

City of Santa Fe, New Mexico

memo

DATE: October 21, 2015

TO: City Council

FROM: Mayor Javier M. Gonzales 

RE: Appointments

I would like to make the following appointments:

Audit Committee

Clark de Schweinitz – Reappointment – term ending 11/2018 (Resume attached)

Carolyn H. Gonzales – Reappointment – term ending 11/2018 (Resume attached)

City of Santa Fe, New Mexico

memo

Date: October 22, 2015

To: Mayor Gonzales
City Councilors
City Manager Brian Snyder
Internal Auditor, Liza Kerr

From: Ann Yalman 
Municipal Court Judge

Subject: Renewal of Audit Committee Member Terms

It has come to my attention that we need to renew the terms of the following Audit Committee members:

- Clark de Schweinitz
- Carolyn H. Gonzales

They have agreed to serve another term.

Per the Audit Committee Resolution there is a four term limit on reappointment, and the re-appointment shall be for three years in order to maintain staggered terms. It is the third term for Mr. de Schweinitz and the second term for Ms. Gonzales.

The two nominees provide valuable insight and experience to the committee. Mr. de Schweinitz has been very active in the legal community and has received a public service award from the Public Service Section of the Bar. Ms. Gonzales is a CPA and has conducted audits of private and governmental entities.

I have attached their resumes.

CLARK CROCKER de SCHWEINITZ
P. O. Box 1044
Santa Cruz, New Mexico 87567
(505) 747-2512

RESUME

PROFESSIONAL EXPERIENCE

Consultant Upon retirement at the end of 2008, part time consultant and registered lobbyist for Farm to Table, Inc., a nonprofit corporation, doing policy advocacy for small and midsize farmers and ranchers and food system and food access issues, 2009 to present

Legal experience From the fall of 1972 as an attorney for Northern New Mexico Legal Services Program and now for thirty years, I have concentrated my legal practice in those areas relevant to our client population and their legal needs in the following areas of lawyer-client representation: (a) public benefits and core income maintenance programs(Social Security disability, AFDC, Food Stamps, General Assistance) including administrative hearings and appeals to state and federal courts; (b) health law issues, especially for seniors and disabled in Medicaid and Medicaid Waiver eligibility; (c) "life planning" for seniors including advanced directives, durable powers of attorney, and devolution of small estates; (d) advice and counsel to community and non-profits groups including duties and responsibilities presentations and decision-making trainings to their governing boards; (e) special education "due process" hearings; (f) community based economic development and historical land use and protection efforts, assisting in the formation of corporate entities to bring about local economic benefits to local, rural communities; (g) representation of traditional users of the federal public domain for grazing and wood products, (h) representing an eligible client organization before the state Public Regulation Commission working to protect low income residential customers in rate issues and foster the implementation of energy efficiency legislation to their benefit.

Management From 1981 and until summer, 1991, when I voluntarily left to return to practice within the Legal Services Program, I was the executive director of the entire Program with a budget of nearly \$700,000 and staff of over twenty members located in five different offices covering fifteen rural counties in northern New Mexico. Responsible to our governing board, I had overall

authority for (a) supervising of legal work and community education efforts; (b) developing and administrating case selection priorities and handling client complaints and grievances when they arose; (c) preparing, projecting and overseeing annual budgets; (d) representing and speaking for the Program in its relations with the client community, funding sources and legal profession; (e) writing grant applications to federal and state agencies and private foundations and assuring compliance with their conditions; (f) developing and coordinating the involvement of private attorneys and the State Bar of New Mexico in providing pro bono legal assistance to low income persons, with emphasis on the legal needs of the elderly.

Public advocacy I have participated, on behalf of clients and groups in relevant policy issues before the State Legislature and interim committees. I have represented clients before state agencies in their rule-making and regulatory proceedings. I also represent clients, including community groups, in a variety of administrative law and adjudicatory proceedings. If necessary, I have continued this representation before reviewing and appellate courts. Such representation has been before agencies such as the Department of Human Services, Department of Health, Pubic Regulation Commission, U.S. Forest Service, Bureau of Land Management, various school districts and other public regulatory bodies. Recently, and as co-chair of the New Mexico Task Force to End Hunger, (created after the Governor's Summit on Hunger in October, 2003) I have been involved in investigating and seeking policy solutions to the presence of hunger and food insecurity in our state, including participation in the drafting and dissemination of an October, 2004 Report entitled Together We Can: Ending Hunger in New Mexico

EMPLOYMENT HISTORY

1972--Present Northern New Mexico Legal Services, Inc.
Now, Community and Indian Legal Services, Inc.

Staff attorney, Santa Fe office--1972-75
Managing attorney, Espanola office--1975-80
Managing attorney, Santa Fe office--1980-81
Executive Director, Program wide--1981-91
Senior attorney, Santa Fe office--1991-present
Director, Community Economic Development Project-1999-2002

VOLUNTEER ACTIVITIES

Board of Directors, and member of the Executive Committee,
Health Centers of Northern New Mexico, 1990-2003

Board of Directors and one year term as President,
Espanola Valley-Los Alamos affiliate of Habitat for
Humanity, 1994-1996

Board of Directors and one term as President,
Friends of the Farmers Market, 1997-2001

Member, KidsCount Advisory Board, New Mexico Advocates for Children
and Families, 1993-1999

Member, Women and the Profession Committee, NM State Bar, 1992--
present

Member, Community Advisory Committee, Con Alma Health Care
Foundation, 2003--2005

Member of the Board of Directors, Earth Works Institute, 2009 to
present

Volunteer, Ghost Ranch Abiquiu, O'Keeffe Landscape Tour

Revised: OCTOBER, 2010

CLARK de SCHWEINITZ
P. O. Box 1044
Santa Cruz, New Mexico 87567
(505) 747-2512

BRIEF BIOGRAPHY

I have been an attorney working with low income persons and community groups and organizations for over thirty years here in New Mexico. I came in 1972 as VISTA Volunteer attorney and began my career with a local economic development corporation assisting minority businesses in the Espanola Valley. After two years, I became a staff attorney with Northern New Mexico Legal Service, Inc., a federally funded nonprofit corporation providing civil legal assistance to low income residents. I have spent my legal career with this program and I have held a number of different positions, including being both a staff and managing attorney. For ten years I was the executive director of the entire program covering fifteen rural counties. In 1991 and at my own request, I stepped aside as executive director in order to return to practice with clients, and to do legal research for policy issues and negotiations with state and federal agencies on behalf of clients and their community organizations.

I have concentrated on assistance and counseling to community based organizations for their local economic and development endeavors and projects. In these years, I have worked with a number of farmers markets and their allied support organizations and policy councils. I have assisted with their legal and board development needs including appropriate internal decision making, understanding board liabilities and rights, and guiding local farmer markets boards in their dealings with public agencies.

In August, 2008, I left Legal Services (now a statewide program called New Mexico Legal Aid), thinking that 36 years was probably long enough. As a practicing attorney I have retired, but I continue policy work, as a part time consultant, with another nonprofit, Farm to Table, Inc. and its efforts to improve the New Mexico food system and increasing access to good and nutritious food to all New Mexicans. I still do some advising to local groups about their organizational development. I am currently on the NM Food and Agriculture Policy Council and volunteer as a tour guide for Ghost Ranch in northern New Mexico.

March, 2010

CAROLYN H. GONZALES

Certified Public Accountant
2213 Brother's Rd., Suite 200
Santa Fe, NM 87505
(505)424-9444

Education/Registration:

Bachelor of Accountancy, New Mexico State University, Las Cruces, N.M., December 1983.
Arizona State University, Tempe, AZ, 1979 - 1981.
New Mexico State Board of Public Accountancy (CPA) Certificate No. 4437.

Experience:

- 1988 - Present *Independent Accountant, (Self-employed)* – Preparation of financial statements, tax returns, financial statement audits and all filings required for not-for-profit and for-profit industries. Preparation of income tax returns for individuals and small businesses including consultation. Extensive work with not-for-profit entities with accounting and necessary filings. Preparation, review and monitoring of annual budgets. Set-up, review and monitoring of various computerized accounting programs. Evaluation, implementation and monitoring of internal control systems. Financial statement review and analysis. Interface with Boards and Committees and government agencies. Perform special projects for clients as needed. Set-up and structure of new business entities. Extensive computer operation skills, demonstrated proficiency in Quickbooks, Microsoft Word and Excel programs.
- 1987 - 1988 *Controller*, AmTech Technology Corp. - Performed accounting procedures on a daily basis including management of and reporting for payroll. Supervision of employees in the accounting department. Monthly financial statement preparation and year-end audited financial statements. Completion of and monthly monitoring of budgets. Extensive computer operation with personal computers.
- 1984 - 1987 *Supervising Senior Accountant*, Peat Marwick Main (KPMG), El Paso, TX and Denver, Performed as the in-charge accountant for the audits of federally, state and privately funded organizations. Duties included the planning, coordination, and staffing for audits. Conducted reviews of internal control systems including the performance of both substantive and compliance testing. Compiled financial statement information for completion of necessary reporting for various private and public agencies. Interface with clients. Extensive computer operation.

References: May be furnished upon request.