OF OLD SANTA FE TRAIL; DAVID K. GILES. (EDWARD VIGIL)**
- i) **REQUEST FOR APPROVAL OF EASEMENT – BENEFIT SANTA FE COUNTY FOR THE PURPOSE OF EXTENDING WATER SERVICE TO THE SANTA FE ANIMAL SHELTER FACILITY AND OTHER PROPERTIES LYING SOUTH AND EAST THEREOF, THE REAL PROPERTY LIES WITHIN PORTIONS OF GOVERNMENT LOT 1 AND THE NW/4 SE/4 SECTION 35 T7N R8E NMPM AND CONTAINS 0.93 ACRES; BILL MOFFETT, PROJECT COORDINATOR. (EDWARD VIGIL)**
- j) **REQUEST FOR CONCEPT APPROVAL OF LEASE AGREEMENT – ALLOW FOR PARKING OF 5 MOTOR VEHICLES ON CITY PROPERTY KNOWN AS ARCHULETA PARK, LOCATED AT 1622 W. ALAMEDA BY THE ADJOINING PROPERTY OWNERS AND THEIR TENANTS; ROBERT SEYMOUR AND JEANNINE SEYMOUR. (EDWARD VIGIL)**
- k) **CONSIDERATION OF RESOLUTION NO. 2013-72. A RESOLUTION RELATING TO A REQUEST FOR APPROVAL OF FOURTH QUARTER (YEAR-END) BUDGET ADJUSTMENTS FOR FISCAL YEAR 2012/2013 ENDING JUNE 30, 2013. (CAL PROBASCO)**
- l) *[Removed for discussion by Councilor Trujillo]*

