

**ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 02/12/14
ITEM FROM FINANCE COMMITTEE MEETING OF 02/03/14**

ISSUE:

20. Request for Approval of a Resolution Relating to Construction Apprenticeship Programs; Establishing an Apprenticeship Development Task Force to Create an Apprenticeship Development Plan for the City of Santa Fe that will Benefit Santa Fe County Residents and the Santa Fe Construction Industry. (Councilors Wurzburger and Bushee) (Kate Noble)

Committee Review:

Public Works Committee (no quorum)	01/27/14
Economic Development Review Sub-committee	02/03/14
Public Works Committee (scheduled)	02/10/14
City Business Quality of Life Committee (scheduled)	02/18/14
City Council (scheduled)	02/26/14

Fiscal Impact – Yes

FINANCE COMMITTEE ACTION: APPROVED AS DISCUSSION ITEM

SPECIAL CONDITIONS OR AMENDMENTS

Add Councilors Ives and Dimas as co-sponsors.

STAFF FOLLOW-UP:

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

3-19-12/FCMissue

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2014-____ Apprenticeship Development

SPONSOR(S): Councilors Wurzburger, Bushee, Ives, Dimas and Rivera

SUMMARY: The proposed resolution relates to construction apprenticeship programs and if adopted would establish an Apprenticeship Development Task Force to create an apprenticeship development plan for the City of Santa Fe that will benefit Santa Fe county residents and the Santa Fe construction industry.

Councilor Calvert has proposed an amendment to the resolution, per the attached amendment sheet

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: February 10, 2014

ATTACHMENTS: Amendment Sheet
Resolution
FIR

1 prosperity; and

2 **WHEREAS**, there is a need in Santa Fe to increase construction workforce development
3 opportunities for Santa Fe residents through education, workforce training and apprenticeship
4 programs; and

5 **WHEREAS**, the Governing Body desires to establish an Apprenticeship Development Task
6 Force to create a construction apprenticeship development plan for the City of Santa Fe.

7 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
8 **CITY OF SANTA FE** that the Governing Body hereby establishes the Apprenticeship Development
9 Task Force (“Task Force”).

10 **Section 1. PURPOSE:** The purpose of the Task Force is to create an apprenticeship
11 development plan for the City of Santa Fe that will benefit Santa Fe County residents and the Santa
12 Fe construction industry.

13 **Section 2. DUTIES AND RESPONSIBILITIES:** The Task Force shall build on
14 construction workforce development that has already been done by unions, community colleges and
15 other organizations such as ¡YouthWorks!. Additionally, the Task Force shall:

- 16 A. Research and explore what other municipalities and governmental entities have done
17 to develop construction workforce development programs.
- 18 B. Explore ways in which to establish construction workforce development
19 opportunities for the residents of Santa Fe including, without limitation, education,
20 workforce training and apprenticeship programs.
- 21 C. Explore potential opportunities for the City to enter into either public/private
22 partnerships or intergovernmental relationships for workforce development
23 opportunities.
- 24 D. Research available funding mechanisms for workforce development including
25 federal, state or private grants.

- 1 E. Prepare a fiscal impact report for developing a construction workforce development
- 2 plan.
- 3 F. Report to the City Business and Quality of Life Committee (“CBQL”) on a monthly
- 4 basis on the progress of the Task Force, until a final workforce development plan is
- 5 completed and presented to the CBQL.
- 6 G. Present the final workforce development plan to the Governing Body with a fiscal
- 7 impact report.

8 **Section 3. MEMBERSHIP; OFFICERS; TERM:**

- 9 A. Within two months of the adoption of this resolution, the City Business and Quality
- 10 of Life Committee (“CBQL”) shall provide Task Force member nominations to the
- 11 Mayor for appointment, with the approval of the Governing Body.
- 12 B. The Task Force shall consist of seven members who may be representatives of the
- 13 New Mexico Building and Construction Trades Council, Associated Builders and
- 14 Contractors of New Mexico, Santa Fe Chamber of Commerce, Santa Fe
- 15 Homebuilders Association, Santa Fe-owned construction contractors, Santa Fe
- 16 Community College, Santa Fe Public Schools, ¡YouthWorks! and civic
- 17 organizations.
- 18 C. The Task Force shall select its own Chairperson from the appointed members.
- 19 D. The members shall serve until they complete their duties and responsibilities as set
- 20 forth above.
- 21 E. Members shall serve without compensation

22 **Section 4. VACANCIES:** Vacancies on the Task Force shall be filled in the same
23 manner as initial appointments.

24 **Section 5. MEETINGS; DURATION:** The Task Force shall meet at least once per
25 month and shall conduct public meetings in accordance with the Open Meetings Act and adopted city

1 policies and procedures. Unless further extended by the Governing Body, the Task Force meetings
2 shall conclude no more than six months from the date of passage of this resolution.

3 **Section 6. STAFF LIAISON:** Economic Development staff shall serve as the liaison to
4 the Task Force.

5 PASSED, APPROVED AND ADOPTED this ____ day of _____, 2014.

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DAVID COSS, MAYOR

9 ATTEST:

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11

YOLANDA Y. VIGIL, CITY CLERK

13 APPROVED AS TO FORM:

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KELLEY A. BRENNAN, INTERIM CITY ATTORNEY

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25 *M/Melissa/Resolutions 2014/Apprenticeship Development*

City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. General Information

(Check) Bill: _____ Resolution: X

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): RELATING TO CONSTRUCTION APPRENTICESHIP PROGRAMS; ESTABLISHING AN APPRENTICESHIP DEVELOPMENT TASK FORCE TO CREATE AN APPRENTICESHIP DEVELOPMENT PLAN FOR THE CITY OF SANTA FE THAT WILL BENEFIT SANTA FE COUNTY RESIDENTS AND THE SANTA FE CONSTRUCTION INDUSTRY.

Sponsor(s): Councilors Wurzburger and Bushee

Reviewing Department(s): City Attorney's Office

Persons Completing FIR: Rebecca Seligman Date: 01/27/13 Phone: 955-6501

Reviewed by City Attorney: Kelley A. Brennan Date: 1/28/14
(Signature)

Reviewed by Finance Director: [Signature] Date: 1/30/14
(Signature)

Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:

The purpose of the resolution is to create an apprenticeship development program for the City of Santa Fe that will benefit Santa Fe County residents and the Santa Fe construction industry.

Section C. Fiscal Impact

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
 - b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
 - c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*
- 1. Projected Expenditures:**
- a. Indicate Fiscal Year(s) affected - usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
 - b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required
 - c. Indicate: "R" - if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
 - d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
 - e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: _____

_____ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY 13/14_	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY 14/15	"A" Costs Absorbed or "N" New Budget Required	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Professional Services	\$1,800.00	A	_____	\$ _____	_____	_____	_____	Gen. Fund
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Total:	\$1,800.00			\$ 0				

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY 11/12	"R" Costs Recurring or "NR" Non-recurring	FY 12/13	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected

	\$ 0	_____	\$ 0	NR	_____	_____
	\$ 0	_____	\$ 0	_____	_____	_____
	\$ 0	_____	\$ 0	_____	_____	_____
Total:	\$ 0	_____	\$ 0	_____	_____	_____

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Pursuant to the resolution, the task force will meet a minimum of one time per month over a six month period, therefore, the cost for stenographer services would be approximately \$1,800 (\$300.00) per meeting.

Section D. **General Narrative**

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None that staff is aware of.

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

There would not be an opportunity for the City to work with the Community to establish a construction apprenticeship program for Santa Fe residents through education, workforce training and apprenticeship programs would not exist.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

None that staff is aware of

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

Supporting the apprenticeship development plan for the City of Santa Fe would assist in local workforce development which would be essential to create, sustain and retain a viable construction workforce, which in turn has the ability to create social and economic prosperity for our community.

Form adopted: 01/12/05; revised 8/24/05; revised 4/17/08