



Agenda

**SPECIAL FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
APRIL 30, 2015
9:00 A.M.**

ALL MEMBERS OF THE GOVERNING BODY ARE INVITED TO ATTEND THIS MEETING

CITY CLERK'S OFFICE
DATE 4/24/15 TIME 3:00
PREPARED BY Oscar Rodriguez
REVIEWED BY [Signature]

1. CALL TO ORDER
2. ROLL CALL AND RECONVENE RECESSED MEETING OF APRIL 28, 2015
3. APPROVAL OF AGENDA FOR THE REMAINDER OF THE MEETING
4. REVIEW OF INFORMATION REQUESTED FROM APRIL 28, 2015 MEETING
5. CONTINUATION OF REVIEW OF FISCAL YEAR 2015-2016 OPERATING BUDGET

F. Expenditures

9:00 a.m. – 10:00 a.m.

Department Reviews

a. Community Development

- Convention and Visitors Bureau
- Land Use
- Housing and Community Development
- Community Services

10:00 a.m. – 10:15 a.m. **BREAK**

10:15 a.m. – 12:00 p.m.

Department Reviews

b. City Services

- Transit
- Airport
- Parks and Recreation
 - i. General Fund Activities
 - ii. Special Revenue Activities

12:30 p.m. – 1:00 p.m.

LUNCH



Agenda

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1:00 p.m. – 2:00 p.m.

Department Reviews

c. City Services

- Public Works
- Facilities

2:00 p.m. – 3:00 p.m.

Department Reviews

d. Enterprise and Special Revenue Funds

- Water
- Solid Waste
- Wastewater
- Parking
- Other Major Special Revenue Funds

3:00 p.m. – 3:15 p.m.

BREAK

3:15 p.m. – 4:30 p.m. Department Reviews

e. Support Services

- City Manager
- City Attorney
- Finance
- Human Resources
- Information Technology and Telecommunications

4:30 p.m. – 5:30 p.m. Department Reviews

f. General Government

- Mayor's Office and City Council
- Municipal Court
- City Clerk
- Internal Audit



Agenda

**SPECIAL FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
APRIL 30, 2015
9:00 A.M.**

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6. 6:00 PM PUBLIC HEARING
 7. APPROVAL OF RESOLUTION ADOPTING CITY OF SANTA FE'S OPERATING BUDGET AND ORGANIZATIONAL CHART FOR FISCAL YEAR 2015-2016

ADJOURN

**SUMMARY OF ACTION
SPECIAL FINANCE COMMITTEE MEETING
Thursday, April 30, 2015**

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<u>CONTINUATION OF REVIEW OF FISCAL YEAR 2015/2016 OPERATING BUDGET</u>		2
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<u>PUBLIC SAFETY</u>		
FIRE DEPARTMENT	Approved	3-13
POLICE DEPARTMENT	Approved	13-20
CONVENTION & VISITORS BUREAU	Approved [conditional]	20-26
LAND USE DEPARTMENT	Approved	26-29
HOUSING AND COMMUNITY DEVELOPMENT	Approved	30-36
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<u>CITY SERVICES</u>		
TRANSIT	Approved	38-42
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SPECIAL REVENUE ACTIVITIES	Approved	42-49

ENTERPRISE AND SPECIAL REVENUE FUNDS

WATER	Approved	50-67
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PARKING	No action	69
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SUPPORT SERVICES

CITY MANAGER	No action	70
CITY ATTORNEY	No action	70
FINANCE	No action	70
HUMAN RESOURCES	No action	70
INFORMATION TECHNOLOGY AND COMMUNICATIONS	No action	70

GENERAL GOVERNMENT

MAYOR'S OFFICE AND CITY COUNCIL	No action	70
MUNICIPAL COURT	No action	70
CITY CLERK	No action	70
INTERNAL AUDIT	No action	70

PUBLIC HEARING	No one speaking	70
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REQUEST FOR APPROVAL OF RESOLUTION ADOPTING CITY OF SANTA FE'S OPERATING BUDGET AND ORGANIZATIONAL CHART FOR FISCAL YEAR 2015-2016	No action	70
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ADJOURN		70
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**MINUTES OF THE MEETING
CITY OF SANTA FE
SPECIAL FINANCE COMMITTEE
Wednesday, April 30, 2015**

1. CALL TO ORDER

A Special Meeting of the City of Santa Fe Finance Committee, was reconvened by Chair Carmichael A. Dominguez, at approximately 9:00 a.m., on Wednesday, April 30, 2015, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Carmichael A. Dominguez, Chair
Councilor Ronald S. Trujillo
Councilor Joseph M. Maestas
Councilor Signe I. Lindell
Councilor Christopher M. Rivera

OTHER GOVERNING BODY PRESENT

Mayor Javier M. Gonzales
Councilor Peter Ives

OTHERS ATTENDING:

Brian K. Snyder, City Manager
Oscar S. Rodriguez, Finance Department
Yolanda Green, Finance Division
Elizabeth Martin for Melessia Helberg, Stenographer.

There was a quorum of the membership in attendance for the conducting of official business.

NOTE: All items in the Committee packets for all agenda items are incorporated herewith to these minutes by reference. The original Committee packet is on file in the Finance Department.

3. APPROVAL OF AGENDA

Chair Dominguez said the two Departments we didn't finish on Tuesday are Public Safety – Fire and Police, and would like those to be first on the agenda before Community Development

MOTION: Councilor Trujillo moved, seconded by Councilor Maestas, to approve the agenda, as amended.

VOTE: The motion was approved unanimously on a voice vote.

4. REVIEW OF INFORMATION REQUESTED FROM APRIL 28, 2015 MEETING

Mr. Rodriguez distributed copies of the Organizational Chart [Exhibit "2"] and a vacancy chart [Exhibit "3"].

Responding to the Chair, Mr. Snyder said the 159 positions are a snapshot in time in March, noted 21 of the positions have been vacant for more than 24 months.

Councilor Lindell asked if the \$1.5 million refers to the 21 positions.

Mr. Snyder said that is correct. He said they don't budget 100% of personnel costs for the City, because no department has 100% of its budgeted positions filled. He said there is a vacancy credit of 4%, and 96% of positions approved in the Org. Chart were funded. He said they looked at actual and scaled it back to whatever was realistic for that department. He said vacancy savings is anything above and over that vacancy credit which already is applied.

Responding to the Chair, Mr. Snyder said the vacancy credit was 4% across the board, although in some departments that doesn't make sense.

Chair Dominguez said then next year the budget will look a lot different in terms of how many of these positions are filled.

Mr. Snyder said no. It's making assumptions that there will be a certain number of positions throughout the year that will be vacant, and we're not budgeting/funding those. Last year we funded 96% of the personnel across the board, and this funding on department projections, trends, and past history. He said if there are more vacancies than planned, that will be the vacancy savings realized.

Mr. Rodriguez said in the BAR in the Budget Book, we are recommending that the Council recognize those savings and transfer those funds to the ending balance. He said they are keeping track of these estimates in our monthly finance reports.

5. CONTINUATION OF REVIEW OF FISCAL YEAR 2015/2016 OPERATING BUDGET

A copy of *City of Santa Fe Annual Operating Budget – Fiscal Year 2015-2016 City Manager's Recommended Plan*, is incorporated herewith to these minutes by reference as Exhibit "1." Copies are on file in the Finance Director's Office.

A copy of *City of Santa Fe Organizational Chart FY 15/16*, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "2."

A copy of *"Vacancy Positions by Department"*, dated April 30, 2015, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "3."

A copy of total positions by Department, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "4."

A copy of CIP projects by Department, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "5."

A copy of *Vacancy Percentages by Department*, dated April 30, 2015, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "6."

A copy of *FY 15-16 Budget Water Division*, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "7."

A copy of *Santa Fe Fire Department Finance Committee Budget Presentation*, dated April 28, 2015, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "8."

A copy of the list of employees with the Water Division, entered for the record by staff, is incorporated herewith to these minutes as Exhibit "9"

F. EXPENDITURES
DEPARTMENT REVIEWS
3. a. PUBLIC SAFETY
1) FIRE

Mr. Rodriguez said some of you may know that the departments have many different funding sources. The budget in the General Fund is not the only money they have to spend. The Fire Department is one of those. You have a handout that shows all the resources they have. The General Fund is the principal source of funding, the property tax is another. He said staff wants to ensure that you have the full picture in terms of funding and permitted uses of those funds. He said they will show the same information for all the departments.

Mayor Gonzales said if the funds are restricted to certain functions, there has to be personnel to support the function, and if personnel have another function, how do you account for that.

Chief Litzenberg said none of our personnel are split among those funds, and reviewed the breakout of funds in Exhibit "1." Please see Exhibit "1" for specifics of this presentation.

Chair Dominguez said in some departments there is an allocation, and he would like to see that detail for all departments.

Mayor Gonzales asked if there are FTEs paid from the State Fire Fund.

Chief Litzenberg said no employees are paid out of that fund.

Erik Litzenberg, Chief, Fire Department, reviewed the information in Exhibit "8." Please see Exhibit "8" for specifics of this presentation.

The Committee commented and asked questions as follows:

Chair Dominguez asked if we know how much each fire call costs, and if so, can we associate it with the increased cost for the newly annexed area.

Chief Litzenberg said there are 2 ways to do that. One is to divide that number into the total items related to the call. He said we could ask our billing company what we charge for a call. He said it's hard to answer that question.

Chair Dominguez said he is curious as to what the cost will be for the increase in call volume because of the annexation.

Mayor Gonzales asked the protocol for a response assuming it is non-fire related, in terms of personnel and apparatus that shows up.

Chief Litzenberg said the 911 Dispatch Center is a regional center, and dispatches City and County Sheriff. He said as far as EMS and Fire, we have a national agreed upon standard, which is a very complex triage, a very complex matrix which is based on very standardized questions accepted nationwide, and the end there will be an recommendation for what kind of apparatus and what number of people should be sent.

Responding to the Mayor, Chief Litzenberg said everyone is medically trained in the event they have to provide complex medical care, and second is lifting help.

Mayor Gonzales said he's more focused on the number of people that are responding to a call, and less on the apparatus, and asked if there is a measurable cost to an engine responding versus an ambulance responding where the delivery might be less.

Chief Litzenberg said obviously, the engine costs more. He said over the past 4 years they have been putting more ambulances on the street, noting the majority of calls are for emergency medical assistance.

Mayor Gonzales said part of the national standard does not require an engine, commenting that there is the issue of cost in terms of sending a fire engine versus a paramedic vehicle. He said it makes sense to transition to more EMT units.

Councilor Rivera asked Chief Litzenberg to explain why it doesn't make sense to use a chase vehicle instead of a fire engine to do this.

Chief Litzenberg said you need to keep in mind we cannot do away with our obligation to provide fire response. He said one of the trends they have been pushing in union negotiations, and we are taking steps to move forward, is the number of people by union contract who have to be on a fire engine and putting them more into chase vehicles and ambulances to provide service. He said for years and years, at the State and national level it was considered it was important for a fire response to get 3 or more people on a fire truck. In recent years they have started to take a step back from that. He said part of it is subject to negotiations and union buy in.

Mayor Gonzales asked if it fair to say what is holding us up from going from a engine response to a chase vehicle, is that the union contract has negotiated the type of apparatus that is used for response, and Chief Litzenberg said that is an accurate statement.

Mayor Gonzales asked if there is any level of direction or policy that the Council is able to provide that would create the parameters for negotiations. He said it makes sense if there is a true realized savings or benefit, and there are real savings to invest in more FTEs or training, then it needs to be evaluated, and doesn't know we can do this in this budget. Or, can we begin to track all calls over the next year so we have a summary of the difference in costs to send an engine or a chase vehicle to a call..

Chief Litzenberg said this would be very difficult to do this in this budget cycle, commenting they are in negotiations trying to change the union's position. He believe they have had some success and they are now moving in that direction, and as they move forward, he can provide analyses as we move forward.

Councilor Maestas said he is uneasy about not having a station in the newly annexation area, noting the pre-annexation map showing the disbursal of calls. He said we really need to push for the rescue vehicle to cut the response time until we build a new station. He thinks this is more urgent.

Chair Dominguez said the new program they are working on will have an impact on that as well, commenting it is starting to come together.

Councilor Rivera noted the County has a Fire Station in the traditional Village of Agua Fria, and asked if there is any sense of whether they will continue after the 5 year period.

Chief Litzenberg said we are going on the assumption they will maintain coverage in the traditional Village of Agua Fria. He said he has talked to the County Fire Chief about some way to share the Station, but the station is already in such condition that it does not have a lot of usable life left in it, as well as that it's really not big enough to be shared.

Councilor Rivera asked, in the long term, if it makes sense to built a \$3.5 million Fire Station if they are going to stay there long term.

Chief Litzenberg said "I think we have to build a station somewhere in that area." He said he is relatively sure that the career staff from the County will move out as we move in, noting this will leave us with a volunteer station is relatively close to our Fire Station, and their Fire Station is now within the City limits.

Councilor Rivera asked if the property has been secured, commenting we made a move at the end of the year to do that, but hasn't heard anything.

Mr. Snyder said we have signed an agreement with the State Land Commissioner, and everything we talked about several months ago has moved forward with the new Land Commissioner, as well as the challenges with the grazing rights. The grazing rights have been removed from the City limits. The resources and term has been negotiated by Matthew O'Reilly, with a lease agreement of \$3,000 to \$4,000, with a one-time commitment of \$1,000. We have acquired the land and they are continuing to work with the Land Commissioner on other opportunities.

Councilor Rivera said, with regard to ambulance billing, on page 34 of the Budget Book it says the actual amount of revenue generated from ambulance fees is \$3.5 million, and asked if that is different from what Chief Litzenberg presented.

Mr. Rodriguez said he spoke with Chief Litzenberg about this number. He said it includes fees for the year, and fees paid the previous years or are outstanding receivable from previous years. He said when auditors look at that, they say whatever comes is actual for that fiscal year.

Councilor Rivera asked if it is safe to say you'll have the same circumstance this year, and asked the reason for estimating the lower amount, and asked if that is just to be safe.

Mr. Rodriguez said yes, "It's just to be safe." He said the one-time payments from two years ago is part of what people owed, and we are treating it as a one time event. He said we are projecting a declining trend in that revenue, with the thinking that the trend will hold for past due fees as well.

Councilor Rivera asked the collection rate.

Chief Litzenberg said it is approximately 45% on average, although he doesn't have that information with him.

Councilor Rivera asked if there is a collection system to ensure all revenues are collected.

Chief Litzenberg said their collection is in line with what the City does. It is soft collections. He said when people owe us money, they write numerous letters, escalating in severity and after 3 letters then stop contacting them.

Councilor Rivera asked if the collection rate is 35-50%.

Chief Litzenberg said yes, and believes that is pretty much the national trend.

Councilor Rivera said on page 91 of the Budget Book he lists \$1.28 million transfers out to other funds and asked what is that for.

Chief Litzenberg said the majority is \$1, 119,910 which is a transfer out to the RECC, so that only leaves \$100,000 or less.

Councilor Rivera why the transfer to the RECC.

Chief Litzenberg said, for whatever reason, that is the way the RECC has always been funded.

Cal Probasco said about 10 years ago, the RECC was taken over by the County. The Council made a decision on an amount for RECC report for Fire and Police, noting the transfer is from the General Fund to the Police Public Safety and the Fire Public Safety Funds.

Responding to Councilor Rivera, Mr. Probasco said it is a large portion of the revenue stream going into the fund.

Councilor Rivera said, regarding the State Fire Fund and your current budget of \$1.35, the Department requests \$635,000, and assumes that is a loan payment.

Chief Litzenberg said that was transferred into that fund for ladder trucks from the CIP transferred into that fund.

Councilor Rivera said then just some was just transferred out.

Chief Litzenberg said we only get \$635,000 from the Fire Fund, so our budget for this year is \$635,000 which is what we get from the State, noting there won't be another \$850,000 spent this year.

Councilor Trujillo said asked about the 7 vacancies shown.

Chief Litzenberg said he has no vacancies now, because they just started our academy, noting they set the trigger point at 10 vacancies to make it cost effective to hold an academy.

Mr. Snyder said they have no vacancy, but that shows they are in the academy.

Councilor Trujillo said Chief Litzenberg commented that we have outstanding debt for ambulance, and after 3 letters are sent out we just let it slide, and not pursue it further.

Chief Litzenberg said that is correct.

Councilor Trujillo asked the reason.

Chief Litzenberg said he believes that is the City's collection stance, and that is what he has been told to do.

Councilor Trujillo said better collections definitely could benefit the Fire Department.

Mr. Snyder said he appreciates that comment and we have had discussions about that, and we have a soft collection policy. He said collections for parking are more severe, but we can look at changing those policies if you would like to do so.

Councilor Trujillo asked if we go after any federal funding.

Chief Litzenberg said "we are incredibly aggressive in looking for outside grants and federal grants."

Councilor Trujillo said he wants to make sure as a City that all departments are looking for grants, commenting that as a City we're not all that aggressive.

Mr. Rodriguez said one of the main reasons the financial policy is part of the Budget Book is so you can give us clear policies on how to proceed. He said we can amend the portion about soft collections, and make that part of the budget approval process.

Councilor Trujillo said he would like to have that discussion after the budget.

Chair Dominguez we can direct staff to come up with some language we can consider throughout the course of the year, something with teeth. He said he always thought some of that revenue should be built into the City Manager's contract that they actively and pro-actively develop their own administrative policy to pursue and collect past due monies owed to the City.

Mr. Snyder said in the past there have been discussions about collecting all past due moneys, and the challenge has been to find the balance between collecting revenues and being too harsh. He said he will develop language along those lines

Chair Dominguez said if the policy is in place and the City Manager isn't following the policy and making those collections then there is a problem.

Councilor Ives said a great deal of the past dues may be due to indigency, and asked when picking up indigent folks do we have the capacity to see if they qualify for insurance or get them in a position to charge the indigent fund.

Chief Litzenberg said we have a billing company who is doing their best to tap into indigent funds and believes they already are doing their best. A large part of what we are trying to do is to get all revenues.

Councilor Ives said at some point, but maybe not part of this budget cycle, he would like to know within 30-60 days, what we have received from those funds and getting folks signed up.

Councilor Lindell page said on packet page 58 we show that in 2013/14 \$3.5 million was received in ambulance fees and in the current budget \$2 million and asked the reason for the reduction.

Chief Litzenberg reiterated his previous answer to that question.

Councilor Lindell asked if we really did collect that amount in one budget year.

Chief Litzenberg said yes, noting the 45% rate of collection holds true collection holds true, noting this was a one time event when people paid outstanding ambulance fees, and they aren't projecting that collection again. .

Councilor Lindell said the past due amount is astounding. She feels there may be a lot of people who know the City's soft policy on collections and may make a conscious decision not to pay. She thinks this is something the Council needs to discuss in the future when the policy is brought forward to decide what policy we really want to have on that, commenting they are leaving a lot of money on the table.

Councilor Lindell said on page 90, under FTEs in account 1515 we have 84, and then 196 in account 1516, and asked if this is correct.

Chief Litzenberg said, "Yes, what he provided in his presentation is correct, and he understand where we got the numbers. He said the Budget Book was assembled by Finance with numbers from the City's various sites. It also counted the number of grant positions we have that are not being funded, so double-counted a number of positions. He said they went to restricted funding of key figures from the previous year's budget, so a number of positions were double calculated.

Councilor Lindell said that isn't acceptable, because then we don't have true numbers.

Mr. Rodriguez said, "What we're showing you is what is in our records as of July 1, and I wanted to disclose this to you. He said we are likely to have this discussion on each of the departments. He said positions which have been vacant for a long time, and have existed but unfunded in years past, are still being accounted for in the system, noting it is a rather antiquated system for accounting for these positions. He said rather than to start to parcel those and give you a fixed number, we thought it would be better to disclose to you what that figure is, so you have all that information.

Councilor Lindell understands the struggles, but what is in the Budget Book tells her that we're going to have 12 additional FTEs in next year's budget that have been on this budget.

Mr. Rodriguez said, "We are only adding 2 FTEs."

Councilor Lindell said she gets that now, but her book says 12, and if she didn't ask the question she wouldn't know it was only 2 FTEs. She said there are only two basic expansion requests in ITT and

talking about an Assistant City Manager, and then you see this plus 12. And you go further in the book and in Transportation it says they're giving up 40-50 positions. She said, "These are not real numbers, but they're the numbers we were given. We need to have some way of knowing what the real numbers are."

Mr. Rodriguez said he understands her frustration, commenting he has it as well. He said what you see here is completely cleaning up all of those accounts so we have a clean count going forward. He said we no longer are going to account for positions which have been explicitly defunded by the Council in past years. He said that is what you're seeing here are all those numbers. He said, "That last number is a cleanup of that accounting. We thought we would err on the side, and just tell you what it was on July 1, 2014." He said he understands her confusion, commenting it is a confusing endeavor and we thought it would be good for you to see our struggle with this.

Councilor Lindell said just showing this to us without a fairly detailed explanation does not serve the departments well, because this is 12 more FTEs than last year. She asked, "Chief do you think you're getting 12 more FTEs than last year. Yes or no."

Chief Litzenberg said, "No, we're getting 2 more positions."

Councilor Lindell said this is problematic for here, but she really doesn't know from the information she has been given, what she is being asked to fund, and that's a problem. She said she thinks we need to have a policy discussion about how to about collect outstanding fees in the future.

Chair Dominguez said the shell game of FTEs, and how it's worked in the past has been very confusing. His hope is that this starts to set the trend on the practice from this point forward. He said if we are at the same place next year where this numbers game is going on, he thinks it will raise a lot of concerns.

Councilor Maestas thanked Chief Litzenberg for his presentation, saying it is very professional in terms of honesty and frankness, and he appreciates it very much. He said his first concern is that we are committing ourselves to a 5-year, fiscally constrained, capital improvement plan. He asked what plans we have to begin dedicating programming to at least start the project development for Station 11, and do we have any funds programmed in the budget. He said last year the First Department requested \$500,000 to start the project development process. He said we have 3 years, and asked how long we are to put off initiating this major capital improvement project. He said he feels strongly we should program the funds for project development in this budget, and asked Mr. Snyder to comment.

Mr. Snyder said it is not in this budget. It was requested last year and it was not approved by the Council. He said the hope is that through capital planning, to include the Station and have that conversation as a City-wide goal, reiterating there is no planning for this issue in this year's budget.

Councilor Maestas, "And I want to say for the record, Mr. Chair, I hate moving forward with project development without having committed construction funds. We have been doing that in this City, but I don't want that to be the case for the station. And so between now and the time we approve the final budget, I am going to be laser focused on coming up with project development funds for projects like this,

that we know we have to have in 3 years. And there's no guarantee we might have it constructed and operational by 2018 to provide adequate coverage to the annexed areas, but I want to make sure we have much better discipline in committing ourselves on a project development, design, construction traffic on some of these capital project. I think we're got a \$400,000 to \$500,000 deficit right here in this Department for project development for Station 11."

Councilor Maestas continued, "The other issue I have is, I see there's a plan to take out an NMFA loan for the breathing apparatus. And based on the presentation from the Chief, this is apparatus that can't be repaired, it's got to be replaced outright on the specific cycle. I was dismayed to see a loan taken out for buses. And in my previous experience as a Mayor, to me, it's not a good practice where you take out a loan whose term exceed the life cycle of the purchase. He asked if there is way to find other grant money for the breathing apparatus instead of taking out an NMFA loan."

Chief Litzenberg said the intent was to get a loan for something which usable life is longer than the service of the loan, and they don't get a lot of Take out a loan whose term will far exceed the purchase.

Councilor Maestas asked, regarding special events, if there is inconsistent accounting and planning for special events. He said some feel it is part of the cost of doing business. He said in looking at the trend and increasing call volumes there has to be a way for the sponsors to compensate, or for the budget process to compensation all of the departs which support these special events and a policy with real funding, planning and compensation to all of the support departments for special events. He realizes they bring in money and are great for our economy, but there are inconsistent line items in the budget for special events. He doesn't want to continue to over-taxing public safety for special events without some kind of budget and planning for special events. He will be pointing that out in moving forward.

Mr. Snyder said he agrees, but it is inconsistent for a reason. It is inconsistent because some fees are waived, some fees are paid, and it depends on what department and what event as to what fees actually pay for the cost of doing business. He said we spend hundreds of thousands of dollars supporting these events and the cost is absorbed in the budget, noting we don't get paid for Zozobra. He said this is the way we have been doing this, and we would continue to seek grant funding before we take out a loan. He said our intent is that the usable life of the purchase will be longer than the term of the loan, reiterating there is no consistent polity in this regard.

Councilor Maestas said we have good history on resources expended by various departments for at least the recurring expenditures, and we need a policy for the funding and resources required for some of these special events.

Chair Dominguez said this isn't a new issue and has been raised in previous budget discussions and throughout the years. He asked if it is easy to segregate the cost of these special events within each department. For example, for Fiestas and other events, Fire and Police tell us the overtime will cost because all hands are on deck. He asked if there is a way to segregate those costs, and if so, then we can start putting that in our Budget Books so we have a clear understanding, and we know what it costs and we are able to measure the positive impact ourselves.

Mr. Snyder said it's not in our accounting system, but he will work on a spreadsheet containing that information.

Chair Dominguez said the direction is for staff to start to parse those costs during the course of the year, so next year we have a better idea, and create an accounting level. He thinks it would be beneficial so we can start to measure the cost versus the impact ourselves – be able to measure the cost versus the benefit.

Mayor Gonzales said ultimately he wants to move to a budget process where the resources match a stated outcome or goal. He asked Chief Litzenberg if, 5 years from now, was for the Fire Department to be a high performing, innovative department, what would be the metrics established to be sure meet that goal. He said it would help him to understand how this budget aligns with some of those metrics.

Chief Litzenberg said he thinks the primary matrix for us is the response time, saying the intent is to get services provided in under 8 minutes on average, and said, "We would love to far exceed that, not from a budgeting perspective, but from a performance perspective, are the absolute metrics that we would hope to achieve.

MOTION: Councilor Rivera moved, seconded by second Councilor Trujillo, to approve the Fire Department budget, as presented.

DISCUSSION: Councilor Maestas said he still feels this budget lacks adequate funding to begin the design of Station 11, and will continue to try to get it added to the budget.

Councilor Rivera said we are approving the base budget. He asked if we will have a discussion at a later time about funding for CPI.

Chair Dominguez said, "Yes. That will be part of another discussion."

Councilor Rivera said in the Organizational Chart handed out this morning [Exhibit "2"], on page 10, an Assistant Fire Chief is highlighted in yellow. He said he believes this position was deleted several years ago.

Chief Litzenberg said that position was removed several years ago.

Mr. Snyder said it was removed two years ago, and is unsure why it is in the Chart

Chair Dominguez said there is a motion, asking Mr. Snyder if he wants to send the charts back for staff to make sure they are accurate.

Councilor Maestas said for future planning, staff needs to let us know if we are on the hook for capital expenses, and perhaps we should start the discussion with any relative changes which will impact the budget with regard to our participation in the RECC.

Mr. Rodriguez said we want to make sure that as you approve the budget you are approving the FTE count, and this is part of cleaning up this record.

Councilor Rivera said there are 2 new positions in that count for specifically for CPI, and asked if that is correct.

Mr. Rodriguez said, "To be clear, what you are approving is 194."

Councilor Rivera said then we are approving the base budget, and any expansion will be discussed later.

Chair Dominguez said the Committee wants to have a separate discussion on the expansions.

Mr. Snyder said this is correct, and he will have the Organization Chart modified and brought back for approval.

Councilor Maestas said he thinks it is good to see the call volume, but he wants to look at response time, and that isn't an accepted metric in Public Safety. He wants to see response time tracked and report as a metric for public safety, and he wants to see that in the future.

VOTE: The motion was approved unanimously on a voice vote.

Chair Dominguez thanked Chief Litzenberg for his presentation, noting we are way behind the schedule, and he asked the departments to be as brief as possible.

2) POLICE

Mario Salbidrez, Deputy Chief, Police Department, presented information from the Budget Book [Exhibit "2"], page 87, noting there is no separate written presentation. Please see Exhibit "2," for specifics of this presentation.

The Committee asked questions and commented as follows:

Mayor Gonzales said he didn't see the year's accomplishments listed on page 87. He said there is a request in this budget for lapel cameras, and asked if budget has been identified for a camera for every Police Office.

Deputy Chief Salbidrez said there is internal funding to be able to purchase the majority of those lapel cameras for officers.

Mayor Gonzales asked if there is a request in next budget for the acquisition of more lapel cameras.

Deputy Chief Salbidrez said no, and they will utilize internal funding such as the Law Enforcement Protection funding which is from the State to help fund those in the future.

Mayor Gonzales asked if the lapel cameras are operational right now.

Deputy Chief Salbidrez said not entirely, noting they are in the process of finalizing the funding.

Mayor Gonzales asked the expected date the officers will be wearing a camera that is recording what is happening.

Deputy Chief Salbidrez said right now there is implementation for the Traffic and Bicycle units, and they are testing several products. He said they have made a decision to go with the uniformity of Digital Ally, Inc., which they have in units. He said they have purchased docking stations and tested 10 of the cameras. He said they are now moving through the committees for approval to purchase lapel cameras to outfit about 90% of patrol officers. He said for additional cameras, they will consider funding from the LEPPF for the upcoming year to go ahead with purchasing cameras to complete the outfitting of all units.

Mayor Gonzales asked the Deputy Chief to explain how the camera is activated and what it is captured, if it is the latest technology and if it is subject to the officer actually starting the camera.

Deputy Chief Mario Salbidrez said the technology ties the lighting of the unit into the camera being worn by the officer, and as soon as they hit the lights on the unit it will activate the camera in the unit and the camera being worn by the officer. If the officer activates the camera, it will activate the camera in the unit as well. He said it will always be recording audio on the body camera.

Mayor Gonzales asked if there are controls in place if it didn't happen to determine whether or not a microphone is activated when there is a stop – how do we make sure of that.

Deputy Chief Salbidrez said they don't have that linkage, but the redundancy of the unit in the car and the one on the officer will increase capturing video in evidence.

Mayor Gonzales asked if the camera in the car is capturing the data and transmitting it to a central data base.

Deputy Chief Salbidrez said there is a wireless down feed into a service system at the Police Department to the docking station and it will be held in-house.

Mayor Gonzales asked if there is funding for training, particularly in areas of de-escalation and the ability to have the skill set to approach individuals who might be mentally ill that could cause harm to the individual or to the officer. He asked if that is part of the normal training budget, asked what will be done over the next year to make sure officers have that training.

Deputy Chief Salbidrez said they have policies and procedures for lapel cameras, to make sure the officers are operating the cameras appropriately and that they are turning on appropriately. The first line supervisors will review the videos, and the officer will be subject to discipline if they aren't meeting standards. They use the Law Enforcement Protection Fund [LEPF] to fund supervisory training, and they can hire outside contractors to help officers learn to deal with the mentally ill.

Mayor Gonzales he wants to make sure there are metrics in place in responding to a true crime, and would like to know the response time. He said training is obviously a key component and wants to make sure there are metrics in place for identifying and reducing property crimes. He would love for the Committee to discuss the allocation of a pool to be used for bonuses to focus on recruitment for Santa Feans to become police officers – whether that is housing or what – that allows a reward after a year.

Chair Dominguez said management has presented a balanced budget and we would have to take into consideration of the source of funding, and staff could develop a policy on how to spend those funds. He said at the least we create such a fund, so as we move forward if funds are available we can do that in the upcoming budget year.

Mr. Snyder said a couple of years ago a relocation fund was set up for relocating officers as an incentive for recruitment, and perhaps that fund could serve dual purposes.

Nancy Jimenez, Police Department said they included \$50,000 in the proposed budget as an incentive to help officers to relocate to Santa Fe. She said currently it is set up for a maximum of \$2,000 per individual, for a maximum of \$50,000 for the year. She said it is there and there is the possibility to adjust that fund to use part of the \$50,000 for moving expenses and/or whatever policy you set up. She said it may need to be negotiated through the POA contract in terms of incentives, depending on when it would be paid out. The first year, the officers are not covered by the POA contract, but after that they are, so there would be an issue of negotiation.

Chair Dominguez said the discussion has been duly noted.

Mr. Snyder said if it is the wish of the Finance Committee and the Governing Body, there is a relocation policy previously approved by the Council, and they can provide the language for what can be done for Finance Committee review.

Chair Dominguez said it needs to be part of the budget to set aside the money targeting changing the policy.

Councilor Lindell said on page 88 there is an increase from what the Department requested for administrative, and a decrease in the patrol division.

Ms. Jimenez said she can guesstimate it because there are vacancies so there was a difference in the salaries, and because everything was grouped together it includes vehicle expense, noting there aren't vehicle requests as frequently in administration.

Mr. Probasco said one of the major items included in the original request for vehicles because of stress and strain in the Police GRT fund where typically there are a large number of vehicles, plus an adjustment in the General Fund. They moved to the vehicles and equipment to the special revenue fund, so that is an adjustment of approximately \$500,000. Also in administrative area they made an adjustment in the jail expenditures. He said the \$580,000 is the use of Correction Fee money in reserves. He said there was use of reserves in both cases in the special revenue funds and will need to be replaced.

Councilor Lindell said on page 87 there is a reinstatement of the Domestic Violence Liaison and the implementation of a second person, and asked if there is an expansion of FTEs in this budget.

Deputy Chief Salbidrez said they are not asking for expansion of FTEs.

Councilor Lindell said it looks like there are 2 new positions or a reshuffling, and a reimplementation of the Intelligence Unit. She asked if people are being moved from one division to another.

Deputy Chief Salbidrez said they are using current resources. He said one of the tasks given to him was to reimplement the Domestic Violence person.

Councilor Lindell said then we will have two people doing that.

Deputy Chief Salbidrez said that is correct.

Councilor Lindell asked if there is gang unit.

Deputy Chief Salbidrez said currently they have a Street Crimes Unit.

Councilor Lindell asked if it functions as a gang unit and Deputy Chief Salbidrez said it is part of it.

Councilor Rivera said it looks like a straightforward budget. He asked if the transfer of funds is to the RECC as well, similar to the transfer from Fire.

Mr. Probasco said years ago a decision was made administratively to transfer an amount to the General Fund, roughly \$70,000, to cover the impact of pay raises and it was approved after the budget was developed. He said the RECC transfer is coming from the General Fund into the Special Revenue Fund for the same reason.

Councilor Rivera asked about the Correction Fee Fund expenditures, and the reason that is less.

Ms. Jimenez said the \$150,000 is about what they receive each year from Municipal Court. She said over the last several years, balances built up in the Correction Fee Fund that were not used. She said last year we asked that the cash reserves be used, and the reason it increased to \$309,000, noting that

they use \$148,000 to \$150,000 to cover the increases last year. She said at this point, we will need to use cash reserves from the fund for this year, noting she is projecting a shortage of \$120,000. They will be coming forward to ask to use cash reserves to cover the jail costs for the next few months.

Councilor Trujillo asked if the Police Department has any outstanding debts that haven't been collected.

Deputy Chief Salbidrez said they do have a few from the STOP program, and the [inaudible] program. He said their approach is to follow the City standard of soft collections.

Councilor Maestas said in the previous presentation from the Fire Department they were given call volume statistics on a fiscal year basis with a geographic disbursement of the calls. He said it would be good to have consistent statistics, at least in public safety, so we can get a sense for call volume. He said yesterday the unions expressed concern about the increasing rate of call volume.

Councilor Maestas is concerned about Animal Control, noting they came to the Committee several months ago with a compelling presentation, and it seemed like an emergency. However, he has heard nothing since. He asked the Deputy Chief to address how they addressed the animal control demands.

Deputy Chief Salbidrez said as far as an emergency situation, it was presented to us that we were not getting additional support for the annexed areas. He said they worked it out with the County under Sheriff Garcia, and he has reaffirmed staff to assist. However, they are requesting a reclassification of two positions to fill two Animal Services positions once they fully take possession of the newly annexed areas in 2015.

Chair Dominguez asked if those positions are budgeted

Mr. Snyder said they are budgeted through the reclassification of two vacant positions, a similar approach to a request 4-5 months ago not approved by Council, which will be brought forward.

Councilor Maestas said then there are 6 positions proposed, with 2 more which will be reclassified.

Deputy Chief Salbidrez said they currently have 7 positions, one supervisor. They will then be reclassifying 2 additional positions.

Councilor Maestas said he wants us to aggressively pursue the full deployment of lapel cameras. He said there is a new legal issue of the video footage – is it public information or should it be edited prior to release for public purposes. He wants to make sure we stay ahead of this emerging issue, noting there is a video storage issue that needs to be resolved. He asked if we are sending raw footage from lapel cameras to RECC, does the City lose control, for example. He said there has been public scrutiny in the delay in releasing video from lapel cameras. He wants to develop a policy on management of the video footage and what is considered public.

Deputy Chief Salbidrez said he thinks the Mayor was asking if there was a connection between front line officers and the RECC. He said they won't have direct access, and the data will be stored in terminals at the RECC, and the recordings will be stored at the Police Department.

Councilor Maestas said he wants to know what is considered to be public information from a legal standpoint.

Deputy Chief Salbidrez said they are following best practices established by the Attorney General's Office.

Councilor Maestas said he is concerned about the dependence of the Police Department on DNA analysis by the Crime Lab. He said he has several constituents who spend months waiting for DNA analysis. He asked what the City can do to clear the backlog for our cases. He said we are at the mercy of the crime lab of another political entity. He wants to explore innovative financing to fund an FTE solely dedicated to City of Santa Fe Cases. He doesn't favor jumping cases ahead of more violent crimes, but he still wants to come up with a solution to our dependence on a crime laboratory managed by others. He said his direction to staff to explore this issue to come up with some kind of solution, noting the wait has now gone from 6 months to a year. He asked how this delay is impacting cases.

Deputy Chief Salbidrez said the waiting time has increased, but there is a backlog State-wide. He said we can work with the District Attorney to get a Court order to get results ASAP on a case-by-case basis.

Councilor Maestas asked how many cases are pending DNA and fingerprint analysis by the Crime Lab.

Deputy Chief Salbidrez said the Santa Fe Police Department has a backlog of 50-100 pending cases, but he has no idea what that is State-wide.

Councilor Maestas said we need swift justice, and the crime lab issue is starting to impede the pace of our investigations and we need innovative solutions to clear the backlog. He said his direction to staff is for Chief Garcia to work with the City Manager, and to meet with the DPS Secretary to see if they can come up with a solution.

Chair Dominguez reminded the Committee that this is a budget hearing and, although he understands the operations impact the budget, he would like the Committee to stay focused on the budget, commented that the issue is duly noted.

Councilor Ives said on that point, he spoke with the Corrections Secretary Gregg Marcantel and he is going to identify the issue to the Secretary of Public Safety, so hopefully that did just happen. He is happy to meet with the Secretary of Public Safety as well, and would encourage Chief Garcia to talk with the Innovation Center on Cerrillos where they have a very modern lab facility. He said the alternative

might be here in Santa Fe, although he doesn't if the equipment in the lab is capable of doing this kind of work. He said it might be a way to promote additional business in Santa Fe and help the State Lab get its backlog cleared.

Councilor Ives strongly supports some of the measures, specifically working with the mentally ill, and the mitigation of use of force, and would love to hear more specific information outside of the hearing in terms of what the Department is doing specifically, because it is the heart and soul of community policing which he thinks needs to be the paradigm in Santa Fe. He said the City Manager's recommendation is a 10:17 ratio of men to line officers and asked if that falls with the parameters you will be considering in terms of right-sizing.

Mr. Rodriguez said, "No. He said a lot of the costs are common to the whole department"

Councilor Ives said, "That explains the difference, so are we right-sized, noting he saw no evaluation in terms of the Department."

Mr. Rodriguez no. The only baby step we took toward right-sizing is calculating the vacancy rate more accurately, specifically to the Department, noting there would need to be an 8% cut in the budget."

Councilor Ives said he appreciates that it will take, of course, several years to get to right-sizing. However, he understood that we would begin to start to look at that during this budget cycle. He requested that the City Manager direct that memorandum be written that talks about right-sizing that talks about employees of comparable, complex, municipal organizations.

Mr. Snyder said one of the duties of the Deputy City Manager would be to focus on right-sizing.

Councilor Ives said it is aggregated so you can't look at these numbers to understand that. He doesn't need the specifics until he knows the paradigm. He said we can start those discussions over the summer.

Ms. Jimenez said, regarding the personnel in administration, the estimate is a combination of patrol and administrative.

Chair Dominguez said with regard to the implementation of the suggestions in the Memo, that might take some time.

Mr. Snyder said presuming the Deputy City Manager is approved, and hired by August 1, 2015, he will report to the Governing Body in September 2015.

Councilor Ives asked if there are funds in the budget for some sort of mobile surveillance camera unit.

Deputy Chief Salbidrez said they are in the final stages of putting that together.

MOTION: Councilor Maestas moved, seconded by Councilor Trujillo, to approve the Police Department budget, as presented with one amendment to include the reclassification of the two FTEs within the Department to create two additional Animal Control Officers.

DISCUSSION: Councilor Lindell asked if the request is to create two additional FTE's.

Councilor Maestas reiterated that it is to reclassify two existing FTEs in the Department to Animal Control Officers.

Councilor Lindell asked Deputy Chief Salbidrez if he agrees with that.

Deputy Chief Salbidrez said, "Absolutely."

VOTE: The motion was approved unanimously on a voice vote.

1) CONVENTION & VISITORS BUREAU

Randy Randall, Director, Tourism Santa Fe Department, reviewed the budget information in the Budget Book. Please see Exhibit "1" for specifics of this presentation.

Mr. Randall said a BAR will be coming before this Committee on Monday to move \$1.189 million into the Tourism Santa Fe budget to fund additional amounts of money next year going forward as follows: add \$300,000 to the Marketing Fund, operation of a Visitor's Center on the Plaza which requires 2 additional personnel; create an incentive pool for the sales people; an additional \$1 million to cover the debt service that remains for the Convention Center; and creating an additional contract for Native American Liaison from the Department to better leverage the value of our Native American community.

The Committee commented and asked questions as follows:

Mr. Rodriguez said Mr. Randall is referring to the \$1.1 million which is a BAR that is going to happen in this fiscal year. This recognizes the increase in revenue which we have been checking for months – Lodgers' Tax has come in a lot stronger than what was budgeted. He said on Monday, there will be a BAR to recognize the additional revenue with \$500,000 to the Convention budget deficit of \$750,000.

Chair Dominguez asked how the budget will be impacted if the BAR isn't approved.

Mr. Randall said we are on track to bring in \$9.1 million this year, and will continue to grow that amount through the proper use of these funds, and we clearly will have another \$9 million next year. He said the BAR is a safety net for the additional amount they want to spend next year, commenting they are going money that is earned next year.

Chair Dominguez said he sees how the BAR would play out. He said in the Personnel Summary they are going from 32 FTEs to 30 FTEs, and asked where we are "taking from to get to 30, and where you are expanding 2."

Mr. Randall said, "Those aren't my numbers, and aren't consistent with the old charts. He said currently they have 29 FTE's in the Department, and with the additional funding they would increase to 34 FTEs."

Mr. Rodriguez said the FTE counter in the City does this full time.

Mr. Rodriguez said, "What you see there is 30, is what I had that was funded. He said some positions were double counted last year. We are trying to clean up the number of positions. "

Chair Dominguez asked if we will have a better count next year, and Mr. Rodriguez said yes.

Councilor Maestas said he doesn't understand how \$1 million could not be incorporated into the budget and asked if the BAR isn't approved for what other purposes the money can be used beside for those being proposed in the BAR.

Mr. Probasco said the BAR recognizes that it already has been reported in the Monthly Financial Report.

Councilor Maestas said he has a breakdown of some of the requests in the BAR provided by Mr. Randall, and he can support some of those, and may not support others. He said a public transportation is one of the other authorized uses of Lodger's Tax. He said an increment of Lodger's Tax which specifically is earmarked for the Convention Center. He is uncomfortable in moving forward without the BAR, and he is a little upset that this budget does not include that \$1 million.

Mr. Randall the budget does include the additional \$1 million. The basis of Lodgers' Tax for this year's budget for the total Department was \$8 million, and for the proposed budget it is \$9 million which is based on the current income. He said this Department with proper management will continue grow, commenting the additional funds are not a windfall, but earned through Lodgers' Tax, and you are getting a \$3 for every \$1 that Lodgers' Tax increases. The mission is to continue to spend Lodgers' Tax dollars effectively grow the tourism business and the associated gross receipts.

Chair Dominguez said that isn't the point of contention, it's the process by which we will account for the monies. He said we could ask them to give us the BAR before we approve this budget, so the BAR goes forward with the budget. He said he is hearing from Councilor Maestas that there may be some discussion about how that money will be spent.

Councilor Maestas said we need to break out the different sources of Lodgers' Tax that includes the \$1 million.

Chair Dominguez asked what happens if the tourism economy completely goes away this year, and we've tied our hands by approving this budget.

Mr. Randall said the fact is that the funds are there, because they were earned this year. If tourism should go into the tank and not continue to earn the funds, their budget is different from other budget in that the payroll represents 20 to 25% of budget, and contract services represent the lion's share. If funds are not available moving forward, we simply reduce the level of contract services. The marketing budget can be reduced if funds aren't there to support it. And, if excess funds are that, it actually could be increased. He said there is flexibility with the contract during the year and we're not stuck with it. He said there is no reason in today's economy to even consider that tourism is going to be reduced, because it is going to continue to grow.

Chair Dominguez said he can debate that, and asked if we use these funds to reduce our debt.

Mr. Rodriguez said in the BAR it looked like Lodgers' Tax is getting bigger and bigger. He said they are recommending that \$500,000 of that be transferred to the Convention Center Fund, which is \$750,000 in deficit. The BAR amends this year's budget, and is not part of next year's budget, and is to recognize additional revenue in this year's budget. He said it is your decision as to how those monies will be used this year. He said money will still flow into those coffers, and we're just recognizing that. He said we recommend that this year you put that money into a different source of funds, and it won't have a material effect on next year. If you do approve the BAR, then this is our recommendation, otherwise it will not impact the operating budget.

Chair Dominguez said what he is hearing is if we want to give up the flexibility to spend the extra \$1 million that Lodgers' Tax has generated, or give you the authority to do that. However, you feel that's part of the challenge. He is unsure how to measure the return, but that's part of the challenge we have.

Mr. Randall said he would suggest that the return is measured by an 11% increase over the previous year, and will continue, and when it doesn't continue then we can bring in some other people to help him do it right. He said we think we are doing it right currently, and currently they do support the Transit Department with \$300,000 and \$275,000 goes to Police and Fire over time. He said in answer to Councilor Maestas's question about the funds can be used, there is a certain amount that has to be used in tourism and marketing and there is an opportunities to use other funds in tourism-type uses, but it has to be tied to tourism. He said it's been proven in other communities that using additional funds to market the community brings a bigger return than taking the funds away to support what could be considered as tourism-related services.

Chair Dominguez said members will be given first opportunity to speak and then other members of the Governing Body ample time to ask questions as speak.

Councilor Rivera said it would be nice to have the same list as Councilor Maestas that indicates where the BAR is going to be spent, commenting he seems to be the only person who has that.

Mr. Rodriguez said staff didn't distribute the list to which Councilor Maestas is referring. It is on Monday's agenda, and it you will see the BAR in great detail.

Councilor Rivera said then it is anticipated an additional \$1 will be made every year, and we are seeing it is either less than or more than the City Manager's recommended budget for the next fiscal year.

Mr. Randall said the way he reads it that it contains this year's revenues from parking to cover the debt service which has been added to the approved budget, and next year it will be handled in a different year. He said under Santa Fe Civic Center it is recommended at \$8.203, so that accounts for \$750,000 of the revenues, the variance, which he believes was transferred from Parking to cover the debt service. He understands that will be handled in a separate debt account. He said the numbers also have been inflated through the transfers in and out, which "I have yet to fully understand, but they compound on themselves as they are recorded."

Mr. Randall continued showing an actual budget of \$13,932, and in truth it is about \$10 million in expenditures.

Mr. Probasco said his only comment is the Lodgers' Tax allocation of to all the pieces in the current year is \$8 million. He said the initial budget has increased to \$9 million, and realistically, as the trend continues we may a little shy in putting \$9 to \$9.2 million in there.

Councilor Rivera said Mr. Rodriguez mentioned that the personnel summary had you at 30 positions, and you say it is about 34 positions, asking if those are expansion positions.

Mr. Randall said whether they are expansion or we take currently vacant positions and reclassify them, there will be 5 additional people in Tourism Santa Fe. That consists of one National Sales Manager to expand our sales effort, a doubling of our custodial capacity from one to two for a 70,000 sq. ft. building, and the two personnel that will be required to operate the visitors on the Plaza.

Councilor Rivera said he thinks there is a separate process for expansion items, noting this wasn't listed as expansion items as a part of the original budget.

Mr. Snyder said it is not considered as an expansion with the original request. How, as he expressed early, similarly he looks at tourism as being different from any other department from the City. He said the budget already has been realized based on revenue received to date, and they are behind in spending the revenues we're realized. He said, "I took the approach that it is a different department with a different look and feel and different funding source. That's the way I looked at it and didn't call it out as an extension."

Councilor Bushee arrived at the meeting

Councilor Rivera said he agrees with Councilor Maestas, and is uncomfortable in moving forward with this budget until we clearly understand the funding.

Councilor Lindell said she thinks an 11% increase is terrific, and congratulated them on bringing in this additional revenue. She said she would say to her colleagues that she doesn't find this section any more or less confusing than any other section of the Budget Book. She understands the funds are there and we probably could cut back on contracts if necessary. She asked where the third visitor's center will be on the Plaza.

Mr. Randall said it will be in the Plaza Galleria Building, the third space down on the right.

Responding to Councilor Lindell, Mr. Randall said the only time we ever had a visitors center on the Plaza was during the construction of the Convention Center. He said they will evaluate keeping a visitors center over time.

Councilor Lindell reiterated she is elated with the numbers, which shows the economy has taken a move in the right direction, we have the right staff working together. She would be happy to move this forward at this point.

Councilor Trujillo asked if part of the \$1 million can be spent for Fire and Police apparatus.

Mr. Randall reiterated the expenditure of funds has to be tied directly tied to tourism, noting funds go for Police overtime for special events such as Fiestas, Indian Market, but not for the purchase of equipment.

Councilor Trujillo asked if funds can be used by the Arts Commission.

Mr. Randall said the Arts Commission gets 1 point of the 7 points of Lodgers' Tax collected currently, which is included in the proposed budget.

Councilor Bushee said she understand the idea that money spent for advertising and promotion provides a better return for our dollars. She said we fought had to have the Convention & Visitors Center to recognize that the community supports our visitors, particular for Transit. She wants to continue to support the shuttles and special pickups. She understands they want to fund fire trucks and machines. However, you do need to keep an open mind as far as the visitors experience also includes the Transit, trails, and safety on the trails. She is grateful you are supporting the ski basin shuttle which is directly related to tourism. She is unsure why the \$1 million is in contention and the reason it's not discussed here in the budget, the details of how that is expended.

Mr. Randall said he did explain how it would be used, although he didn't submit that in writing. He talked about the support of tourism for Transit, noting he is working with Transit to repurpose the shuttle so it does serve more of a tourist need. He said right now it is a helter scheduled program and even residents don't know what it does, let alone our tourists.

Responding to Councilor Bushee, Mr. Randall said the service should be on a circular basis, and they have a group to focus on that, and Transit and Tourism Santa Fe are working well together to get it repurposed, and will be working on that next week. He said they understand these funds will come back to

the City and can be used to address needs in the community. The current program provides funding for the additional payroll for better services at the Convention Center to keep the facility clean and properly maintained.

Councilor Bushee said she doesn't want him to think that the only way to promote Santa Fe is through advertising, because it is their experience while they are here that will bring them back.

Mr. Randall said he agrees.

Councilor Bushee asked if we can get the details of the \$1 million dollars.

Chair Dominguez said one of the options would be approve the budget, but that we get some of those details before the budget is finally approved by the Council.

Councilor Ives said on page 97 of the Budget Book there are 4 line items for Lodgers' Tax funds, and the total Department request of \$9,069, 683 and the City Manager's recommendation is \$9,043.599. He said we're talking about the additional revenue, and he believes the uptick is due, in large part, to the great job being done by the Tourism Department. It has the greatest possibility of putting us back to the higher levels before the downturn. He said this drives retail in terms of people coming to Santa Fe, noting retail is one of the two areas where we suffered our greatest loss in GRTs. He said it makes sense to allow approval of the BAR so this department can continue its brilliant performance, because the work being done is elevating the City's economy significantly. He asked the impact of tourism on Santa Fe.

Mr. Randall said it is in excess of \$800 million.

Councilor Ives said he can't think of a better way to spend this money. He said, " Lets not take a high performer and slap their hands for being a high performer."

Councilor Rivera said he agrees with Councilor Ives that it is a high producing organization. He reminded this Committee that the Water Company, also a special fund is doing well and that fund is being recommended to balance the budget. He said, "So what applies here in my opinion should apply to the water company as well, as we move forward."

MOTION: Councilor Lindell moved, seconded by Chair Dominguez, to approve the Convention and Visitors Bureau budget as presented, conditioned on seeing the additional BAR at the Finance Committee on Monday.

DISCUSSION: Councilor Maestas this is positive, great news,. However it is a curve ball in terms of dealing with the \$1 million. He said earmarks in the BAR were not incorporated into the budget, although the revenues seem to be approved. There needs to be a level of comfort across the committee. He said if the motion isn't approves, he is prepared to make an action to postpone to later today to give Randy time to distribute information about the upcoming BAR.

Chair Dominguez said as the second, he would ask the Maker of the motion to require them to bring that information regardless of how the vote goes on the motion, and Councilor Lindell, as the second said that was okay with her.

VOTE: The motion was approved on the following Roll Call vote:

For: Chair Dominguez, Councilor Lindell, Councilor Maestas, Councilor Rivera and Councilor Trujillo.

Against: None.

2) LAND USE

Lisa Martinez, Director, Land Use Department, presented information from the Budget Book, on the Land Use Department budget. Please see Exhibit "1" for specifics of this presentation.

The Governing Body commented and asked questions as follows:

Mayor Gonzales congratulated Ms Martinez on a great job. He said as the workload continues to increase he would like to see technology in place to allow for easier processing. He said there are a lot of years of tenure among the Land Use staff. He said it seems people are at the top and are unable to go beyond that and have to wait for a cost of living increase. He asked if there are funds in the budget to develop/create incentives to employees to built a skill set to move into other positions and a different wage scale, stating for example the employees at the front desk.

Ms. Martinez said she agrees and they are working on establishing a tier system, commenting it is important to create a career path, noting they are working on establishing a tier system. They will hire individuals with certain level of expertise, and if they get a new certification, they can move up to another tier. She said that would be 10% increase, with 5 tiers.

Mayor Gonzales asked if there is a Director's position that is vacant in the Historic Preservation Division, noting he has received a request from the historic community to fill that position. He asked the plan in that regard.

Ms. Martinez said currently we do not have a Division Director. They do have a Senior Manager position which is filled currently. She said only 3 of the 5 divisions have directors. She said they would like to move in this direction, but wants to be sure have the funding to do that. She will work with the City Manager to see about reclassifying some of the positions into division directors.

Mayor Gonzales said he understands the challenges. However, without a named director there is a concern that preservation isn't as much a priority as it should be. He would like to work on a plan to get those positions filled and/or to reclassify positions so there is a clear director or leader of preservation in name and in title that sends a strong message to the community that it is a priority for the City.

Councilor Maestas said he recalls there is a partial waiver on impact fees which will expire in February 2016, and asked the revenue projections include additional revenues subject to the lifting of the partial waiver.

Ms. Martinez said the impact fees are collected by the City and are used by others, noting the expenditures are restricted by State Statute to specific projects and administered by the Public Works Department.

Mr. Rodriguez said we have put aside all of the CIP policy/budget decisions so you can see all that together – revenues and expenditures and all of the projects proposed.

Councilor Maestas asked if all revenues are earmarked for capital.

Ms. Martinez said that is her understanding.

Councilor Maestas said perhaps we should revisit that issue, and what can be allocated to LandUse.

Councilor Lindell said currently we are at 47 FTEs and will be at 47 next year.

Ms. Martinez said that is correct.

Councilor Lindell said then we staying the same and we are having a salary, wage and benefit increase of \$181,000.

Ms. Martinez said that is correct, per the City Manager recommendation.

Councilor Lindell, referring to the first page of the Memo under specific priorities and goals, asked Ms. Martinez if she is recommending that we bring long term planning back into Land Use.

Ms. Martinez said not at this point but they are working more closely with economic development and staff to talk about amendments to the General Plan they would like to see done. She said this hasn't been discussed in detail but they are collaborating more closely.

Councilor Lindell Ms. Martinez if she would be opposed to seeing that kind of organizational shift.

Ms. Martinez said no, and believes that ties into what they do.

Councilor Lindell said she wants the policymakers to pursue that conversation, and seems it would be good to have Long Range Planning to be in the Land Use Department, and asked if she would be willing to have some consideration on that.

Ms. Martinez said yes, absolutely.

Chair Dominguez said that would be an interesting conversation to have, because Long Range Planning is going to be more than that. He has seen various versions of the organization, and thinks it is worthy of discussion. He doesn't think we're ready to do that part quite yet.

Councilor Rivera asked regarding the \$181,000 for salaries, wages and benefits, with no increase in personnel, how are those funds going to be use.

Mr. Snyder said that is the vacancy savings calculation credits.

Councilor Rivera asked if this is for health benefits, and asked that total.

Mr. Rodriguez said he will have to get that information.

Councilor Rivera asked if there are planned increases for non union personnel, even after the Resolution he introduced last night.

Mr. Snyder said there are no increases in this department or any other department for non-union personnel in any departments across the City.

Councilor Ives asked in terms of the specific priorities and goals set out in bullets in the Memorandum, what are the costs and efficiencies the Department can realize as the result of being able to put in systems that would satisfy what she is looking to do there.

Ms. Martinez said at this point these are priorities and goals that have been established for the Department, but they don't have costs since they are in the very preliminary stage. They are working with ITT to see what options are available, and they will evaluate the best way to proceed over the next year.

Councilor Ives said there was an expansion request in last year's Budget for Land Use in the amount of \$275,000 to \$285,000 for upgrades to IT systems within Land Use, which he things would deliver some of the functionality she is talking about here and asked if those are no longer relevant.

Ms. Martinez said they absolutely are relevant. She had a demonstration yesterday from a company that provides some of the services they are looking for, which would cost around \$10,000. And they are hoping to tap into the money from last year to buy this.

Councilors Ives said about \$750,000 was allocated from CIP for IT, and asked if those are the funds she is thinking of tapping to upgrade the IT systems, and Ms. Martinez said yes.

Councilor Ives asked if that will be sufficient funds to get done what she would like to get done.

Ms. Martinez said it is a good starting point.

Councilor Ives said we have been looking at these issues for several years, and he appreciates good planning, but we now need to pull the trigger and do something to get the systems in place to be more efficient and more responsive to the building community in terms of processing permits and applications. He said he was hopeful that in this budget cycle we might be able to accomplish that, but presumes that won't happen, based on the CIP funding. He said he continues to experience a high level of frustration in hearing about the continuing problems and actual dollars being allocated for what we need, but not seeing those figures in the budgets. He said these are fundamental parts of what we need to be doing in our budgeting process. He said we are losing time on this, and asked to be kept updated in this regard.

Ms. Martinez said she shares his frustration. She said a couple of months ago they went for training and visited the Clark County Building Department, which is a premier department across the country. She said they told us about what works and what does not. She said they are back tracking a bit to think about that carefully.

Councilor Ives said he appreciates that, but he doesn't see the funding in the budget to move us into the future, commenting if there is no money it won't be happening. He said he is ready to advocate for funding when she is ready to move forward.

Councilor Bushee said she had a meeting with your neighborhood planning and advocacy, and she doesn't see that happening now.

Ms. Martinez said they are just starting to get there, noting they just hired a neighborhood planner. She has been working closely with Councilor Ives on new initiatives, and has been meeting with neighborhood groups, so the work is coming.

Councilor Bushee asked if the new neighborhood planner is interested in doing some neighborhood planning.

Ms. Martinez said, "He is absolutely interested."

Councilor Bushee would like to have some indication of how we can track this – what has happened, what neighborhoods are being helped, how he is collaborating with the Neighborhood Network. She said some constituents are concerned about this, and she wants some statements on social media.

MOTION: Councilor Maestas moved, seconded by Councilor Rivera, to approve the Land Use Department budget as presented.

VOTE: The motion was approved unanimously on a voice vote.

Lunch break: 12:40 p.m. to 1:20 p.m.

3) HOUSING AND COMMUNITY DEVELOPMENT

Kate Noble, Interim Director, Housing and Community Development Department, presented information regarding the budget from the Budget Book. Please see Exhibit "1," for specifics of this presentation.

Chair Dominguez said it looks like we will not get through the entire agenda today, and he has asked the City Manager to work with staff to finalize the budget at the next Finance Committee meeting.

The Committee commented and asked questions as follows:

Chair Dominguez said on the expenditure summary there is College of Santa Fe Operating, Debt and Utilities, and there is no revenue. He asked about the \$82 for utilities.

Mr. Rodriguez said the way we get these numbers is after we have gone back and forth and then we load them into the system, and this is the reason sometimes we get these small numbers.

Chair Dominguez asked with regards to the debt we owe, when is that scheduled to be paid.

Mr. Rodriguez said there is a schedule in the budget under fund summaries, noting that is a compliance contract.

Chair Dominguez asked what happens if we don't pay them.

Mr. Rodriguez said special revenues, there is a debt service schedule, on page 81. He said you have all the debts we have and what is due and when.

Chair Dominguez said then that is expected to be paid off in 2016.

Mr. Rodriguez said no, it is much longer than that, and it is in the year 2036. He said a number of years ago, the City bought the school to allow it to continue, and is leasing it back to an operator.

Ms. Noble said it is the debt service on the revenue bond and it is funded by the lease payment.

Chair Dominguez asked what is the agreement with them regarding our revenue.

Ms. Noble said our revenue is approximately \$100,000 over the annual debt service. She said they currently are doing some work to establish intent around the \$100,000.

Councilor Bushee asked if they ever are going to want to purchase the land.

Ms. Noble said there are provisions in the deal to encourage the purchase option.

Councilor Bushee asked if they are keeping up with the student population.

Ms. Noble it doesn't seem so, but she can't speak with great accuracy to that.

Councilor Bushee asked if we pay someone to managing that.

[Ms. Noble's remarks here are inaudible]

Councilor Bushee would like an item on the next Public Works Committee meeting about the Santa Fe University of Art and Design.

Councilor Rivera said in the second paragraph she talks about rolling out the Office of Business Development, and asked if that is an expansion or a change to the Organizational Chart and if that has been approved.

Ms. Noble said it is a redirection of some staff time to focus more on the current and existing businesses in Santa Fe, and a rebranding, with more staff time allocated to it to be sure we are going a better job of reaching out to existing businesses and making them aware of the business development resources out there.

Councilor Rivera said the FTEs requested are decreased by 5 positions.

Mr. Rodriguez said he has asked Vince to prepare a table showing the discrepancy numbers, which was provided to the Committee [Exhibit "4"]. He said a number of positions were double counted last year.

Councilor Rivera said salary, wages and benefits are increasing again for 14 positions, and he was told it is because of vacancy credits/savings, but there are no vacancies shown on the Organizational Chart.

Mr. Rodriguez said in 2014/2015 we went 4% across the Board on some cases in these funds, but we didn't do that this year, and the number for 2014/2015 is "more actual as to what they have."

Councilor Rivera thanked him for the response, but he wanted an answer from Brian because there is no vacancy savings in community services.

Mr. Snyder said on the vacancy savings summary sheet we gave you, there was no vacancy savings in Economic Development, so it is zero. He said last year, it was 4% across the Board.

Councilor Rivera asked why there would be an increase in salary, wages and benefits of \$400,000 if there were no associated salary savings.

Mr. Snyder said previously, Nick Schiavo was the Energy Specialist, and Ms. Noble was funded 50% from utilities, but that is no longer the case. He said this is the first year we're correcting that.

Responding to Councilor Rivera, Chair Dominguez said it is where the monies were coming from before are a lot different from what is being presented here. He said the \$1.7 million for salaries is truly reflective of this budget, and there is no pulling from other departments to make up the salary and benefits.

Councilor Rivera said he understands, but it is the amount that does not make sense.

Mr. Rodriguez said there are two contributing factors. One is the 50% cost is now being seen directly, and the second is that last year their personnel budget was cut by 4% due to the vacancy credit. So they were not cut by that amount, and this year they are funded at a 0% vacancy assumption, and the reason it appears it increased, when in reality they now are getting 100% funding for personnel plus 150% of [inaudible] salary.

Councilor Rivera said it is much more extreme in other departments than in this one, and "I can't put my finger on what is happening, but it's making me a little uncomfortable."

Councilor Rivera asked what is the funding for Shelter Plus Care.

Ms. Noble said this is for transitional funding to move people from homelessness into housing, noting these funds come from HUD and it is basically pass-through funding.

Councilor Trujillo said he had the same questions, which have been answered.

Councilor Maestas said a few months ago we approved a BAR to transfer proceeds from a land sale to Economic Development, and the budget was already drawn down. We had a discussion about approving a budget before we had the revenues, and asked if Economic Development is still run that way.

Ms. Noble said in part that is correct. They have other small sources of revenue and transfer of the difference from reserves to Economic Development.

Councilor Maestas asked if thought has been giving to having a minimum reserve level equivalent to the operating budget for Economic Development, instead of approving a budget before the revenues are realized.

Ms. Noble said she can't speak to the policy but at this stage the reserves are roughly 3 years of the budget. She said as the asset development offices gets going, it increases the reserve, so it extends that fund.

Councilor Maestas said the reserves would be in the Economic Development Fund 2117, and asked where that is shown.

Ms. Noble said those are the Tierra Contenta fund, which is part of the BAR you just referenced, and we transferred some of those funds this year for the 2015/2016 budget.

Councilor Maestas asked if we have information on the Tierra Contenta reserves.

Ms. Noble said she can provide that information, noting there is a balance of \$1 million in Economic Development and \$100,000 in the Federal Housing portion, noting the fee from sales is split. She said this will affect the BAR this fiscal year but not for 2015/2016, noting a portion is for the Incubator's mortgage.

Councilor Maestas said it seems like a bail out.

Ms. Noble said there also were revenues from different land sales, including Monte Serrano. She said the BAR was to buy out the incubator mortgage and to pay for the incubator services contract. She said funds from other land sales go into the Economic Development Fund as well.

Mr. Rodriguez said the issue is that the Economic Development Fund is being funded by one-time money, and he guesses this is one of the bridging strategies that is done. He said they open in the next few years to correct this and get it more on a current revenue operation situation. He said the BAR you saw several weeks ago, that deficit balance had been running for years.

Councilor Maestas said he wants to revisit the policy and factor in some kind of better reserves so the budget has long term stability instead of relying on land sales and sporadic, one-time revenues.

Chair Dominguez said on page 32 of the Budget Book there is a performance and fund, and asked what the revenue referenced by Councilor Maestas would be.

Andy Hopkins said land sales revenues are reported under miscellaneous revenues, saying that is noted at the bottom, and it is seen as transfers into Economic Development. It is collected in the Tierra Contenta Land Sale Fund 2512, and then transferred to the Economic Development Fund 2117.

Chair Dominguez said on the spreadsheet, the footnote indicates it is revenue for the Landfill.

Mr. Hopkins said that is correct, and it is lumped in with other revenues which also includes the "MRC rock sales and all kinds of stuff."

Chair Dominguez the footnote talks about advertising revenue.

Mr. Hopkins said it includes the GCC and bits elsewhere.

Councilor Rivera said he was just told that the increase in salaries wages and benefits was to make up for emergencies for last year, and you are including those positions in this fiscal year and the reason for the increase of \$400,000. He said last year's Organizational Chart and approved budget is exactly the same as last year, with no vacancies.

Mr. Snyder said there was a 4% vacancy credit across the board, and this year it is zero. Mr. Snyder reiterated his explanation with regard to vacancy credits and vacancy savings.

Mr. Snyder said last year the vacancy credit for Economic Development was 4%, so we balanced 96% of the vacancy credit. Right sizing this year. We budgeted 100% of positions.

Councilor Rivera asked if other credits came here last year for you to balance.

Mr. Rodriguez said last year they did 4% cut over everyone's budget. This year there was no vacancy cut.

Councilor Rivera said that still does not amount to \$400,000. He is having a difficult time of determining how you made this work, and.

Mr. Rodriguez it is new in a sense. We tried to estimate how many vacancies everyone would have.

Councilor Rivera even at 4% that is only \$68,000.

Mr. Snyder said, "So you have that, 50% of Kate's salary and then benefits on top of that. So the numbers before you right now, we believe are real numbers, calculated based on real people, real positions and real benefits. Those are the numbers we believe are real across the City."

Mr. Rodriguez said he will provide their calculations so you can see exactly where we got that.

Councilor Rivera said he will have to sit with Oscar and Brian, along with Councilor Lindell at a separate time to try to understand the numbers.

Chair Dominguez said there needs to be a definition in the glossary of terms, vacancy savings versus a vacancy credit.

Mr. Rodriguez said perhaps we should use a new term – vacancy cut instead of vacancy credit.

Chair Dominguez said it is the difference between people and positions, and there is a little crossover and confusion going on. It is a new concept and we are learning as we go.

Councilor Bushee how the Sunday operations for the Southside Library are working.

Chair Dominguez said that is in another budget.

Councilor Bushee asked if the new Office of Business Development is a way to generate a more sustainable source of revenue for Economic Development.

Ms. Noble said they have been working on revenue options that they hope to bring to this Committee, noting the work being done by the asset development office is their best source of funds.

Councilor Bushee asked where is that in this budget.

Mr. Rodriguez said it is in the Fund Summary.

Ms. Noble noted the only ongoing source of revenue is its GRT share shown on page 70, estimate at \$440,300 for FY 15/16.

Councilor Bushee said she said she has no way to compare the staffing levels in the contracts and that you have been helping to create jobs in the community. She asked if there is some analysis to let us know what is beneficial.

Ms. Noble said they have an annual report which is updated at the close of this fiscal year which tracks all of the outcomes. They also have established key community indicators. She said they can track outcomes and they are doing that, noting the data has become increasingly accurate. They will be launching Data Dashboard in the new fiscal year, which has 10 key statistics they would be looking up after year to track the progress.

Councilor Bushee asked if it is the same for affordable housing, noting we lost track of the Affordable Housing Roundtable and its work, and we need it.

Ms. Noble said they are tracking basic statistics of the price of a home as compared to income. They also are tracking the program outcome for down-payment assistance, rental vouchers through their programs at various levels of median incomes. She is hoping that we can be innovative in keeping up with affordable housing, because of the increasing need in the community.

Councilor Bushee asked if the vouchers are going away for Section 8 housing.

Alexandra Ladd said the public housing budgets are not increasing but one source of funding is vouchers for veterans which is a sizable chunk of money. The continuum of health care fund has steadily increased that through the years with HUD funding.

Councilor Bushee asked Ms. Noble if she is collaborating with Santa Fe County.

Ms. Noble said there is a high level of collaboration with the County, noting they worked together on the incubator and film and others, commenting they are very happy about the level of collaboration.

Councilor Bushee asked if the County is expending some money.

Ms. Noble said they are expending some money, but the City is spending more money.

Councilor Bushee asked Ms. Noble if she is still the Interim Director, and Ms. Noble said yes.

Councilor Bushee and asked the reason she is still titled as the Interim Director, and Mr. Snyder said it is because he has not filled the position permanently.

Councilor Bushee asked how long she has been the Interim Director.

Ms. Noble said it will be two years in June.

Councilor Bushee asked Mr. Snyder if he has a rationale for his answer.

Mr. Snyder said he started in June 2 years ago, and doesn't feel comfortable discussing that right now.

Councilor Ives asked if her department needs any software or anything else that would allow it to be efficient and allow her to do the business she is doing better.

Ms. Noble said the IT needs are well served and simple, although they would benefit for better data being collected through the business license process noting there is a group looking at solutions to their needs.

Councilor Ives said as part of right sizing government, does she have the staff in the Economic Development vein that you need to do the job that you want to do, and does she know what other cities look like in this regard.

Ms. Noble said it is a difficult question to answer. They have looked at other cities, and it really depends on the City's economic development program, and with more staff and investment they would move faster. She said they have a work load that we can manage and we work hard to keep up with that, but she could always do more with more.

MOTION: Councilor Maestas moved, seconded by Councilor Trujillo, to approve the Community Development budget as presented.

VOTE: The motion was approved unanimously on a voice vote.

4) COMMUNITY SERVICES

Isaac Pino, Director, Public Works Department, introduced the management team which he asked to join him. Mr. Pino presented from the Budget Book regarding the budget of his Department. Please see Exhibit 1, for specifics of this presentation.

Mr. Pino said last year they delivered more than 700,000 customer services touches at the library, 350,000 touches through Transportation, and 100 touches through the after-school program and

[inaudible] program, for a little more than 1.1 million touches to the public. He said unlike other Departments, this department does have to have a real passion for caring and compassion.

The Committee commented and asked questions as follows:

Chair Dominguez said there are no enterprises and it is all General Fund, and the revenue is from grants, registration fees from programs, City Library fees, so the General Fund is funding 61% of its operations..

Chair Dominguez said it is hard to put a number to the value you experience, for example, at a Senior Center.

Mr. Pino said there are about 1 million people that benefit from the services provided by the City.

Councilor Trujillo said he wants to know if we are serving the Seniors through out programs as well as we could.

Mr. Pino said he doesn't know of any senior who wants services who "goes wanting." He said we do have 4 satellite senior centers, but are not City owned centers.

Councilor Pino said he believes we are keeping up with the demand, but could do more with more resources.

Councilor Maestas asked Rodriguez where in the Budget Book are the are the gross receipts tax revenue projections for next year and asked his assumption in terms of growth and gross receipts taxes..

Mr. Rodriguez said they are in the Budget book in several locations – the All Fund Summaries, and the General Fund gross receipts funds. He said the basic assumptions used in revenue projections was 1½ % growth, less the \$700,000 in the first year of the sunset of "Hold Harmless."

Councilor Maestas asked why the Hold Harmless impact is fixed, and asked if that number shouldn't increase. He asked the reason an increase is factored in.

Mr. Rodriguez said it is because of the Southside Library. He said his revenue assumptions was 1½ % growth minus the \$700,000. He said most of the "Hold Harmless" decrease was put in the General Fund.

Councilor Maestas said the 1 ½% assumption in overall growth should offset the \$670,000 for the Hold Harmless, but we continue to show an increase.

Mr. Probasco said you are looking at an operating summary from the ½ % from the CIP GRT Fund, so a transfer was needed to sustain the Southside Library operating expense.

Councilor Maestas said then that transfer is fixed and it isn't a percentage of something.

Mr. Probasco said it is subject to adjustment as needed, but there is very tight control of the expenditures at the Southside Library.

Councilor Lindell asked if the actual positions for the Library next year are 240.

Mr. Pino said there are now 59 full time FTEs and 181 part time temporary FTEs, and that includes all the kids and personnel in the Summer Youth Programs, which is a total of 240.

Councilor Lindell noted an increase of \$400,000 in salary and benefits, which seems like a lot of money.

Mr. Rodriguez said this is same conversation we had earlier with the other department. This Department cut services last year, but not so much this year, plus the insurance benefit increase of about 8%. He said he will provide the calculations to her.

Chair Dominguez asked Mr. Snyder to ask for staff to provide a written explanation because the same question keeps coming up with every department, noting he would like numbers as well. He thinks it would be helpful for the Committee to have that.

MOTION: Councilor Trujillo moved, seconded by Councilor Lindell, to approve the budget for the Public Works Department as presented.

DISCUSSION: Chair Dominguez told them to keep up the good work.

VOTE: The motion was approved unanimously on a voice vote.

10:00 A.M. - 10:15 A.M. – BREAK

10:15 a.m. to 12:00 noon DEPARTMENT REVIEWS

b) CITY SERVICES

Chair Dominguez combined Transit and Airport for purpose of presentation and discussion.

1) TRANSIT DIVISION

2) AIRPORT DIVISION

Jon Bulthuis, Director, Transportation Department, presented information regarding the Transit and Airport budgets. Please see Exhibit "1" for specifics of this presentation.

The Committee commented and asked questions as follows:

Chair Dominguez said the CVB notes that some of the Lodgers' Tax goes to Transportation and asked the specific use of those funds.

Mr. Bulthuis said there is a \$300,000 transfer of OTAB funds to Transit. He said the question of use has been debated and discussed over the past 6 months. He said where we are currently with that is the operations of the Santa Fe Pickup will be utilizing that fund, and the services of Santa Fe Pickup would be limited by that dollar amount, so there is a connection between a service that benefits tourists who pay that tax, noting the service now includes Museum Hill. He said previously, that was funded through the Regional Transit District (RTD). In the coming year, the OTAB money will be tied directly to the Santa Fe Pickup Service.

Chair Dominguez asked if some of the debt service for Transit is paid for revenue sources from fees and such – are you getting grant funds to pay some of that debt service.

Mr. Bulthuis said they could use federal grant funds to pay down the debt service, but based on the level of service provide, we are in an overmatch situation, which doesn't make a lot of difference. He said we are doing everything we can to lobby U.S. Congress and the State Legislature to find funding sources on line, but that hasn't happened, noting we are in the process of paying down the debt for buses.

Chair Dominguez said this is a good example of things that happen on the local level as the result of what happens in Washington.

Councilor Maestas noted the current allocation of the 1/4% GRT is about \$7.8 million, which is to be allocated among bus systems, quality of life and revenue loss. He said he has legislation coming forward about how to allocate the GRTs, because the way the legislation reads is that the public transportation system has the first priority for the 1/4%, and what isn't requested or justified in terms of need from public transportation, then it is allocated for Quality of Life programs, and the balance goes to the General Fund. He thinks there needs to be a separate process for that. He said the "historical allocation seems to be the accepted standard. He reiterated his concern for the 10-12 year loan we took from MFA for rolling stock with a life far short of the term of the loan, noting a 10-12 year loan seems to be standard.

Commissioner Maestas said we have accepted doing business this way, and we use it again as a shell game. He will be coming forward with that legislation, but he knows the needs of public transition aren't being met.

Chair Dominguez asked if it would be difficult to plug those numbers in so we can see what it looks like.

Mr. Rodriguez said he can give him an estimate.

Chair Dominguez he thinks what he hears Councilor Maestas saying is that the law that has been passed at the local level is not being followed, but through the budget process we are allowing it not to be followed.

Councilor Maestas said he is adamant about this because the federal funds have dried up. He said we need facts and understand the need for funds for Transit. He said the General Fund is going to take a hit here. He said there needs to be a public process so Transit can be heard and an objective decision made, and anything left over will be allocated to the other programs.

Chair Dominguez asked if there is a Transit Advisory Committee.

Mr. Bulthuis said there is an active Transit Advisory Committee which just met on Tuesday night.

Chair Dominguez asked if that Committee has talked about this.

Mr. Bulthuis said the topic hasn't come up recently, but it certainly has come up over the years.

Chair Dominguez said it is an important function in our community and balancing the General Fund is something that is earmarked.

Councilor Rivera asked Mr. Bulthuis about the Transit Division Budget going from \$20 million in the last fiscal year, to \$10 million this fiscal year.

Mr. Bulthuis said the Transit budget is very stable in terms of the operating budget, which is by and large what is requested for approval today, noting there are several major multi-million projects which would throw that out of kilter for one year. He said it appears the positions in the Division were cut significantly which is an entry error. He said the numbers he provided were 186 positions last year and 187 for the 15/16 year, noting one position was restored which is a transit technology specialist under the mechanics group.

Councilor Rivera asked if that is an error, or do we have 52 positions being paid from a different fund or multiple funds.

Mr. Rodriguez there is an explanation in the handout [Exhibit "4"], with the correct number.

Councilor Bushee said others call it bridging, but "I would be more specific and call it robbing Peter to pay Paul," which has had its imprint throughout our budget for decades and it's "coming back to bite us." She said the voters approved the additional tax, and we took those funds to fund things like libraries and fire departments, and asked how do we deal with that now which is a rhetorical questions. She said, "What you are proposing to do with the Water Company and the money that is there is no better from my perspective, completely against the spirit of what we asked the voters for that money for, and I will fight that tooth and nail."

Councilor Bushee continued saying she wants to make sure the Water Company is funded. She said, "We are paying for staff in Economic Development out of the Water Company, we're paying for staff in Finance out of the Water Company, we're paying for lawyers out of the Water Company, twice.

Councilor Bushee continued, saying she thinks she hears a theme developing that we are trying to right some wrongs of the past, but she is unsure if we can do that in the case of *[inaudible]*, noting she has given this speech 4-5 times by now, and it always comes back, to great, are there cuts in libraries. She asked if there is a plan, and what is the priority to try to correct some of these wrongs. She said we shouldn't start creating more wrongs, which she thinks is what "I think you're doing with your fee to the Water Company."

Chair Dominguez said what is important is to get some policy from Councilor Maestas so we can see what that looks like. If it means that we have to eliminate a whole division, he has no idea what that looks like. He agrees with Councilor Bushee that there is the need to right some wrongs from the past, now that the theme has been resetting government and the economy.

Councilor Bushee said that is her observation, noting she supports Transit 100%.

Councilor Ives said in years past, he doesn't think there has been a full attempt to inform the Governing Body how we are covering the various positions across the City. He realized we're juggled a great many things for always asking for a flat budget, and we've created problems as the result. He said the only way we can come up with solutions is understanding the entire picture. He said if we are paying people out of the Water Company, who are they and what is the amount. He said once we have the information in hand we solve the problems in the budget process. He realizes there are reasons those systems have developed, but it make him lose confidence that we're doing what we should be doing in the budgeting process. He said we need to true up the revenues and expenses and find out where there are shortfalls, but until we have full information, it is a problem which is impossible to solve. He hopes we get to the point where understand all the pieces are, and then we can make decisions as to where to allocate scarce funds, which is important.

Councilor Maestas asked if Transit has a fleet replacement plan and asked if he can provide that to us to give a good picture of the state of the fleet.

Mr. Bulthuis said they definitely do have a fleet replacement plan, noting that is a requirement of the Federal Transit Administration. He said funding that plan is the bigger issue. We know what we need to replace, but it is not having the funds to follow through on the plan.

Councilor Maestas asked him to provide that plan to the Committee, and Mr. Bulthuis said he will do so.

Councilor Maestas said he has an issue of having project development without knowing the construction costs, which is the case for the Downtown Transit Center. He asked if we factor federal grant matches into this budget.

Mr. Bulthuis said when the request went to the Council to apply for the grant for Sheridan Street, we didn't have that money in the budget, but we have found some money in the existing budget to cover that from a few different sources, but that hasn't been brought back to the Governing Body for final approval. He said recently, we were awarded a grant from the New Mexico DOT in the amount of \$2 million for the construction project on Sheridan, noting Ken Smithson took the lead on that. He said he will be bringing that forward.

Councilor Maestas asked if there are any other anticipated federal grants in the budget that will need match.

Mr. Bulthuis said the only capital project that may be running somewhat shy of projected costs would be the upgrade to the compressed natural gas station. The Engineer's estimates are coming in a little big higher than anticipated. He said we have a small amount of money that is earmarked for that and they will be bringing that forward.

Councilor Maestas said there was a question regarding the Airport, where there was a drastically revised number on anticipated revenues, noting the budget was about \$900,000, but we've only realized about \$300,000, and asked the status of getting those funds.

Mr. Bulthuis they have been working actively on that with the Airlines and its staff on the stale account receivables, noting the delinquency is primarily the airlines. He said United and American have committed to come current within the fiscal year, which will significantly close that gap, coming very close to the anticipated revenues once those checks are received.

MOTION: Councilor Maestas, seconded by Councilor Trujillo, to approve the budget for the Transit and Airport Divisions.

MOTION: The motion was approved on a voice vote, with Councilor Maestas, Councilor Trujillo, Councilor Rivera and Councilor Lindell voting in favor of the motion, no one voting against and Chair Dominguez absent for the vote.

3) PARKS AND RECREATION

I. GENERAL FUND ACTIVITIES

Rob Carter, Director, Parks and Recreation Department, presented information regarding the budget from the Budget Book. Please see Exhibit "1," for specifics of this presentation.

Chair Dominguez asked if he said this is the Mayor's initiative.

Mr. Carter said Eric brought up an idea called People in the Parks.

Chair Dominguez said it's not the Mayor's Initiative.

Mr. Carter apologized saying it isn't the Mayor's Initiative.

The Committee commented and asked questions as follows:

Chair Dominguez asked about the relationship between Parks and the MRC. He said we talked about separating the two functions and you were going to work with staff to keep a better accounting. He said Parks provides maintenance service to the fields at the MRC.

Mr. Carter said he is going to shift a group of 5 staff from the Parks Division to the MRC to care for the fields, and they will be supervised by the Superintendent and will provided with responsibility for maintaining the sports fields. He said once that is done, probably October, they will more back to the Parks Division.

Chair Dominguez said then they'll be housed at the MRC, but the funding will come from Parks.

[Mr. Carter's remarks were inaudible because he was away from the microphone]

Chair Dominguez asked who will manage the MRC.

Mr. Carter said Jennifer Romero, MRC Events Administration, and Brian Hodges, Greens Superintendent.

Chair Dominguez said a point of frustration for him for many years – Jennifer Romero is supervising the MRC, but the funding for the Parks employees who are maintaining the MRC is a totally separate budget, and Mr. Carter said that is correct.

Chair Dominguez asked if there is a way to do just one budget for the MRC without commingling Parks in there. He said he can see where the MRC person is going to have problems getting requisitions from Parks because there are too many hoops to jump through.

Mr. Carter said they have started that discussion, he, Cal, Brian and Oscar, about how we can do that. The big picture right now is that Parks is all paid out of the General Fund. We are looking at how we can put a crew over that would be supervised and housed totally at the MRC. He said as part of the new budget process, you will see how to do those funds.

Chair Dominguez asked Mr. Rodriguez if this is possible. He said it's important for us to see both the revenues and expenditures of the segregated areas and activities, and when funds are commingled, it makes it just that much harder to see the clear picture on revenues and expenditures.

Mr. Rodriguez said they can do that, noting clarity is important.

Chair Dominguez asked if that already is the case for our recreational sites. Is GCC a special revenue or enterprise.

Mr. Carter said the GCCC is still an enterprise fund, while others remain in the General Fund.

Chair Dominguez said an enterprise needs autonomy to generate the revenues they feel they need to operate the facility. He said at times the Governing Body and management have imposed mandates that don't give them the autonomy they need. He asked how he will address that.

Mr. Rodriguez said his recommendation is, as a municipal finance person, that if an enterprise/ activity has not generated a profit or even balanced itself in 2-3 years, it's not an enterprise.

Chair Dominguez said we have had that discussion and because of the way the bond was structured, we couldn't do that.

Mr. Rodriguez said this activity does not function like an enterprise and for 2-3 years has not been generating sufficient revenues to pay for current expenditures.

Chair Dominguez said it has been suggested that we just let the General Fund absorb it.

Mr. Rodriguez said that's a different conversation, that's how you pay for it. He said the possibility of it doing that without significant increase to operating costs is not there. He said part of seeing where you are financially, is just accepting that and subsidizing it. He said we need to recognize that this will have to be subsidized.

Chair Dominguez agreed, reiterating the many conversations over the years as to whether it is a special revenue fund, or an Enterprise Fund. He said we need to have as little commingling as possible, or a reporting structure which will allow us to see the way things are funded and operated. He said that will take a commitment from management that there will be no expectation the other General Fund sites don't have to be managed. He said General Fund sites are important to the community and provide a very important service, but they are funded from the General Fund. He said the Chavez Center provides a very important service to the community, but it is as an enterprise, the attitudes change a bit from management and personnel. He said we need to have clear or better reporting, or compartmentalized reporting, to help the Governing Body understand what the expectations are from the sites.

Councilor Rivera asked about the Trails and Watershed budget that last year had a budget of \$8.7 million, and this year \$6.5 million is recommended.

Mr. Carter said last year this was not a department, and this is an estimate and it is not a precise number.

Councilor Rivera said last year there was a \$2.3 million budget in Parks Maintenance, and this year \$550,000 was recommended, or is that the same answer.

Mr. Carter said it is the same answer.

Mr. Rodriguez said it is an estimate of what it was under Public Works, including all the support and all they had there. He said they will prepare those calculations for the Committee.

Councilor Rivera said contrary to other budgets, the salary and wages have decreased considerably and asked if that is a guesstimate.

Mr. Carter said it is a vacancy credit cut.

Responding to Councilor Rivera, Mr. Rodriguez said in the previous department it was a lot smaller than other departments and there will be a lot of that.

Mr. Rodriguez said staff will provide that story, noting one of the other elements in that is the percentage of employees who are temporary or seasonal.

Councilor Rivera said then most of these things are just your best guess.

Mr. Rodriguez said yes, they took them from Public Works.

Andy Hopkins said you can see the answer on your earlier question about what happened with the Parks Budget in 14/15 versus this budget. By looking down the summary by fund, you can see quite a big surge in the Parks Maintenance Fund, an allocation primarily for parks equipment, replacements and there were some significant capital replacements happening in the fund during the current year, using cash balances accumulated in that fund and in other sources perhaps. It was a one time capital replacement surge in that one line.

Councilor Maestas asked if we draw on Public Works for project management expertise, and is there any cross-coordination in assisting you, such as on the Skate Park Project.

Mr. Carter said yes, they work directly with facilities for almost anything they do in any of the parks.

Chair Dominguez said that's not just Parks, but it's recreational facilities as well, and Mr. Carter said that is correct.

Councilor Maestas said in view of what has happened, he feels we need to better centralize our technical services, engineering services, project management services, instead of having it reside in Public Works. He will be coming forward with legislation to look at that and possibly to create a Technical Services/Project Management Office. He sees the need in other divisions for project management expertise, and thinks that could be part of our problem, and asked Mr. Snyder to address that.

Mr. Snyder said he is an engineer and somewhat confused by his comments. He said we are centralized, and a lot of the technical areas have specialized engineers. He said Water and Wastewater have water engineers, Traffic has traffic engineers and so forth. He said there are engineers over technical expertise [inaudible] and project managers run in facilities.

Me. Snyder said we can discuss this off line, but we do have technical managers in Parks to support City-wide projects, noting that the project management is run out of Facilities.

Councilor Maestas said at a different time he wants a walk-through as to how we do project management. He said he wanted to see how it is impacting your department today and how your organizational structure is working and he is drawing the necessary expertise for the in-house projects at the Skate Park.

Mr. Carter said, and they have a very good relationship with them, and we are in tune with what is going on.

Councilor Lindell said the current expenditures in the Railyard Parks, are much smaller than the current budget with a sizable increase for next year smaller than current budget and sizable increase for next year and asked what is happening there.

Mr. Carter said there is no programmatic change there.

Mr. Thompson said we requested Finance and Budget to consolidate our General Fund Business Unit into one Business Unit to make it easier to spend the funds that are allocated to Park Maintenance. He said we have one-call Park Supervisors, one-call Park Districts, one-call Parks, Trails and Watershed. So it made sense to consolidate these commodities into one General Fund Business Unit, noting that was included by Finance.

Chair Dominguez said this is interesting, because it seems we've already started to desegregate some of those funds, if he understood him correctly.

Mr. Thompson said the Railyard is GRT funded, but we didn't include that in the slide-up to the Special Parks District.

Chair Dominguez said that changes his line of questioning. If these funds are supposed to be spent on what we talked about before, specific things, and we are now grouping them into one and give the staff the ability to decide how to spend that money, and contradicts what we discussed in the past.

Councilor Lindell asked to be clear, if all those monies are spent in the Railyard Parks.

Mr. Hopkins said yes. He said the reorganization of Parks he was talking about occurred entirely in the General Fund. The Railyard Park Fund is a totally separate fund and part of the Railyard family of funds, funded by the Railyard GRT increment. He said there is a special GRT increment to pay for the Railyard Fund. He said like the Quality of Life Fund or the Recreation Fund, this didn't necessarily lend itself to the roll up he was talking about in General Fund when we were trying to simplify it. He said we would get ourselves in real trouble if we started mixing those together, in terms of the restrictions put on those revenue sources.

Councilor Lindell said she is unclear why \$189,000 was budgeted and in 14/15, we only spent \$48,000 of that yet we are increasing that budget.

Mr. Hopkins said all of the changes were in personnel, noting the Parks storage which is a contracted service for \$100,000. This is another one of those change in the pay plan without priority of vacancies, or the 4% vacancy credit was applied, and perhaps it decreased or increased.

Mr. Snyder said this fund pays for parks staff and pays the \$100,000 for the Park Stewards that came before you two meetings ago.

Councilor Rivera said when you have spent only \$50,000 of the \$189,000, it is quite an increase at that point.

Mr. Snyder said he doesn't have the answer for that.

Councilor Rivera said even if we budgeted \$150,000 for the Railyard Stewards, that's not even half of that amount.

Mr. Snyder said the interest you approved to be expended was \$50,000 to be expended by the end of the end of this fiscal year, and he will have to look into that find out what is in that fund and why it almost ended that way.

Mr. Rodriguez said there will be an item on the agenda on Monday for the second part for Stewards. He said we owe you an explanation on that.

Councilor Trujillo asked if the Park Maintenance Fund is for all parts.

Mr. Hopkins said the Parks Maintenance Fund isn't dedicated to a single park. It's dedicated to overall parks, primarily for equipment parts. This Fund takes some of the pressure off the General Fund when we need big capital investments. He said on pages 14 and 15, there are significant capital replacements. He said for the most part it is pieces of equipment, small and large.

Councilor Trujillo asked where he would find the parks maintenance.

Mr. Hopkins said you would largely see it under the General Fund.

Councilor Trujillo wants to be sure we have sufficient funding over the summer, noting the fields get messed up, and there is damage from pocket gophers. He wants to be sure the fields are maintained and putting a crew at the MRC will help. *[This part of his statement is inaudible because of noise overlay.]*

Chair Dominguez asked if force accounts have been considered in this budget.

Mr. Snyder said yes, it has been implemented in this year's budget and will be incorporated into the 15/16 budget.

Chair Dominguez said then it won't be an issue in this budget, organizationally or momentarily.

Mr. Snyder said no, and understands for the 2012 Bond the force account will be used for all the work that is being done.

Chair Dominguez asked what that means in terms of personnel – people are not losing their jobs.

Mr. Snyder said they are not losing their jobs, but they are dedicated to bond projects, and are not doing maintenance, so they are dedicated to bond projects only.

Chair Dominguez asked if we have an accurate accounting system to be able to track this.

Mr. Snyder said one of the challenges of the 2008 bond, for example, was the accounting of time between doing maintenance type work and bond type of work on the weekly basis. The staff now are dedicated only to bonds and you can account for their time.

Chair Dominguez said that will be easier. He said, "I just want to make sure, for the record, that you have the systems in place to be able to account for it."

Mr. Rodriguez said yes, we certainly aren't going back to the old system. He said it is collected and counted daily and submitted.

Councilor Trujillo said, regarding the Ft. Marcy park renovations, there are private donors who want to make donations, not for this year, but in the future.

Mr. Snyder said it is on his radar and he is initiating conversations with the Legal Department on how that can be done.

Councilor Maestas said in January he inquired about the Stormwater Management Fee and how to use those funds, and he looked at the dedication, and the priority is "for acquisition, design, construction, maintenance and operation of the stormwater system. He said the last specific dedicated activities were "other activities related to the improvement maintenance and operation of a stormwater system. He was provided a breakdown of how we use this revenue, and \$220,000 in labor and benefit was used in the parks from the Stormwater Management fee. He asked if we are going to continue to do that, and he doesn't show that under the money for parks.

Mr. Snyder said Stormwater management is a Public Works function, noting staff is funded under Public Works in the Stormwater Division. And addition there is streets and drainage, which cleans the storm drains which resides in Public Works.

Councilor Trujillo said then no Parks maintenance is funded with Stormwater fees, and Mr. Snyder said no.

Councilor Maestas asked if this labor can be done by Parks instead of Public works.

Mr. Snyder said he supposes it could be, but the resources allocated to that currently resides in the Streets and Drainage Division.

Chair Dominguez said that is a good question which lends itself to the history of the Parks and Recreation Department which once was under Public Works. The reason it was under Public Works was because it has the project management function which was used for the Parks Bond in 2008. There was a whole reorganization at the beginning of Mayor Coss's first time. He said we've just started the creation of a real Parks and Recreation Department. There is still the residual of the past organization that was in place in this budget.

Councilor Maestas said he hopes we revisit the Ordinance that created the Stormwater Fund, and we need to discuss how we are going to use it – will it be a capital program versus a labor program. He said perhaps that can be transferred to Parks as well, but we need to have a broader discussion about that.

Councilor Maestas asked if the ½% GRT fund is for general operations, noting there is \$15.8 million in the fund. He said the Council decides how to allocate those funds. He would like a summary of the allocation of those funds.

Mr. Rodriguez said on page 71, the language reads a lot like the Drainage Fee. *[inaudible here]*

Councilor Maestas said there are two ½ % allocations in the summary table, one is General City Operations and the other is City Capital Improvement plan. He asked for a summary of the General City Operations.

Mr. Hopkins said that information is on page 58 of the Budget Book.

Councilor Maestas said he will have to look at that to get a better perspective of how that was distributed across the City.

Chair Dominguez asked about the Transfer to Other Funds of \$272,000.

Mr. Hopkins that primarily is going to be within the Parks and Recreation Department – from the MRC to the GCCC for the Fore Kids Golf Tournament and to the General Fund for some facilities.

Chair Dominguez that is part of what he was talking about previously, the idea that we have facilities servicing the GCCC. He said Facilities is going to say their relationship is great and working well. However, from the perspective of the Governing Body, that may not be true, because we keep getting work that needs to be done on a regular basis, issues that have come up in the past that don't seem to get resolved. It is more of an organizational issue, but it is also a monetary issue because we need to have the funds to fix these things. He wants to ensure that management is ensuring that relationship is great and that the needs are being addressed.

MOTION: Councilor Maestas moved, seconded by Councilor Lindell, to approve the Parks and Recreation Department budget as presented.

VOTE: The motion was approved unanimously on a voice vote

12:30 P.M. TO 1:00 P.M.. – LUNCH BREAK

DEPARTMENT REVIEWS

d) ENTERPRISE AND SPECIAL REVENUE FUNDS

Chair Dominguez said this was heard under Parks and Recreation.

DEPARTMENT REVIEWS

c) CITY SERVICES

1) PUBLIC WORKS

Isaac Pino, Director, Public Works Department, introduced Public Works staff in attendance. Mr. Pino reviewed the information in the Budget Book. Please see Exhibit "1" for specifics of this presentation.

The Committee commented and asked questions as follows:

Councilor Rivera, referring to page 121, said under Public Works Administration, the current budget is \$2.098 million and you have only spent \$608,185, with a request next year for more than \$2 million.

Mr. Pino said the actual administrative cost is about \$30,000, which is part of his salary and Ms. Mossman's salary.

Councilor Rivera asked what the balance is for.

Mr. Pino said the balance is Railyard development and Market Station operations. He said Market Station is the payment we have to make for our condo.

Chair Dominguez asked if that is part of the Debt Service that is identified as well.

Mr. Rodriguez said it is for the office condos.

Councilor Rivera said so the debt service is built into the Public Works Administration line item, and Mr. Pino said apparently so.

Mr. Rodriguez said the funding comes from the Railyard GRT.

Councilor Rivera asked what is the Transfers to Other Funds, the \$260,000.

Chair Dominguez asked if they provide any services to the Railyard.

Mr. Rodriguez said he doesn't have the details.

Councilor Rivera said Mr. Rodriguez can email him the information once he finds it.

Councilor Lindell said the current budget for supplies is \$454,000, and the request is for \$602,000 with \$532,000 funded, noting a substantial amount wasn't spent.

Mr. Snyder said that is exactly why the City Manager's request is what it is.

Mr. Rodriguez said the current actual, plus encumbrance is just the activity until now, noting there are still a few months in the fiscal year.

Mr. Pino said that is a department-wide number, and contains all of the supplies.

Councilor Lindell asked the schedule for vehicle replacement, noting the snow tires are pretty old.

Mr. Pino said everything is old, noting the dump trucks.

Councilor Lindell asked the life span on the dump trucks.

Mr. Pino said it is 20 to 30 years.

Chair Dominguez asked if that is for dump trucks, and Pino said yes.

Councilor Lindell said she thinks the crews do a tremendous job on snow removal and the streets. She is impressed with how much work they do in a short amount of time.

Mr. Snyder said he is impressed as well and they do a wonderful job, noting they funded the 3 dump trucks last year out of the Gasoline Tax which was an expansion request last year. He said that Gasoline Tax Fund had accumulated some funds and it could be used for purchase of equipment.

Councilor Trujillo asked what that fund looks like now, and if we spent all those funds.

Chair Dominguez said it's not broken out as gasoline tax specifically, and he wants to know the balance of that fund.

Mr. Rodriguez said that is on pages 38-39 of the Monthly Financial Report the balance on all significant funds is proved there. However, it doesn't appear to be there, and he will look up that information and get it to him.

Councilor Trujillo said he wants to know how much is left in the fund, and how it can be spent.

Mr. Rodriguez said for heavy equipment, staff recommends it be put on the CIP discussion, and ut dump trucks and heavy equipment are funding possibilities.

Mr. Rodriguez said he has the answer to Councilor Rivera's question and there is \$260,000 in that fund.

[Mr. Probasco's remarks here are inaudible]

Councilor Rivera asked if that is still being charged.

Mr. Probasco said it isn't being charged, but an equivalent amount is being used as a contribution toward retiring that debt.

Mr. Rodriguez said in other words to save on the rent they moved to the Railyard, and to save on that rent they took funds from the Railyard GRT to pay for the debt service there.

Councilor Maestas asked about the Stormwater Utility Service charge revenue, noting the Ordinance provides it has to be accounted for separately, and if it is listed as a special revenue fund in the budget, noting he was unable to find it.

Mr. Rodriguez said it is accounted for separately, and that is shown on page 38, and reported to you monthly under the cash balance report.

Councilor Maestas said he isn't seeing it as a separate fund.

Mr. Rodriguez said it is on page 39.

Councilor Maestas said he was looking for a separate accounting of the fee per the Ordinance, and an illustration of how we spend the money. He has a spreadsheet, but thought he would see it listed in a separate fund, noting it is \$1.1 million reiterating the Ordinance requires it be accounted for separately.

Mr. Rodriguez said they are doing that and provide to the penny how much was received and how much was taken from that account. It is treated here as an income source here and not as a fund, and it comes in from one place and goes out to another place. He said it is used almost exclusively for maintenance.

Councilor Maestas noted that the top priority for the use of these funds is for capital. He thinks it would be good for us to get a summary of our Stormwater system, an identification of the capital needs, the costs for administration and enforcement, and preparation and revision of a comprehensive drainage infrastructure monitoring plan. He asked if we have an up to date monitoring plan.

Mr. Pino said they have a plan, but he doesn't know that it is a monitoring plan.

Councilor Maestas said his issue still is the predominate use of these funds for labor and maintenance. He said there have to be some Stormwater capital needs. He said he believes the revenues should reflect the dedication and the expenditures should be balanced. He said perhaps this is the priority, he wants to see a better snapshot of the Stormwater Fee Fund, and he believes the expenditures should be balanced. He wants to see the plan required under the Ordinance. We need to be educated on the this, and perhaps revisiting the fee and consider an increase. He wants a better picture of the Stormwater Fund to be able to sign on the use of these revenues, and that we don't continue practices that may not be the best. He would like that information at some point including the Plan.

MOTION: Councilor Trujillo moved, seconded by Councilor Rivera, to approve the budget for Public Works and Facilities.

VOTE: The motion was approved unanimously on a voice vote.

SHORT BREAK PRIOR TO PRESENTATION ON WATER

1) WATER

Nick Schiavo, Director, Public Utilities Department, distributed information regarding the Water Division Budget [Exhibit "7"]. Mr. Schiavo presented information from the Budget Book, and reviewed the information in Exhibit "7." Please see Exhibits "1" and "7" for specifics of this presentation. Mr. Schiavo introduced the division directors in attendance.

The Governing Body commented and asked questions as follows:

Councilor Bushee asked what is Paid Services to City.

Mr. Schiavo said this is all the support that comes to the Water Division, so our share is \$3.5 million this year.

Chair Dominguez said how the reserves are mandated.

Mr. Schiavo said this is something the bond holders required us to have so we don't lose our bond rating.

Mr. Rodriguez said we actually promised to have that reserve, but we try to maintain a higher level.

Chair Dominguez asked about the rest of the reserves.

Mr. Schiavo said the rate stabilization comes into play if we have a wet summer and there is a loss to the Water Division, noting with week after week of rainy weather it is very possible we will have a slip in revenue, and this is to ensure we aren't having issues and then turn around and try to raise rates.

Chair Dominguez asked if that is determined by internal policy, and Mr. Schiavo said absolutely.

Chair Dominguez asked if that is true for the Rate Stabilization Fund.

Mr. Rodriguez said there is no specific policy, but we recommend the national policy here of a reserve of 45 days of working capital.

Mr. Schiavo said the Water Division is a healthy fund, and even with the Water Division going through expenditures we will still end up with \$88 million at the end of next fiscal year. Assuming there are no changes to revenues, and we stay on a steady path with CIP, we should not have to raise rates for the next 4 to 5 fiscal years.

Chair Dominguez asked when was the last increase.

Mr. Schiavo said the 4 rate increases started in 2009, each of them at 8.2%, and the last one was imposed on July 1, 2013.

Chair Dominguez asked if we came out with the same ending balance.

Mr. Schiavo said no, this revenue has been building for the last 4 years. There was additional water fees associated with the draft. *[inaudible]*

Chair Dominguez said when we did the last water rate increase, it was supposed to take care of everything from delivery to the required reserves, and all obligations to our customers and bond holders, etc., and Mr. Schiavo said that is correct.

Chair Dominguez asked if the rate increase was too much.

Mr. Schiavo said hindsight is 20/20. If we had gotten better answers from Santa Fe County on its demands we wouldn't have as an extensive a CIP list. The majority of the debt service is associated mostly with roughly \$110 million for the Buckman Diversion project.

Mr. Snyder said he was the Director of the Water Division at the time the rate increases were imposed. He said we were to make sure we were on track with the projections. He said after the rates were imposed, we gave our annual update, and made a recommendation at that time to possibly give some back. At that time, the City Council gave direction to staff to not move in that direction. He said one

of the challenges we had, it's difficult with a staff of 4 engineers and construction managers, it is difficult to do \$14 million in projects per year in-house.

Chair Dominguez said he has received a number of calls and concerns about billing, and he doesn't know the answer, and asked if throwing money at it will fix it.

Mr. Schiavo said they are in the process of changing out the utility billing software, which will go live in August or September. He said most of the complaints you are hearing are about the Firefly system provided by Datamatic. At point there were 25,000 Fireflies in the field, and we are down to less than 9,000 units. Unfortunately when the units fail they stop reading, and by the time we see that they have stopped reading, the water bill is very large. He is very anxious for the new metering system to go in place, noting that will start in mid-June, and it will take 12-14 months to have all of the new meters installed.

Responding to Councilor Bushee, Mr. Schiavo said the list [Exhibit "9"] which shows 19 positions, at the bottom of the sheet it says these are the cashiers located at San Mateo, 14 of the positions are filled. He said we currently pay for financial services through the item labeled Services to the General Fund, \$3.48 million on the spreadsheet. The Water Division pays for financial services, legal services, IT, HR services that they charge, and we have been funding and receiving support from Finance, Legal and IT.

Councilor Bushee said she sees several positions on the list which she worries about, and wonders why they are billed under Utilities, and noted those employees/positions. She asked how she can get a breakdown of the paid services to the City by title the same as she has here. She said on the vacant positions by department [Exhibit "6"] that the Water Division has the bulk of the 20 positions that have been vacant for 24 months. She said in addition to being "fat city in terms of cash," you are paying for many positions in the General Fund and you have the bulk of vacant positions that haven't been filled for 2 years. She said her memory of the BDD bond is that it was for \$200 million. She wants to know how many sources of funds he is talking about commenting she is a little overwhelmed. And she wants to know how we arrived at this surplus.

Mr. Schiavo said our share of Buckman was \$110 million, noting there was a 50-50 cost share with Santa Fe County. He said we received roughly \$15 million in grant funding through the 2009 bond.

Councilor Bushee asked about the ½% GRT.

Mr. Schiavo said he understands we received ½% in roughly 2006. He said he talked with staff about the 2006 bond, and it was funding for the Buckman and also....

Councilor Bushee asked the total of that bond.

Mr. Schiavo said we now owe \$36 million, so it was in the range of \$40 million.

Councilor Bushee asked if we can pay-off that Bond.

Mr. Schiavo said he will defer to the Finance Director on the 2006 bond. His recollection is that we pay off drinking water loan to...

Councilor Bushee said she knows that one and wants to keep it separate. She is trying to get at the \$88 million windfall, and asked if there is debt service we should pay down, or do we give money back to the ratepayers or lower rates. She said we have done a disservice to the customers if this is the case, because we've been milking the water company pay for a lot of the General Fund positions and we still have this huge windfall.

Mr. Rodriguez said all the options you mentioned are worth considering.

Councilor Bushee said, but all you come up with is to charge them *[Too many people talking here at the same time to transcribe anything]*

Councilor Bushee said her concern is that if you are presenting a budget scenario to us, we need all the information so we can determine what this \$8 million represents, rather than treating it as a slush fund and begin to start charging some new fees.

Mr. Rodriguez said nowhere in the budget do we recommend tapping reserves.

Councilor Bushee said she has no idea of the picture of what really happened. She said, "I have my memory, my sense. I'm still surprised. Knowing the former City Manager, I'm surprise he didn't dive into this fund and other funds to take care of our shortfall. I want a full picture. I want a breakdown of the services paid by position. I want a breakdown of all the debt we have in the water company, what penalties would exist if we paid it off, including the NMFA loans. I want to get a full picture before we can send it out, how exactly we should treat this, with no suggestion of trying to figure out how to balance the budget on the backs of the customers."

Chair Dominguez said, "I am going to ask you to send myself and the City Manager an email of exactly what you want to see, so we can make sure that your questions are answered, but...."

Councilor Bushee said, "I will try to recap, but did you understand what I'm asking for."

Mr. Schiavo said yes ma'am.

Councilor Bushee said, "And I think the minutes are also a part. I will. I will put it together."

Chair Dominguez, "I think it should go to the rest of the Governing Body, so we can learn from the experience you've had in the past."

Councilor Bushee said, "I will try. I know how many times we have asked the ratepayers to help us with infrastructure for our water utility. And all of a sudden we have \$88 million, and the suggestion is we start balancing the budget doing that. And I was just going, huh."

Chair Dominguez said he understands and the reason for his remarks about ratepayers paying for other things besides water.

Councilor Bushee said we have to get all the details out, and this is "the kind of stuff that should have been in this packet from my estimation."

Chair Dominguez we will work on getting that information.

Mr. Snyder said this is not a windfall. This has been communicated to the Governing Body at least on an annual basis, and he's concerned it is being classified as a windfall. He said it has been communicated to the Governing Body and the Public Utilities Committee, reiterating he is really concerned about that comment.

Chair Dominguez said let's not get too caught up in semantics, we just need information.

Mr. Snyder said he just wanted to correct what he is concerned about.

Councilor Bushee asked Mr. Schiavo if he is okay with that, noting 13 positions out of 20 have not been filled for 2 years under utilities.

Mr. Schiavo said his understanding is that as the General Fund was tightening its belt, the Public Utilities Division was doing the same thing, so Mr. Snyder wasn't filling positions that didn't need to be filled.

Councilor Bushee asked Mr. Schiavo as the Utility Director if he is willing to let go of these positions at this time, given that he has money in his budget.

Mr. Schiavo said yes, but there definitely would be value in having some help in the Engineering Section to get the CIP projects done.

Councilor Bushee asked which positions would that be.

Mr. Schiavo said he is speaking of a reclassification of positions, and there is a recommendation that he pick up a Chief Financial Officer, given the \$70 million of funds per year..

Councilor Bushee asked if he has asked the Finance Department twice for financial positions.

Mr. Schiavo said that is a loaded question.

Councilor Bushee said, "You have the money, and the opportunity to design the system as you would like to see it, so I would like that to come from you in terms of what we will do with all of the excess funds."

Mr. Snyder said there is enough work in the Transmission Distribution Section to double the staff. The work load is there and we have a lot of aging infrastructure in the system. The challenge and the balance is managing the staff, the workload, and doing it in a systematic approach. There are 800 plus miles of infrastructure dating for 100 years, so part of the Strategic Plan is to strategically go through the system. He said we can increase staff, and we need staff, but the challenge is how many staff can be managed and the workload that you can manage with the staff. He said 10-15 employees won't attack the real problem of aging infrastructure, water main breaks and find the balance between being proactive, being reactive and not having too many resources on the street.

Councilor Bushee said there should be a lot of opportunities to see how we want to approach the future, and she wants the details so we can make good decisions.

Mr. Snyder said he believes Mr. Schiavo has a good handle on this. He said you touched on an additional thing. He said we received \$30 million from the Legislature plus additional resources we received. He said there are many different things we can find to do.

Councilor Bushee said she sees the opportunity to show the consumer that we've managed so well that we are now going to give them a lower rate, and asked what he thinks about that.

Councilor Rivera said in looking at the proposed budget and in Utility Customer Service, last year's budget was \$7.1 million, and year to date \$5.8 million is encumbered, but the request for the next year is only \$3.8 million. He asked Mr. Schiavo to speak to that.

Mr. Schiavo said that should be for the new meters that were installed, and we also paid for the new utility billing software.

Councilor Rivera said then you anticipate needing less than in the previous year, and Mr. Schiavo said yes.

Councilor Rivera said the 1/4% GRT fund has been \$11 million, but we are only budgeting \$2.9 million, and asked the reason this GRT specifically for water be decreased.

Mr. Schiavo asked what page he is on, and Councilor Rivera said page 127, at the bottom, Summary by Fund.

Mr. Hopkins said that is based on the timing of capital projects. He said this GRT allocation is dedicated exclusively to water capital projects. As projects come along during the year, and as we do try to keep up with the large backlog of work if they think they think they can get more done, that number will increase quite a bit. He said you will see the number far exceed the actual GRT revenue for that year because we have accumulated significant balances in that fund as reserve for future water capital projects.

Councilor Rivera asked if this means they are not anticipating that many capital projects in the upcoming fiscal year.

Mr. Schiavo said, no the spreadsheet he handed out with the CIP projects is the list they intend to keep to, so just under \$14 million for the next fiscal year.

Councilor Rivera asked if the City Manager's budget reflects that.

Mr. Schiavo said he believes Mr. Hopkins is saying it can be bumped up to fit actuals – as we spend the money.

Councilor Rivera said if you know what you are spending and the amount, why isn't it included in the budget right away.

Mr. Hopkins said it is based on the CIP known at the time. But as the year goes by, they may add projects.

Mr. Snyder said it is the cash flow, and as projects come and phases come up, the funds will be allocated there.

Councilor Rivera asked if that has to go through the Council, and Mr. Snyder said yes.

Mr. Rodriguez said, "To answer your question directly, should it be bumped up. Yes. I guess you can make this point, instead of amending the budget over the course of the year, we do it now and move it up or down from \$14 million."

Councilor Rivera said, "That makes sense to me."

Councilor Rivera asked how many positions he would estimate are paid out to other departments.

Mr. Schiavo said the list shows 19 positions, some of which are in water and some of which are in Wastewater. He said the last 5 positions on the sheet are associated with the cashiers who work downstairs.

Councilor Rivera asked how many are positions which don't answer to Mr. Schiavo.

Mr. Schiavo said all positions answer to him – 19 plus an additional 5-6 positions.

Councilor Rivera said we heard on Tuesday, that 20 employees equals \$1 million more or less, and it looks like you are funding close to 60 employees. He asked if he is just paying salaries or if they are helping him with other things – salaries and benefits or includes other equipment as well.

Mr. Schiavo said that's a separate from this spreadsheet which totals roughly \$1.9 million. He said it pays for H.R. services for his staff, for finance services, legal and a portion to the City Council.

Councilor Rivera said then none of this is for individual salaries.

Mr. Rodriguez said it is, noting it goes to the General Fund as a transfer and then the General Fund uses it for salaries. It is estimated based on the Department's budget.

Mr. Hopkins said he does the spreadsheet and it is a constant battle to keep these separate. Most of the positions on the spreadsheet in 5205, would be an exception because those are under Utility Customer Services in Public Utilities. But the other positions listed are entirely separate from the General Fund Service as Mr. Schiavo said. He said that is based on a spreadsheet he does that breaks out and reviewed each of those by cost. *[inaudible]*

Councilor Rivera said for example, the City Attorney is budgeted at \$66,835, which is based on a formula, and the entire salary is not being paid out of water.

Rodriguez said that is correct.

Councilor Rivera said so we really don't have a good way of determining how much time that attorney actually spends on Water.

Mr. Rodriguez said this is a long time practice, noting it is a complicated methodology, and some cities have borrowed our spreadsheet. He said some of these positions merit debate as to whether they should be paid by utilities. He said there is a lot of work that needs to be done. Staff would like to do that work and come back to you with the accounting and our recommendations. This will give you more certainty than you have right now that the City has a written policy on this. He said he got advice from the City's Financial Advisor, and staff will recommend a transition to get to greater certainty and to clean this up.

Councilor Rivera said in the spirit of transparency and right-sizing government, he would like clear understanding of how these are paid out.

Councilor Rivera said he agrees with Councilor Bushee on the \$95 million balance. However, he doesn't want to do a rate decrease and then have to increase it. He said perhaps a rebate might be something to consider, because the ratepayers deserve that.

Mr. Rodriguez said it is a major decision and merits City Council deliberation. He doesn't want to mix this with the budget, and said he is uncomfortable making recommendations.

Councilor Rivera said he isn't asking for that today but it is something to consider in the future.

Councilor Maestas said, "I want to make a general statement about the balance in the water fund, and I've made it known to my colleagues that I will be hard pressed to raise taxes. And I think one way to avoid raising taxes, is to look at our existing funds and we assess using those funds and determine if changes need to be made to fund other priorities. My thought is that the GRT, about \$7.8 million, is allocated to the Water Fund. I'm of the philosophy that an enterprise should be truly self-sufficient."

Councilor Maestas continued, "And I think it would help us to gradually and responsibly redirect the GRT that goes to the Water Fund for other purposes consistent with the Municipal GRT statute which can be used for capital outlay, not General Fund Operations. I think it's an infrastructure related statute, so it would go to infrastructure, but it could go to other infrastructure priorities and the water fund eventually would be self sufficient."

Councilor Maestas continued, "So I think we should reassess current priorities, and not have to raise taxes, but perhaps redirect this GRT for other priorities, especially other General Fund funded priorities. We have a dedicated funding source and it's the water rate revenues, and I'm not advocating raising rates. But, I want us to have that discussion. I have legislation proposed to do that, to see if we can come up with a responsible way to start phasing out the GRT subsidy to the Water Fund. And I think we can do that, and I think it's going to help us address some of the other priorities like buildings and facilities and other infrastructure systems that have a growing infrastructure funding gap. What is that figure."

Mr. Schiavo said it is \$7.65 million.

Councilor Maestas said we have been looking at demolishing the *[inaudible]* building and he didn't see that, but it's not a capital improvement because we're demolishing a building. He asked if it is in the budget.

Mr. Schiavo said it is in this year's budget, but not in capital improvements because we are tearing it down.

Councilor Maestas said he noticed in the write-up there is a plan to borrow money from the Water Division's cash reserved, and asked if that will come to us in the near future as a separate action.

Mr. Schiavo said that is in the Environmental Services budget, and it should have been on this list. The intent is to loan \$1.5 million at zero interest on a 10-year term to the Environmental Services Division for the single stream.

Councilor Maestas said this will be a separate action down the line and not a part of this budget.

Mr. Rodriguez said it is CIP.

Councilor Maestas wants to have the broader discussion about transfers and such. He said he and Mr. Schiavo talked about going to a wireless water meter. It seems we haven't properly downsized, and we have gone to wireless meters now. He asked Mr. Schiavo if he has been any changes to right size the Department to reflect efficiencies in going to wireless meters.

Mr. Schiavo said they have been talking to HR, and none of the wireless meters have been installed. He said that will start in mid-June and should be completed within 12-14 month. We have talked with staff about this. We currently have 8 meter readers and he anticipates ending up with 2. He said he will be talking to those individuals about changing their roles and encouraging them to look at other

positions in public utility. He said they will downsize, but there will be no layoffs and we will be offering these individuals other positions.

Councilor Maestas said Mr. Schiavo has been pursuing Water Trust Board funding to fund transition to the Badger wireless meters, asking for \$2 million. He asked the prospects for the City paying for the entire cost of the water meters.

Mr. Schiavo said he had a telephone conversation last week, and unfortunately his employee, who has been given a reprimand, failed to enter the necessary information to apply for the \$1.5 million for meters, so we will not be receiving those funds. He said they are in the process of going after \$8 million from the Drinking Water Revolving Loan Fund as shown on the CIP list. If we are successful in that grant, 25-30% could be given as a grant, which would free up some \$2 million.

Councilor Maestas said part of his plan to transition the redirection of the GRT from the water fund to other priorities is to restructure the debt that is partially backed by the GRTs. He asked if we can use the Drinking Water funds to retire some of the debt that is backed by the GRT to begin freeing up those funds.

Mr. Schiavo said when he gave his overview in Finance a few weeks back, he recommended that we pay off Drinking Water Loans 2 and 4 of roughly \$13 millions, which will save \$2.4 million in interest over the next few years.

Councilor Maestas asked if it is on the debt service summary.

Mr. Schiavo said no, it is only in his Memorandum.

Mr. Rodriguez said to answer the question as to whether we can refund that pledge right no. Not smartly. It would cost us money, and it wouldn't be a good financial decision in terms of managing money. He said if the goal is to get the utility to be self sustaining, we have to get them there, take them to market in that condition. What you can't take to market is the promise to get them later on. He said it will be a long term process to get there.

Councilor Ives said anyone who has followed the latest PNM filings is aware that there are potentially large outlays in terms of capital improvements to the systems. He said what he would love to understand, given the funds on hand, is how those relate to future anticipated needs, in terms of things we will be doing or anticipate doing with our system over time – we need these funds because. He said before looking at rebates and modifying a great many things within our system, he wants to understand the needs of the system much better. This isn't something the budgeting process is designed to address.

Councilor Lindell departed the meeting

Councilor Ives continued, saying for instance, one need the funds could go toward is doing remediation work in the watershed. He said he understands we used to have a relationship with the Forest Service where we paid them \$200,000 a year to do a certain amount of thinning and other watershed

restoration work to ensure that there won't be catastrophic wildfires that could take out the Santa Fe River as a supply for the City and still provide 40% of the water on an annual basis. It is a hugely significant thing, noting we saw in the Rio Conchas fire, that the Rio Grande had to be shut down to the Buckman because the water was so turbid our systems would not clean it. He asked if we can use some of those funds for this type of program. He said we have leaky pipes and a 7-8% loss because of leaks. There are a lot of possible uses for these funds and he is curious to see how they line up with the funding we have in hand. He tips his hat to all the former City Councilors and staff for doing such a good job of ensuring we have a vibrant water supply in a vibrant system that will keep Santa Fe delivering water to its citizens far into the future. He asked if this information could be worked up for part of these water discussions.

Mr. Schiavo asked Councilor Ives if he received a copy of the 5-year CIP plan.

Councilor Ives said he didn't.

Mr. Schiavo gave him his copy. He said item 2 in the Plan is management of the upper watershed, so we have \$250,000 a year budgeted for the next 5 years. He said it won't drop off that list. He said one of the items they did submit for Water Trust Board funding is a request for a grant of \$150,000 toward that management which will provide matching to continue that process. He hears him loud and clear. He said they went through the 2009 master plan, where the majority of the CIP items came from, and sat with staff to ensure they aren't missing things and that we do have these budgeted. He said one of the things coming up is Item #5, Water Reuse, which seems far in the future for FY 18/19, when we start to look at the concept of potable reused – water from the wastewater treatment plant being fed back into the system for use and what we can do to start heading in that direction.

Councilor Ives asked the total of these different things and if it is on the spreadsheet.

Mr. Schiavo said it is summed at the bottom of the spreadsheet, varying between a low of \$12.6 million to a high of \$16 million.

Councilor Ives asked the total across the page.

Mr. Schiavo said that would be \$72 million plus or minus.

Mr. Schiavo said he worked up a one-page handout. He said the projected balance of projected revenues and expenditures, we're dropping by about \$7 million a year, and assumes a CIP of \$14 million a year. He said given these numbers we're stable for the next 4 years with no predicted rate increases for the Water Division.

Councilor Ives said this suggests that we are in a good place which is a tremendous comfort for everyone in Santa Fe, commenting we've seen what has happened in California for example and in New Mexico last year. He said we need to be able to rely in Santa Fe on what we can produce. He is interested in finding out how positions line up with the revenues, and believes we need full disclosure on all those

things so we can make the necessary policy determinations in the budget process. He said he appreciates the candor on these issues which clearly raise many questions, and looks forward to working through those questions "with you."

Councilor Trujillo said we all have the same concerns. He said he would like to see a living river where we could have fishing all year long. He said transparency is important for him. Councilor Trujillo noted there is a budget of \$150,000 for vehicles, and asked how many vehicles we have.

Mr. Schiavo said he would guess that we have 50 to 60 vehicles.

Councilor Trujillo asked how many pieces of heavy machinery we have.

Mr. Schiavo said we they also have a dump truck, a vactor truck, a backhoe, a grader, probably a half dozen.

Councilor Trujillo asked the number of graders, and Mr. Schiavo said one.

Councilor Trujillo asked if that is sufficient.

Mr. Schiavo said he was basing it on what has been recommended and what we've used in the past, but he can look at upcoming maintenance for the larger vehicles.

Councilor Trujillo said the replacement schedule is important as well, commenting it is important to have the proper machinery available.

Chair Dominguez asked if those vehicles were part of the original capital improvement plan.

Mr. Schiavo said he was referring to the \$115,000 for to maintenance, but there are no additional vehicles.

Chair Dominguez said with regard to the policy, the first part of the policy is great, because it says do not do what we are planning on doing. It tells us the money shall be used for transfers in or out of the General Fund. So you're saying just having a general policy like that, without the details is something that is beneficial to our bond council for bonding.

Mr. Rodriguez said no, what they want is the part below, so it would be more than that.

Chair Dominguez said then the general stuff, the first part of the policy doesn't really help us.

Mr. Rodriguez said that is correct, and most bond holders know about taking revenues from utility to hither and yon. They fear less that we are a greater credit risk than those who have a well defined policy.

Chair Dominguez said that is interesting, because having that kind of policy contradicts the program we're bonding for. We're bonding, specifically in this case for water and utilities, but they are going to use that for counsel liaisons that have nothing to do with utilities.

Mr. Rodriguez said doing that without a policy would make them nervous, because the financial statement isn't accurate. He said they prefer that you be transparent so we know exactly what is there.

Chair Dominguez asked what kind of policy is better. This policy that says what it says or a policy that says you shall not transfer like that.

Mr. Rodriguez said the latter would be best, like you "shall not transfer anything at all, and stick to it." He said the worst case is there is no policy and saying this what is our true costs are but there are always costs. He said there is also the question of the rate. He said he explained how he came to the 12%, noting this is the rate used by the City of Austin. The reason he recommends that rate is because it's been very litigated and much debated. He said he viewed that as a well proven rate for Santa Fe to pursue than the current way of pretending it doesn't happen.

Chair Dominguez said it does happen.

Mr. Rodriguez said currently the Wastewater and Solid Waste systems provide free service to the City. He would recommend that the policy be straight across the board. It assures that the utility can meet all of its needs and obligations, plus on top of that has enough cash every year of 45 days more than it needs to meet all its obligations after any transfers. *[inaudible]*

Chair Dominguez said these policies are intended to be in effect for only one year during this budget cycle. He asked if it hurts or helps if we are explicit in the utility enterprise transfer policy that it is only effective for one year.

Mr. Rodriguez said the point is that every time you do budget you would do this, so that would be a neutral effect.

Chair Dominguez said, "I think what I would like to see, and I'm not quite sure how to articulate this, but some way to trigger a discussion about that every year as we go through a budget cycle. Because some of these policies quite frankly make common sense and should not be debated even I guess. Not that the Governing Body wouldn't debate or have a good discussion about this particular policy. But I think it behooves us to make sure there is a trigger in there that we are mandated to have that."

Mr. Rodriguez said it is our intention to do this accounting, he and Mr. Schiavo, and come back to you, and at that point you can decide if it's too high or too low. That will be coming back to you in any case.

Chair Dominguez said earlier, Mr. Schiavo talked about that there won't be a need to raise rates for another 3-4 years. He asked if that assumes we will continue these transfers out.

Mr. Schiavo said, "If you take a look at my spreadsheet, the only point that I mentioned that Councilor Maestas brought up is that I would want to add an additional \$1.5 million, a one time only, for the coming year, to go from Water to Environmental Services. So, to answer your question, even when that is added in, this payment in lieu of tax of roughly \$3.8 million, I believe barring any severe change to revenues, we would not have to raise rates for 4 years."

Chair Dominguez said, "Again, assuming that we are going to have the \$3.8 million and the transfer to Environmental Services, those rates would still be the same. We're not going to deplete our revenues so much that.... in other words if next year we decided to take \$5 million to balance the budget."

Mr. Schiavo said the numbers are what they are. His intention is to bring back this spreadsheet back to you every year, and we should make the decision at that point.

MOTION: Councilor Maestas moved, seconded by Councilor Trujillo, to approve the Utility Department budget as presented.

DISCUSSION: Councilor Maestas said, "We are looking at huge balance, but if you look at the box in one of your handouts, I am looking at the Capital Reserves. I think when you do this assets management, that may grow. That may be much more significant where assets managements would say you need to come up with a worst case scenario, kind of an unanticipated, catastrophic problem to your system, how much could that cost. And I suggest you look at the Buckman, Councilor Dominguez and I sit on the Buckman Board. They have a pretty good emergency reserve and then they have a separate equipment reserve, but they have a methodology for calculating an emergency reserve based on the water system. I would like to see something like that. And I would venture to say it would be more than \$3 million. But I think the assets management is going to help us get a better sense of what we should set aside, and when we get to the end of the day, that total balance won't look so big when you subtract the more appropriate reserves once we're done with the asset management."

Councilor Maestas continued, "So I wanted to make that point. The last point is, instead of coming back every year and maybe discussing what Austin did, I'm just going back to my remarks, I think we ought to do our own cost allocation study. Let's actually do our own study and find out what is the support cost. Can we identify the support cost to the Water Fund to justify transfers, instead of going with 12.4%, especially since we're talking about a big chunk of money, we're having a difficult time trying to track, what if something happens outside the Water Fund Division, or why are we transferring this money to the General Fund. I think it would be worth the investment to have a cost allocation study, not just for this, but for fiscal agent in different capacities. We manage the Buckman Project, we're the support entity. I know we are renegotiating the overhead fee. What is the basis for that, we know we're been undercharging them, or are we just going to say well, we're just going to charge more, but we don't know the actual cost. I really think we need to focus on that to at least identify the cost as best as possible."

Councilor Maestas asked Mr. Schiavo to respond to that.

Mr. Schiavo said, "I couldn't agree more. Once we do the asset management a lot of things are going to become clear of the existing infrastructure, so I'm all for rightsizing that reserve."

Councilor Maestas said he would like staff to come back and study the issue of cost allocation studies to see if it will help us going forward, commenting the study can help us in quantifying and budgeting additional support to enterprises like the Water Fund. We could add a CPI for support services and increase it that way.

Mr. Rodriguez said he is very familiar with cost allocation studies, and he has worked in environments that did it. It's not a study *per se*, it's a system. The organization goes through an assessment of time allocation, etc. He said currently the City does not have the technological capability to sustain such a thing. So Andy's spreadsheet as it is a pretty good way to do that. He said it isn't on the financial system. He said it is very hard under the current system to keep track of the FTEs in Santa Fe. He said to be transparent, it is going to take some time for us to have the capability to do such a thing. Having said that, I do want them to come back to you with a policy direction about how to do the cost allocation study.

Chair Dominguez asked if could itemize the list for the \$3.8 million.

Councilor Maestas asked Mr. Hopkins if he has that.

Mr. Hopkins said yes.

Councilor Dominguez said that would be helpful.

Mr. Rodriguez said the \$3.4 is for utilities, and it is \$6.4 million.

Mr. Hopkins said, "As you went through that, it mixed less with the numbers and those two numbers should be switched. The paid services to the City are \$2,173,150 and the utility is *[inaudible]*."

VOTE: The motion was approved on a voice vote, with Councilors Trujillo, Maestas, and Rivera voting in favor of the motion, no one voting against and Councilor Lindell absent for the vote.

2) SOLID WASTE

Chair Dominguez asked if there are questions about Solid Waste. He asked Ms. Padilla if she minds if we pass you without any kind of dialogue.

Cindy Padilla, Director, Solid Waste Division, said it is whatever the Committee wants to do. She said their budget is definitely straightforward this year. It is a flat budget, and the last rate increase this year was enacted 4 years ago. We do have projects pending, including the automated recycling which isn't in the budget, but it's something we need to talk about, and the discussion the C& G waste. These are the only two projects which differ from what they are doing currently.

MOTION: Councilor Rivera moved, seconded by Councilor Trujillo, to approve the budget for the Solid Waste Division.

VOTE: The motion was approved on a voice vote, with Councilors Trujillo, Maestas, and Rivera voting in favor of the motion, no one voting against and Councilor Lindell absent for the vote.

3) WASTEWATER

Bryan Romero, Director Wastewater Division, presented information from the Budget Book. Please see Exhibit "1" for specifics of this presentation

Chair Dominguez asked if they have contemplated the operating costs of the wastewater feeding the SWAN Park, and if it is in the WastewaerRomero said it is not.

Chair Dominguez asked how we are going to water SWAN Park.

Mr. Romero said when the infrastructure was built, it goes to the park. At this point, there is no charge to the City.

Mr. Romero said there is no cost for the water, but there is a cost to pump it outside of wastewater.

Councilor Rivera asked if there is a separate budget for Wastewater.

Mr. Romero said yes, but we are presenting to you on different fronts.

Councilor Maestas said, "My own issue is moving forward with the master plan and it is getting done. After the Governing Body implemented a number of rate increases, and I'm going to be watching this and I hope there is no additional, unanticipated capital we didn't count on."

Mr. Romero said the new NPS Permit is moving forward and it's all based on water quality standards. In keeping with the same quality standards he does not see changes from the master plan, but it all depends on that permit.

Councilor Rivera said would like to see what budget will be for Swan Park before approving it, noting it is something we should consider for the next fiscal year.

Chair Dominguez that is in Parks.

Mr. Romero said Wastewater did the project, because just got a grant and we had professionals on board. *[inaudible here]*

Mr. Romero said the power for the pumps will be minimal because it is 60,000 gallons a day, where it was 5 million gallons a day.

Chair Dominguez, in an attempt to not hold up the Wastewater budget, asked Mr. Romero to be sure we get that information from Parks.

Councilor Maestas asked, regarding the Wastewater Management Fund, there was a CIP fund transfer in this year's budget, but there is noting in 15/16.

Mr. Romero said they went ahead and bid the projects, noting they used reserve funds from the balance, and will bring that forward with a BAR for approval when they get they get the dollar amounts. He said he likes to do that because then they have hard costs, and they take the project forward usually with a 10% contingency, so it's a real number and not an anticipated project, it is a project that is bid. He said you will be seeing that in the next fiscal year, probably in the realm of \$1 million. He said they pace themselves for the amount of work to be done, so as not to disrupt the public too much, and the consistency over the years has been a big benefit for the conditions of the lines.

Councilor Maestas asked if the reserves are shown.

Mr. Romero said the beginning balance is \$14 million, and with the other funds it comes out to about \$20 million. He said Wastewater keeps \$8 million in what they call the operating reserves for emergency rate stabilization and capital. He said it is part of the financial plan, it stays between \$7 and \$8 million. He doesn't anticipate a rate increase until 2118/2199.

Councilor Maestas said if there is \$14 million with \$8 million in reserves, that leaves \$6 million in additional reserves plus a reserve debt of at 1.5 times the existing.

Mr. Romero said the debt service coverage is the difference between the revenues minus the operating costs, so the reserve has to be 1.5 times that amount, but they try to keep it at 2 times that amount. That guarantees the bonds will be paid.

Councilor Maestas asked if there are enough for all the reserves, the operational and debt reserves, and Mr. Snyder said yes.

MOTION: Councilor Maestas moved, seconded by Councilor Rivera, to approve the Wastewater Budget as presented.

VOTE: The motion was approved on a voice vote, with Councilors Trujillo, Maestas, and Rivera voting in favor of the motion, no one voting against and Councilor Lindell absent for the vote.

4) PARKING

5) OTHER MAJOR SPECIAL REVENUE FUNDS

e) SUPPORT SERVICES

- 1) CITY MANAGER**
- 2) CITY ATTORNEY**
- 3) FINANCE**
- 5) HUMAN RESOURCES**
- 6) INFORMATION TECHNOLOGY AND COMMUNICATIONS**

e) GENERAL GOVERNMENT

- 1) MAYOR'S OFFICE AND CITY COUNCIL**
- 2) MUNICIPAL COURT**
- 3) CITY CLERK**
- 4) INTERNAL AUDIT**

6. 6:00 P.M. PUBLIC HEARING

There was no one speaking at the public hearing.

7. REQUEST FOR APPROVAL OF RESOLUTION ADOPTING CITY OF SANTA FE'S OPERATING BUDGET AND ORGANIZATIONAL CHART FOR FISCAL YEAR 2015-2016

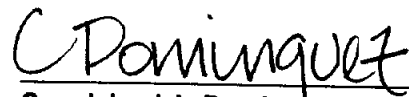
No action.

8. ADJOURN

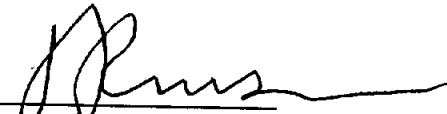
Chair Dominguez thanked everyone for sticking around. He gave special thanks to Cal Probasco and Andy Hopkins, Brian Snyder, Oscar Rodriguez, and the Committee Stenographer [Elizabeth Martin] who doesn't say much but does a lot of work.

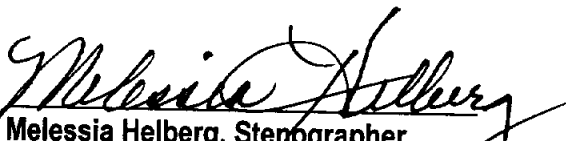
Councilor Ives introduced a Resolution establishing policy regarding vacancies within the City, requiring that any vacant position not filled for a period of two years or more be eliminated from the City Organizational Chart unless a particular reason for a particular position are made by staff and approved by the Governing Body.

There was no further business and the meeting was adjourned at approximately 6:00 p.m.


Carmichael A. Dominguez, Chair

Reviewed by:


Oscar S. Rodriguez, Director
Department of Finance


Melessia Helberg, Stenographer

* Original, in it's entirety, is available
in the clerk's office.

City of Santa Fe, New Mexico

ANNUAL OPERATING BUDGET FISCAL YEAR 2015-2016



City Manager's Recommended Plan

Exhibit "1"



City of Santa Fe

Organizational Chart FY 15/16

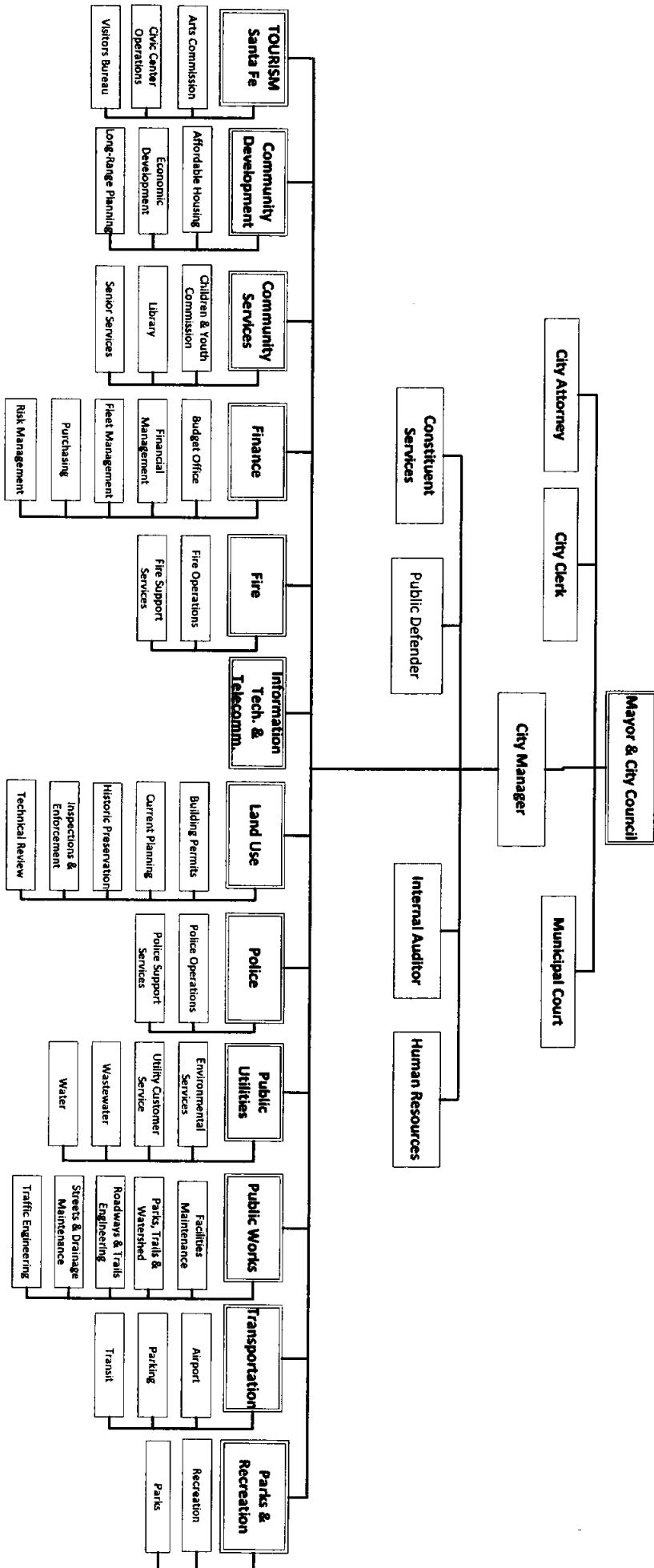
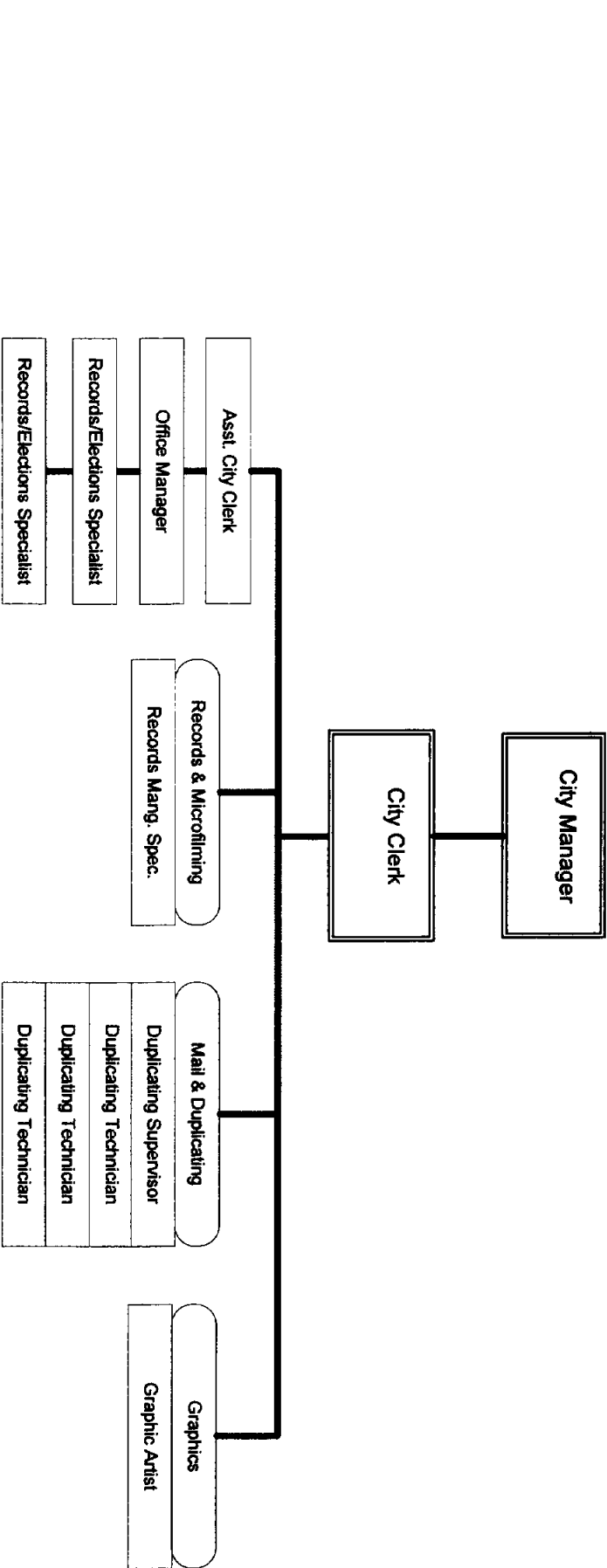


Exhibit 12

- City Councilor
District 1
- City Councilor
District 1
- City Councilor
District 2
- City Councilor
District 2
- Mayor
- City Councilor
District 3
- City Councilor
District 3
- City Councilor
District 4
- City Councilor
District 4



City Councilor
District 1
7

City Councilor
District 1
1

City Councilor
District 2
9

City Councilor
District 2
2

Mayor
.

City Councilor
District 3
4

City Councilor
District 3
6

City Councilor
District 4
5

City Councilor
District 4
3

Executive Assistant
10

Executive
Administrator
Assistant

Executive Admin. Assist.
27

City Manager
25

Asset Development

Asset Development Director

Property Manager

City Public Defender

City Public Defender
2135

Internal Auditor

Auditor
727

**Public Information/
Multimedia Administrator**

Multimedia

Multimedia
(1-2)
1788
2
2004

Constituent Services

Emergency Management

Emergency Prep. Coord.
2086
VACANT

Customer Service

Customer Service (1-2)
2006
2
2005

City Councilor
District 1

City Councilor
District 1

City Councilor
District 2

City Councilor
District 2

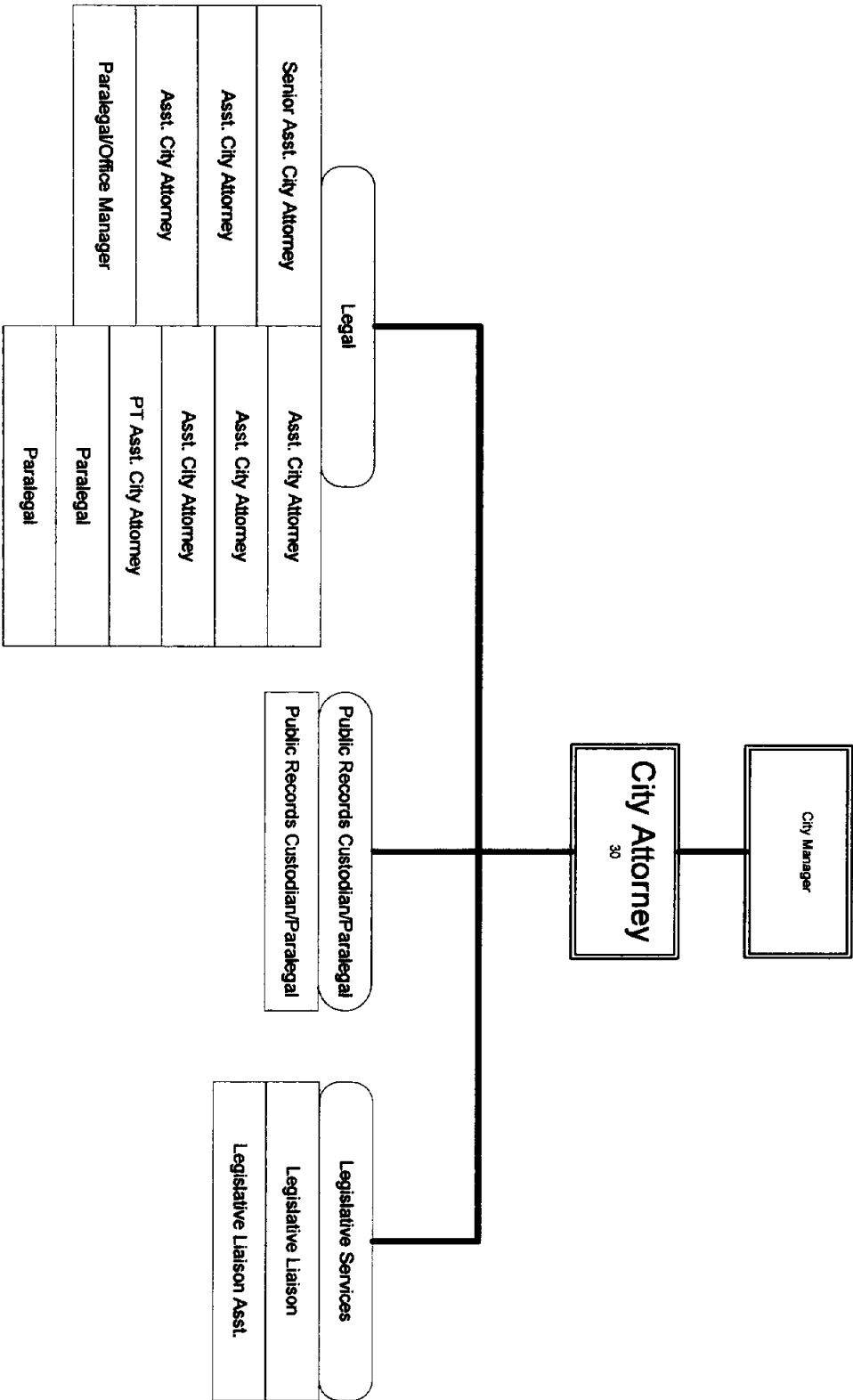
Mayor

City Councilor
District 3

City Councilor
District 3

City Councilor
District 4

City Councilor
District 4



City Councilor
District 1

City Councilor
District 1

City Councilor
District 2

City Councilor
District 2

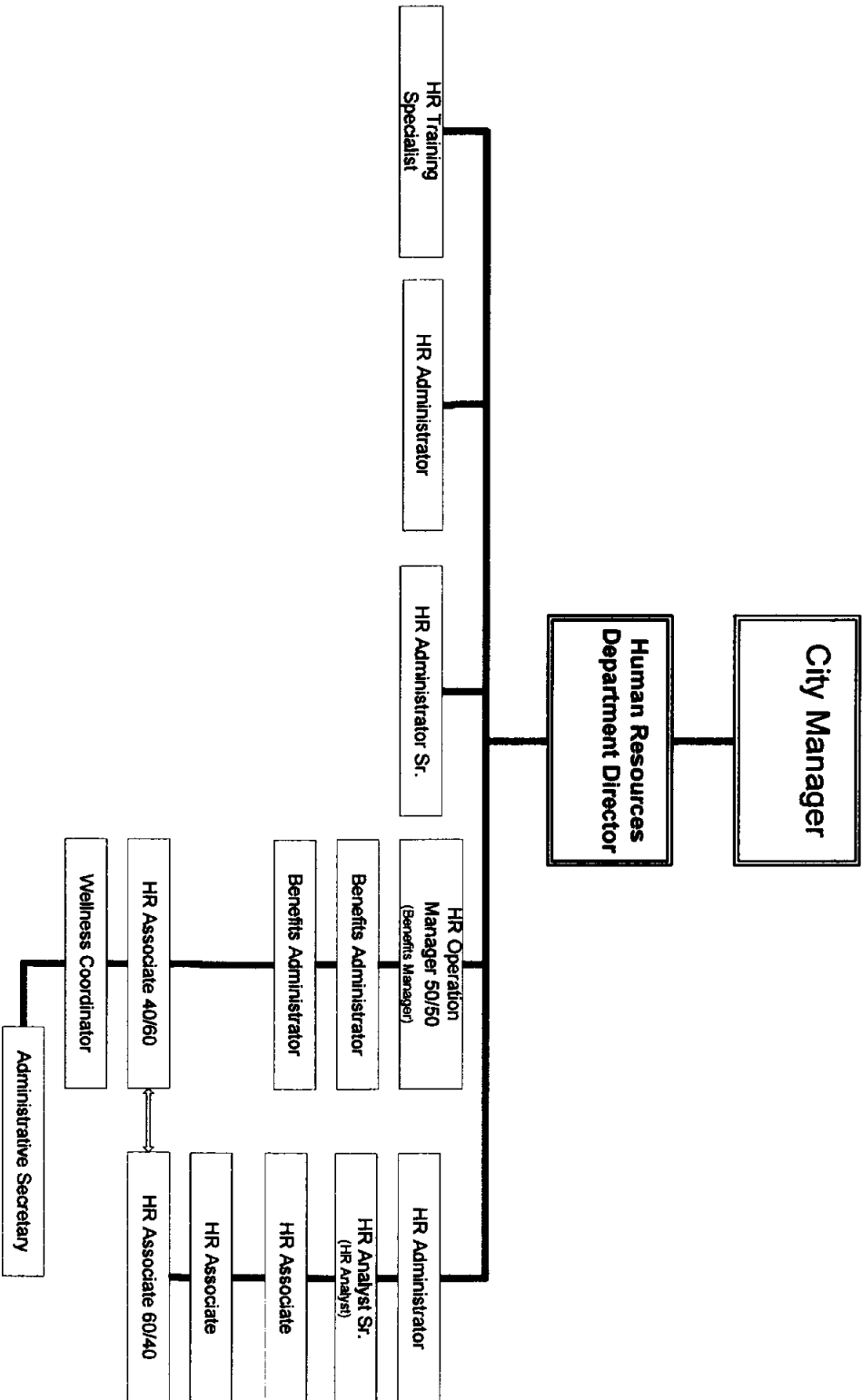
Mayor

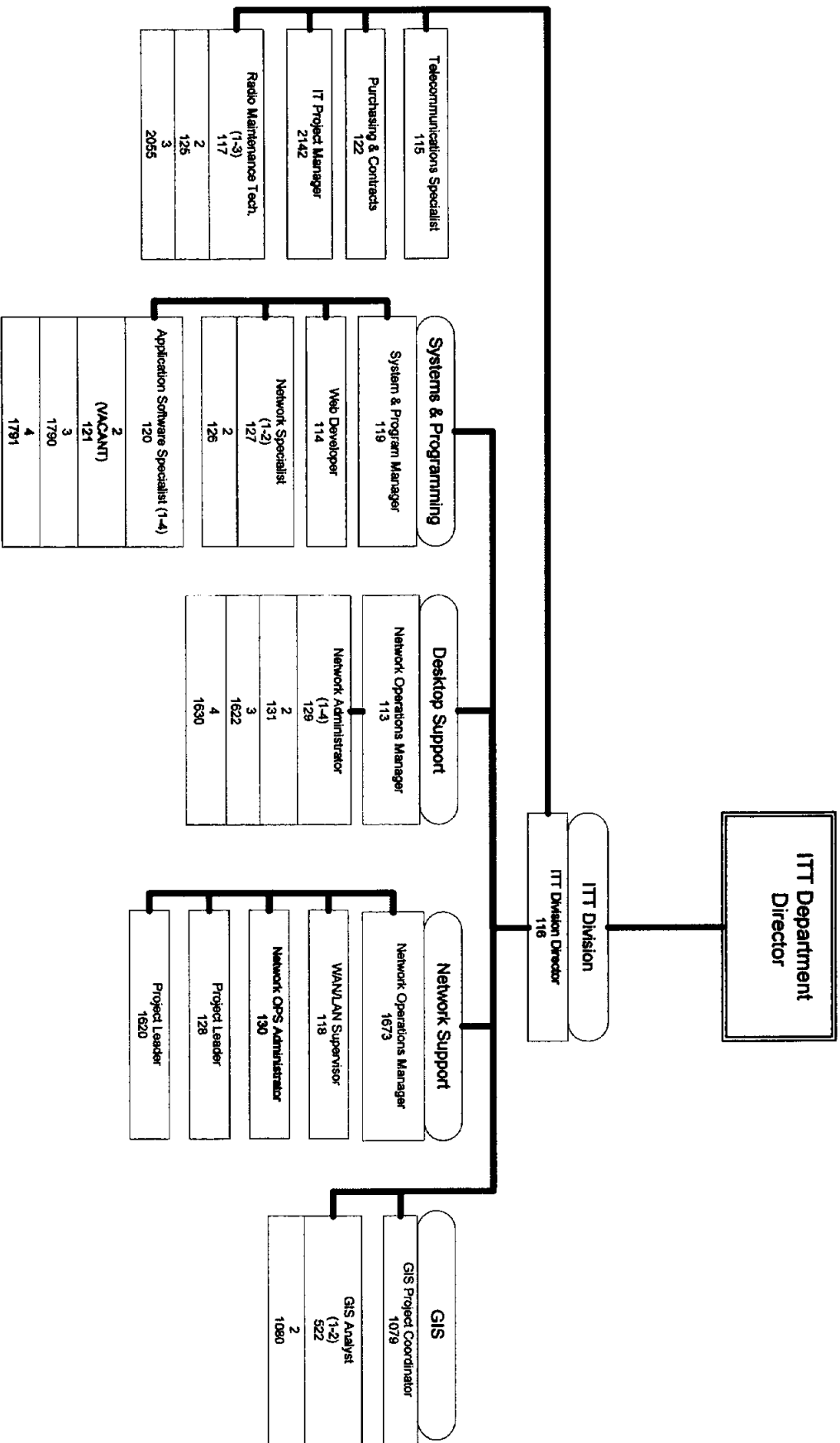
City Councilor
District 3

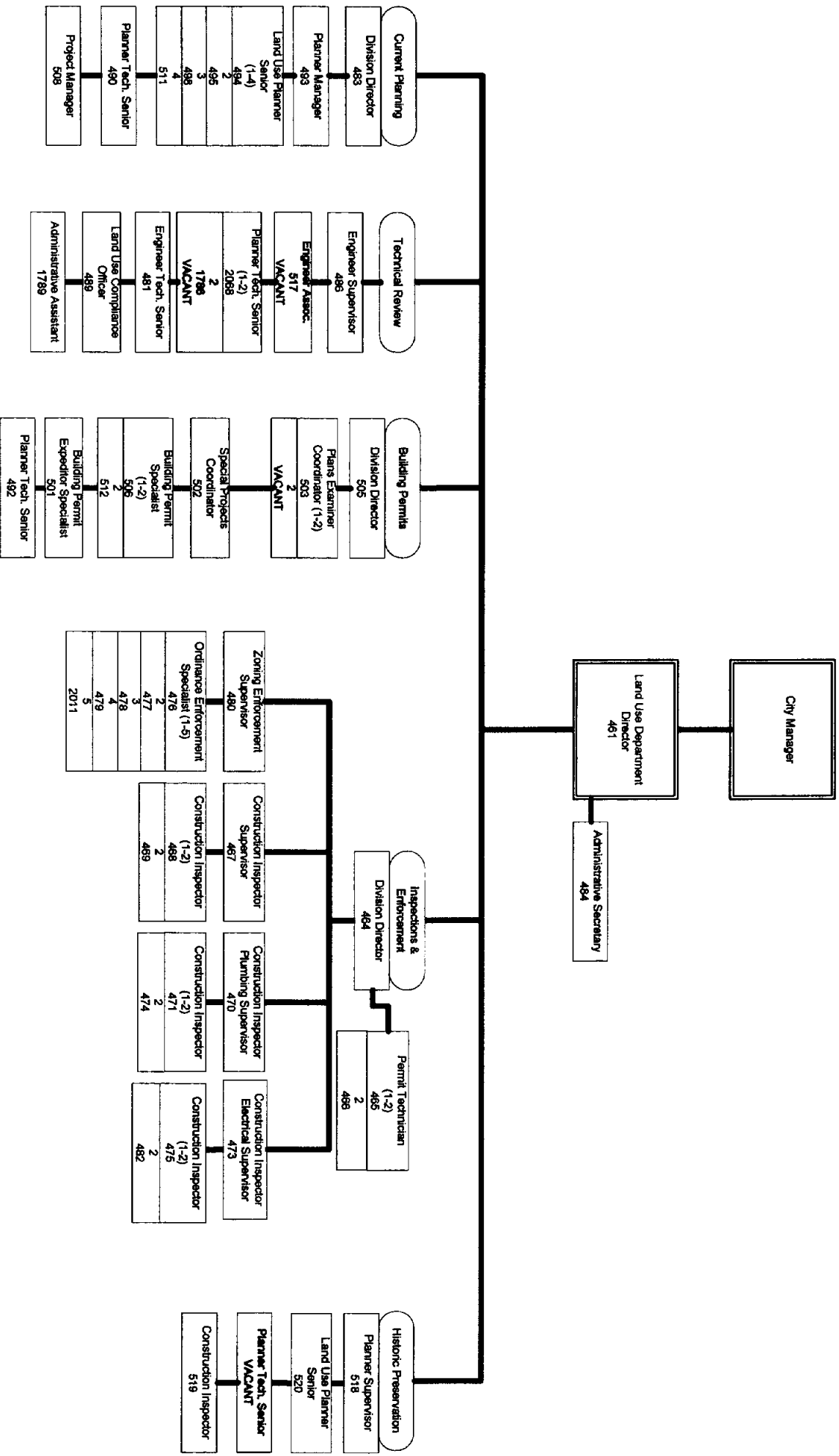
City Councilor
District 3

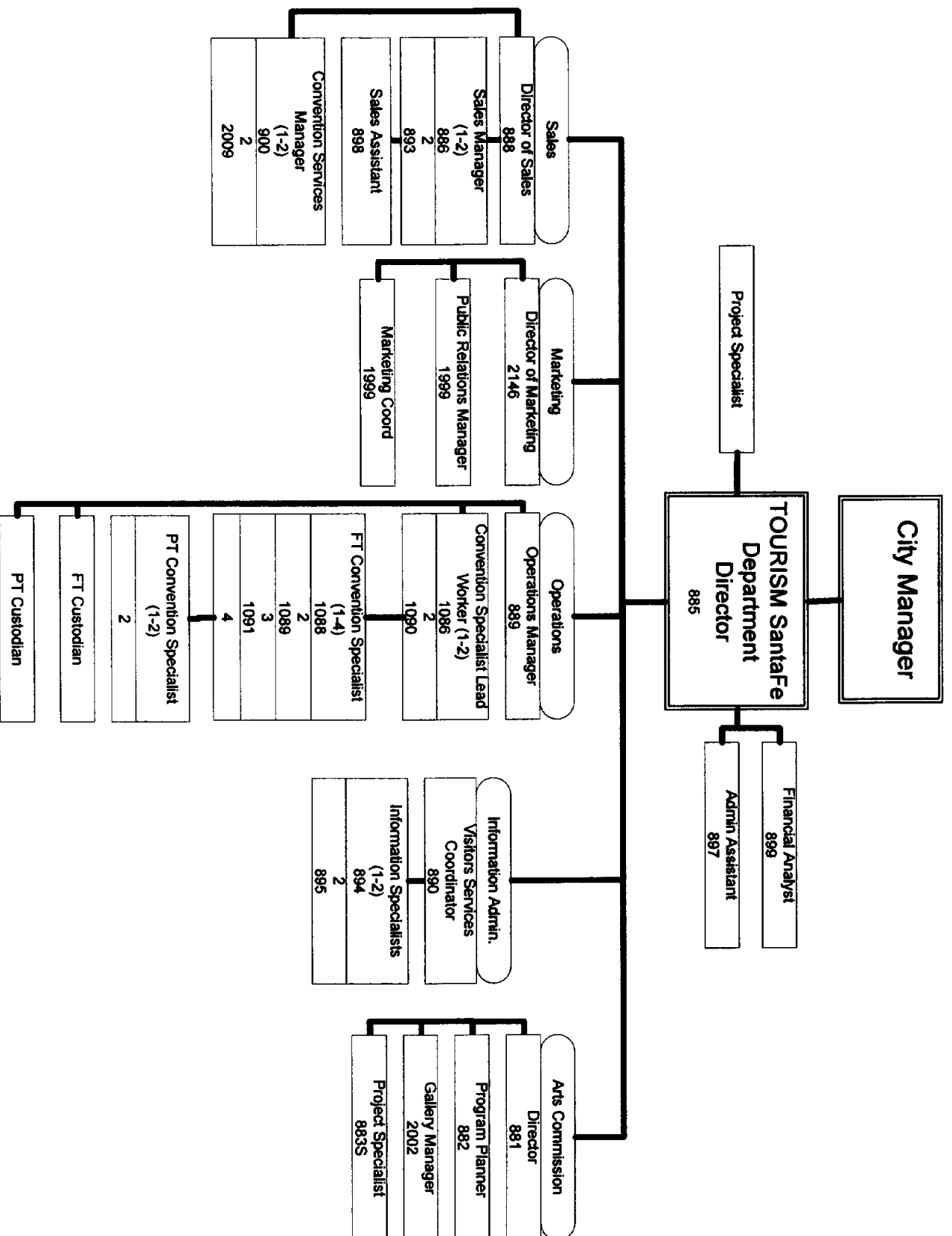
City Councilor
District 4

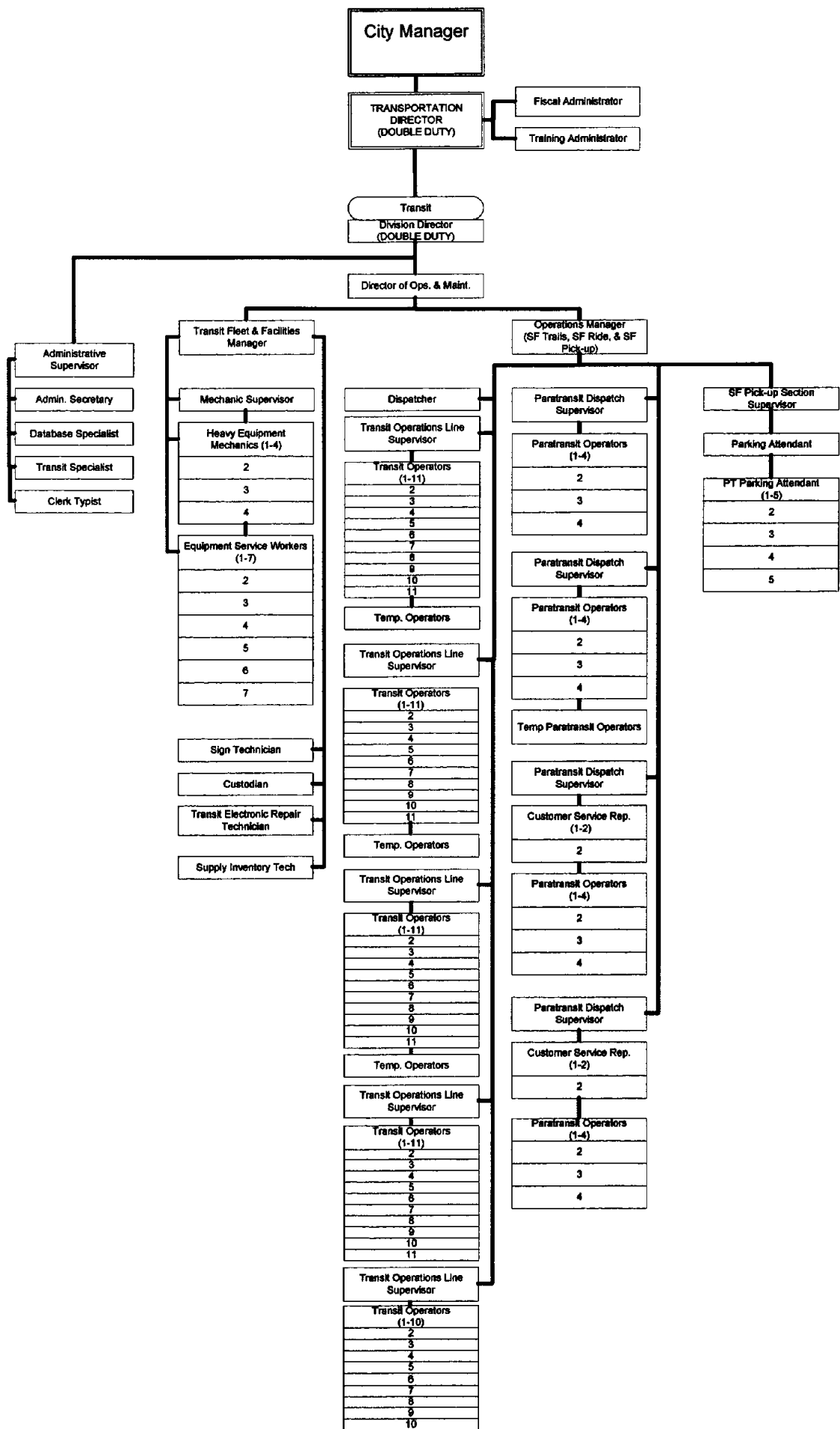
City Councilor
District 4











City Councilor
District 1

City Councilor
District 1

City Councilor
District 2

City Councilor
District 2

Mayor

City Councilor
District 3

City Councilor
District 3

City Councilor
District 4

City Councilor
District 4

Judicial Branch

**Municipal
Court Judge**
11

Court Administrator
14

Deputy Court
Administrator
13

Court Admin Assistant
19

Admin Asst, Confidential
15

Accountant
1808

Probation Officer/Drug
Court Coordinator/DUI
Coordinator
1854

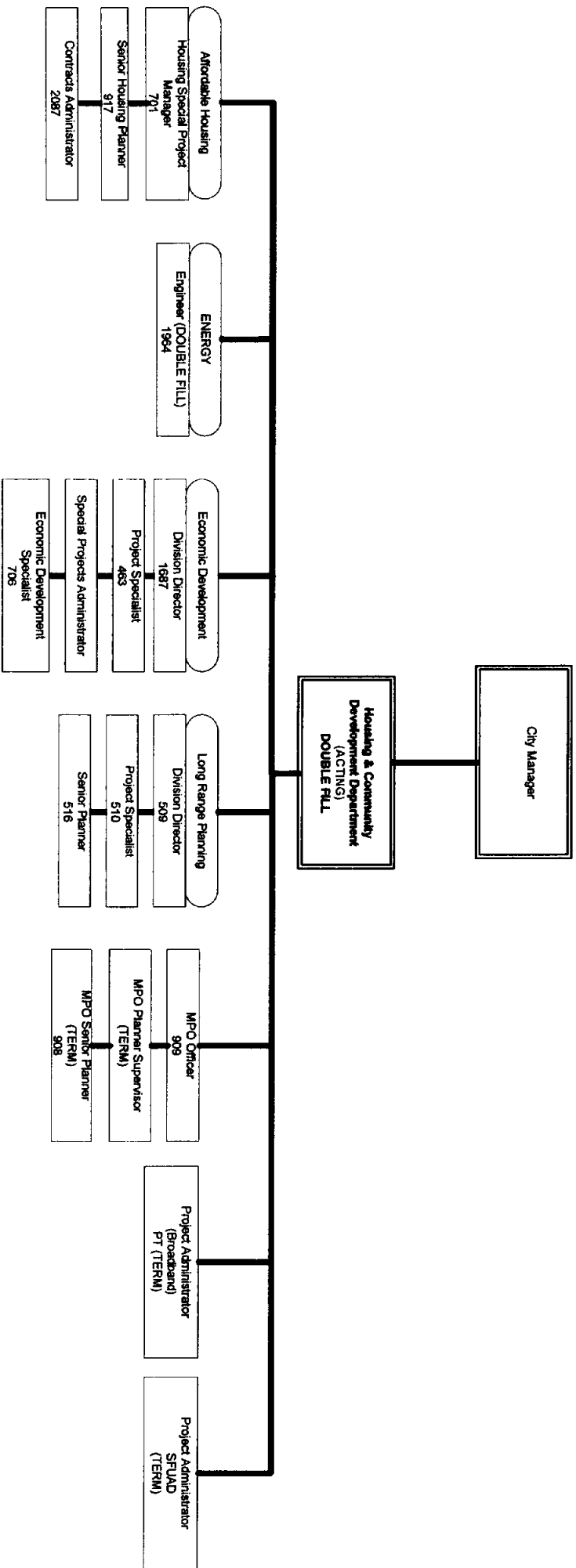
Bailiff/Court Clerk
1853

Court Records Clerk
(12), 12A

Court Admin Assistant
20

Custodian
160

Court Clerk (1-9) 23
2
1866
3
18
4
15/79
5
16
6
17
7
21
8
22
9
24

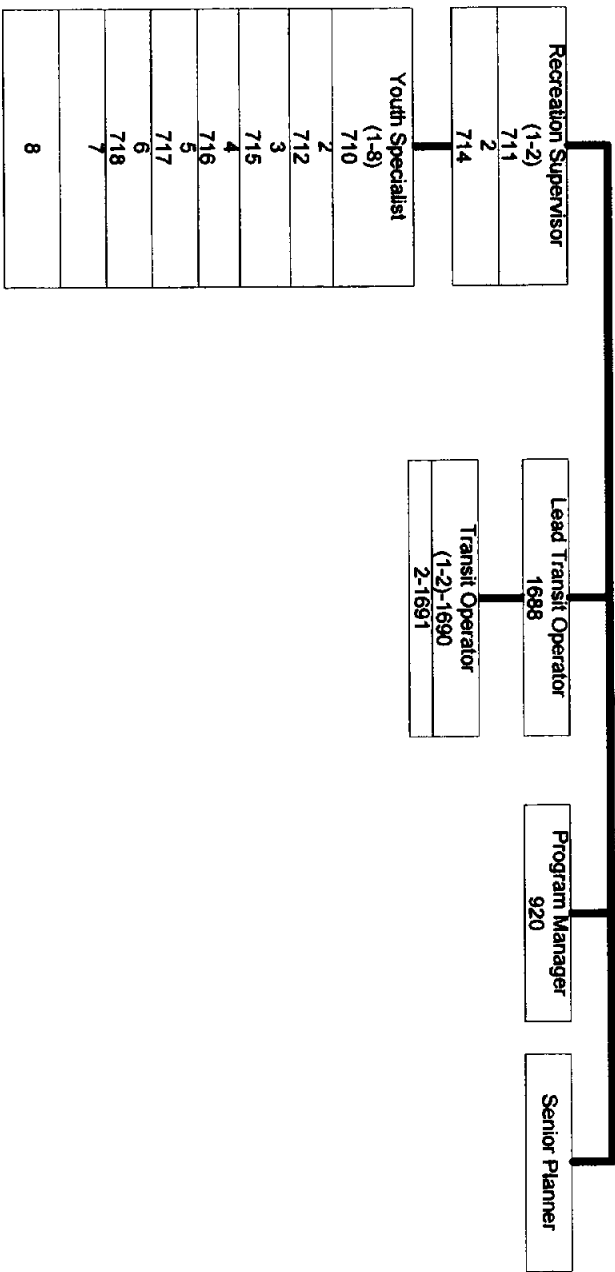


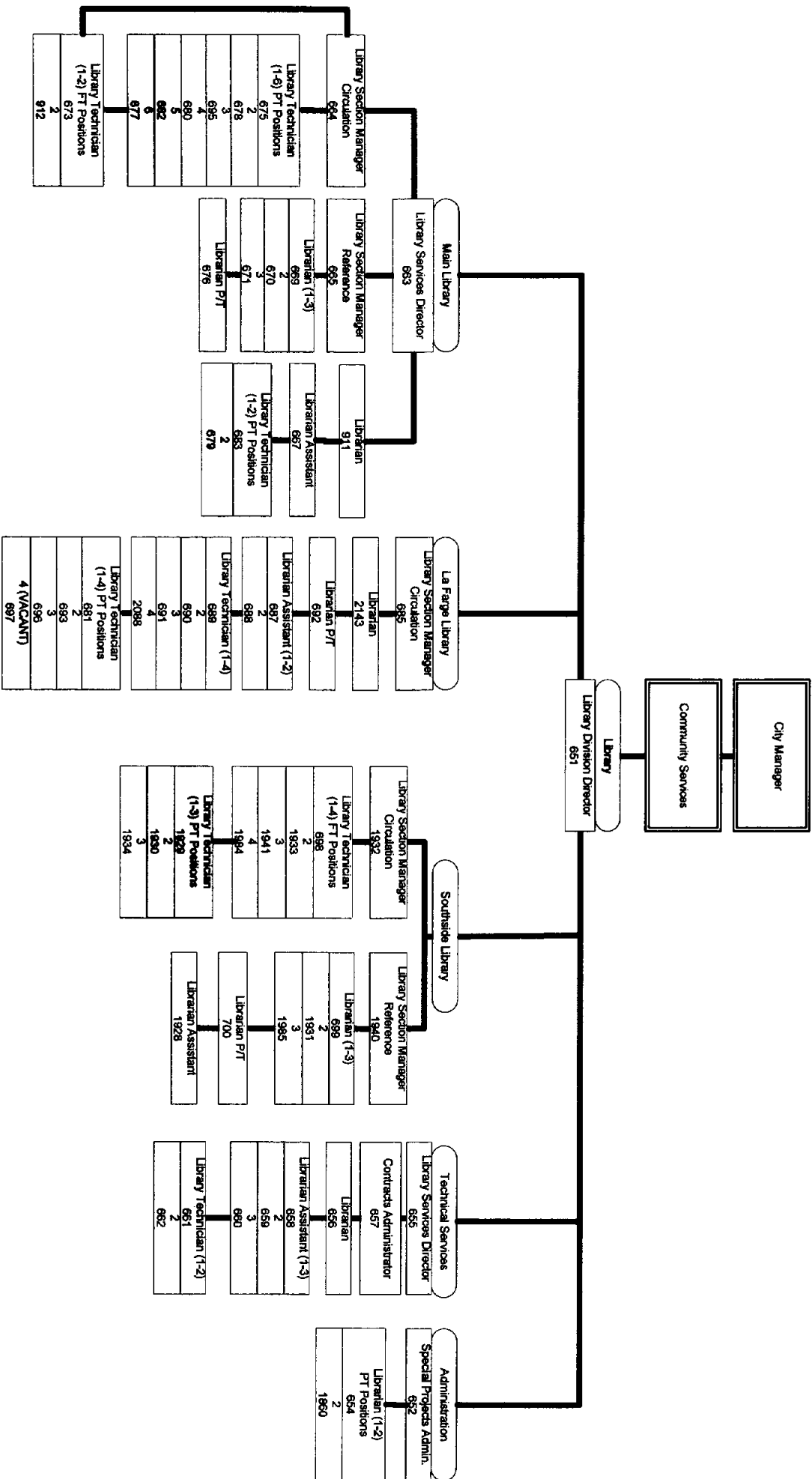
SYP Aide
(1-59) 977
2-985
3-1014
4-1054
5-1011
6-1061
7-1056
8-1047
9-997
10-1053
11-1041
12-1022
13-1029
14-1021
15-1055
16-1037
17-1026
18-998
19-999
20-1027
21-1032
22-1012
23-1035
24-1062
25-1051
26-1060
27-1058
28-1013
29-1039
30-1020
31-1019
32-1023
33-1024
34-1025
35-1028
36-1030
37-1031
38-1033
39-1034
40-1036
41-1038
42-1040
43-1042
44-1043
45-1044
46-1045
47-1046
48-1048
49-1049
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54-1591
55-1592
56-1593
57-1595
58-1009
59-1000

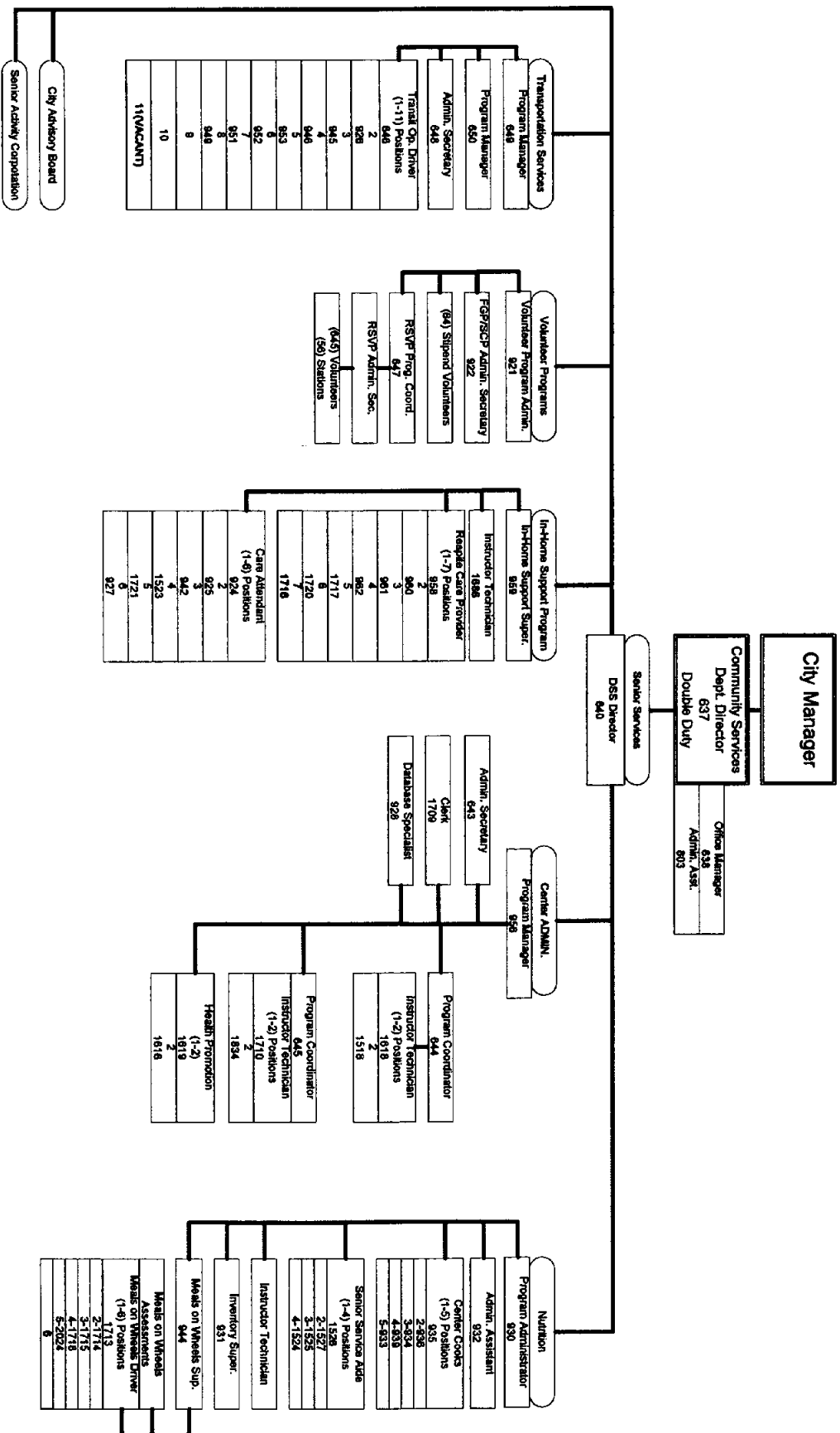
SYP Supervisor
(1-16)-965
2-964
3-969
4-970
5-971
6-972
7-973
8-974
9-975
10-980
11-1584
12-1585
13-1586
14-1598
15-1596
16-1597

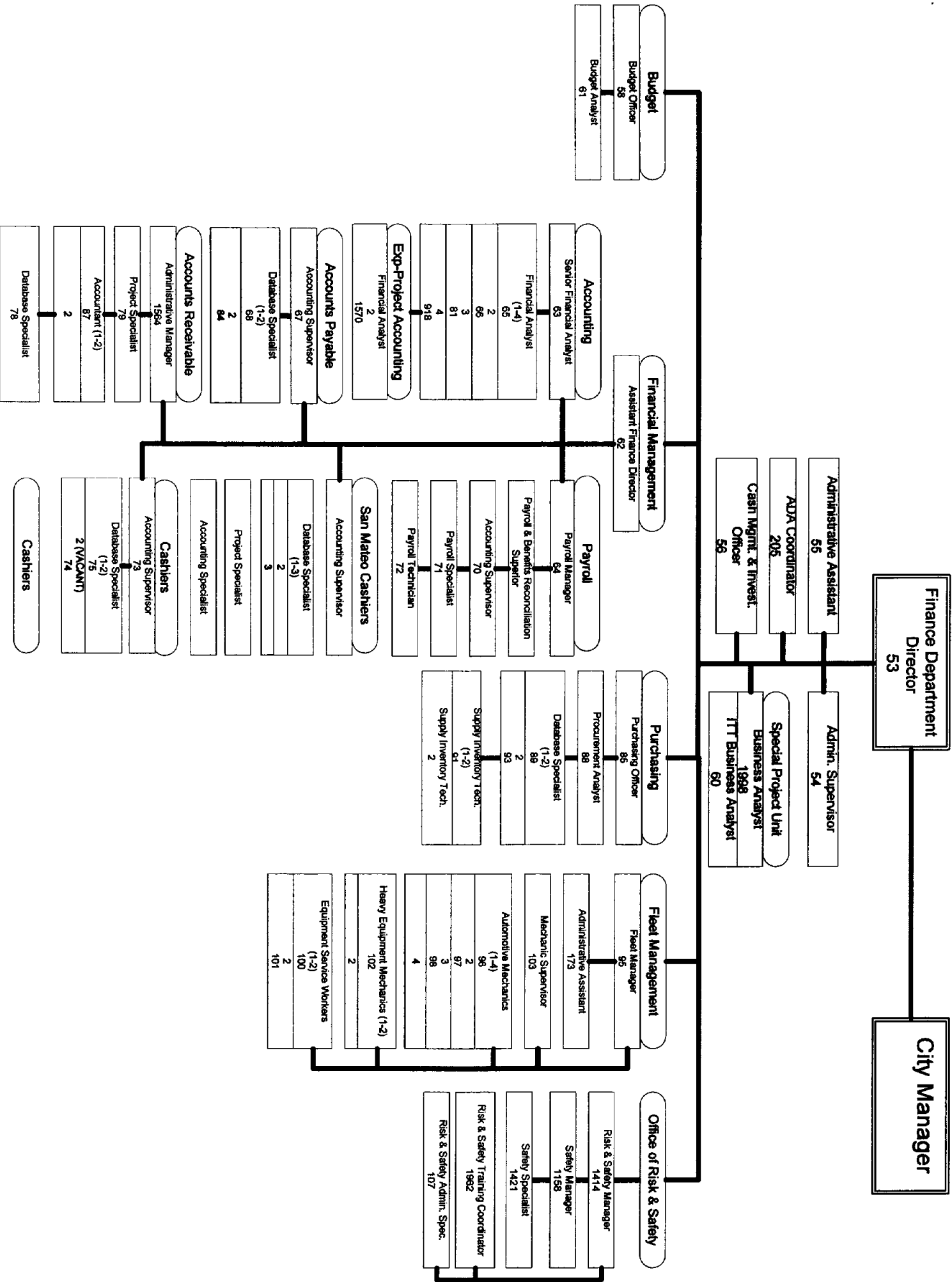
SYP Supervisor (TMP)
713

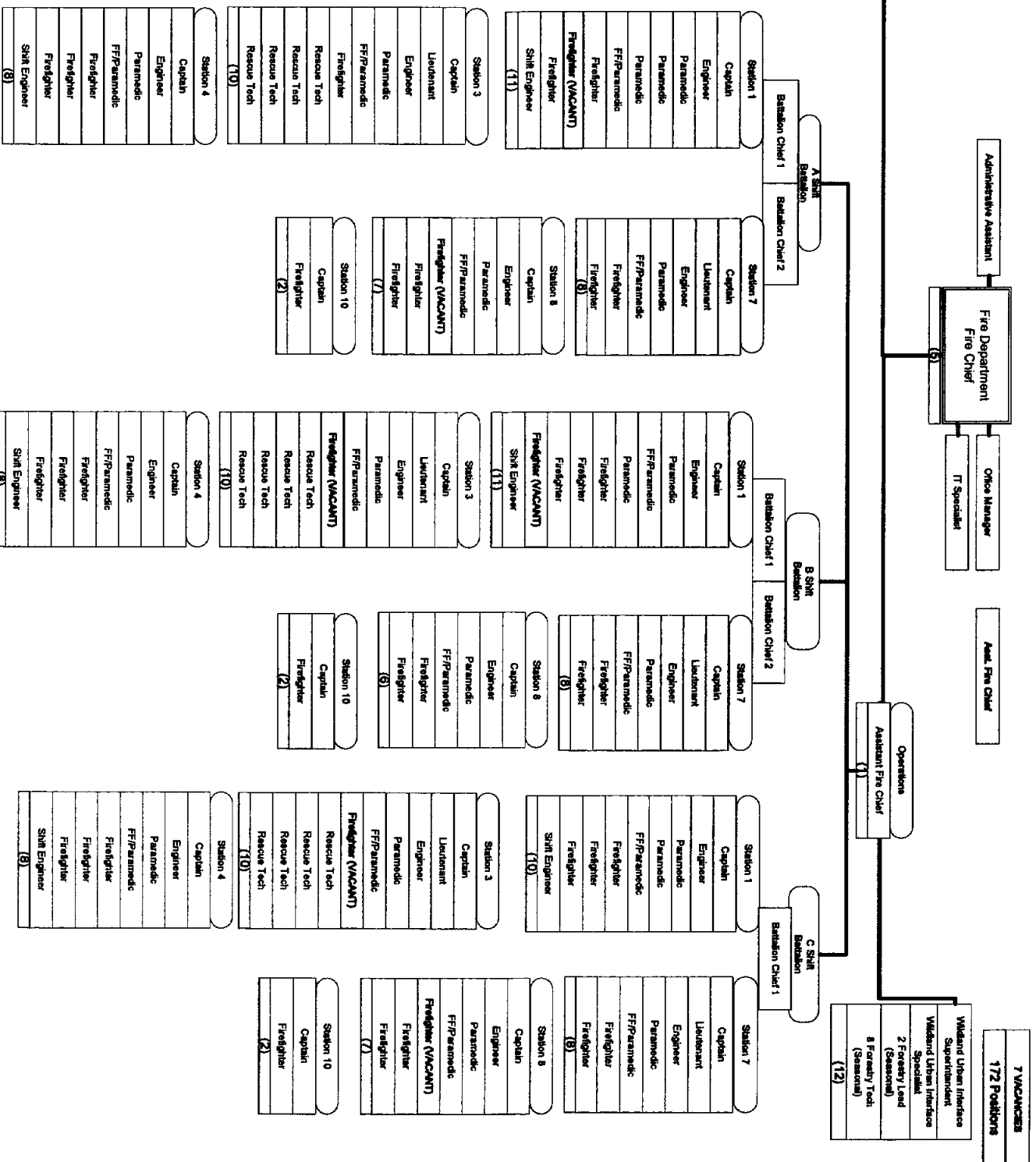
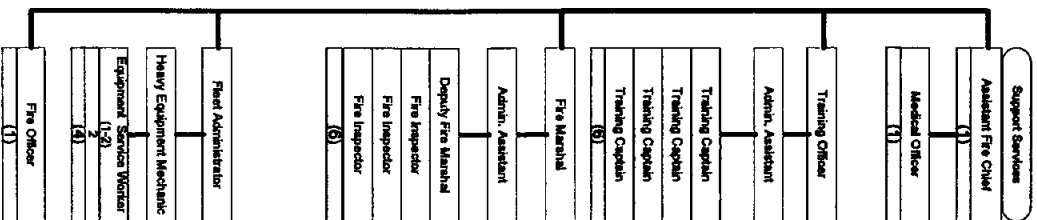
SYP Asst. Supervisor
(1-18)-1588
2-1589
3-976
4-979
5-981
6-982
7-984
8-986
9-987
10-988
11-989
12-990
13-991
14-992
15-993
16-994

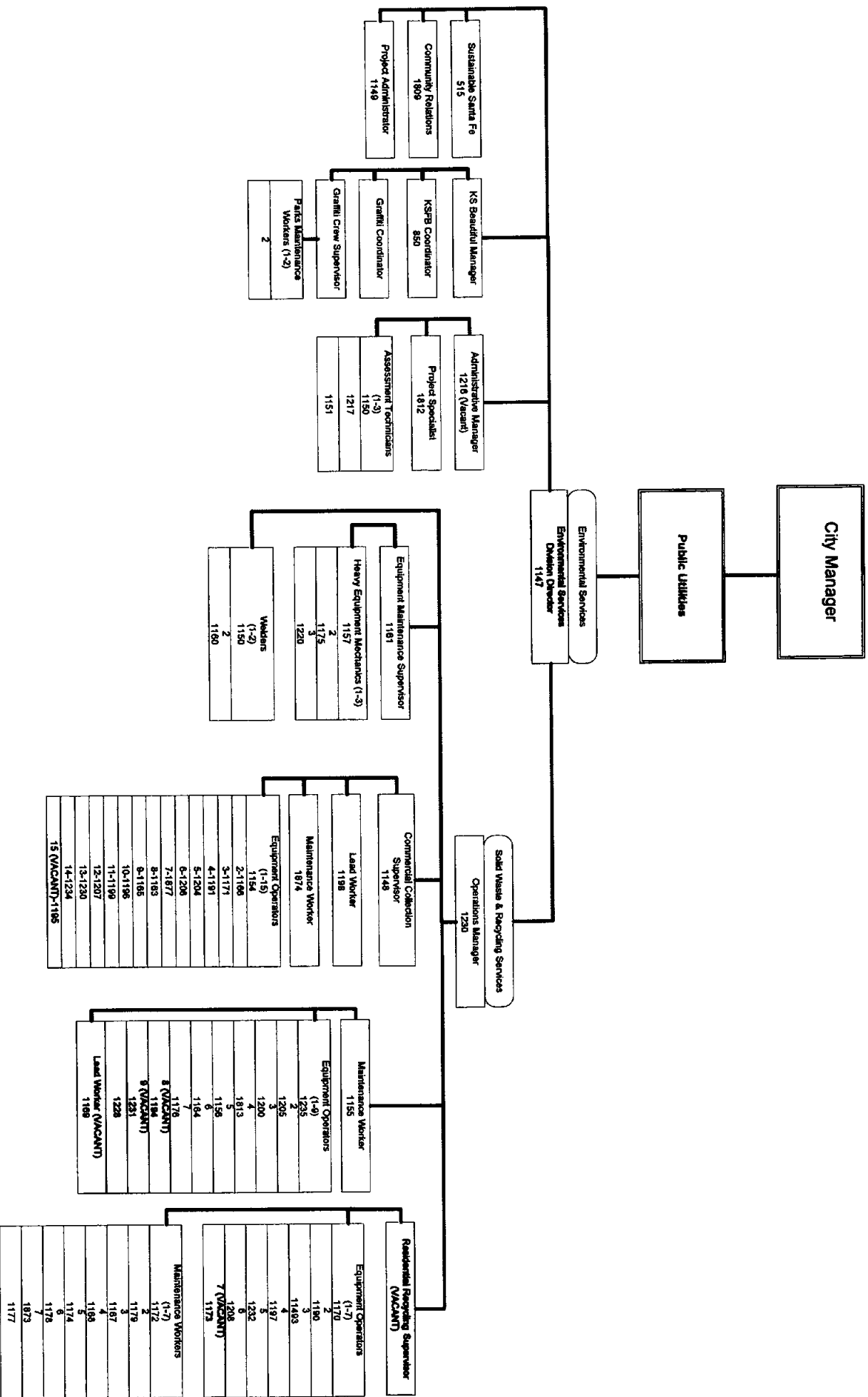


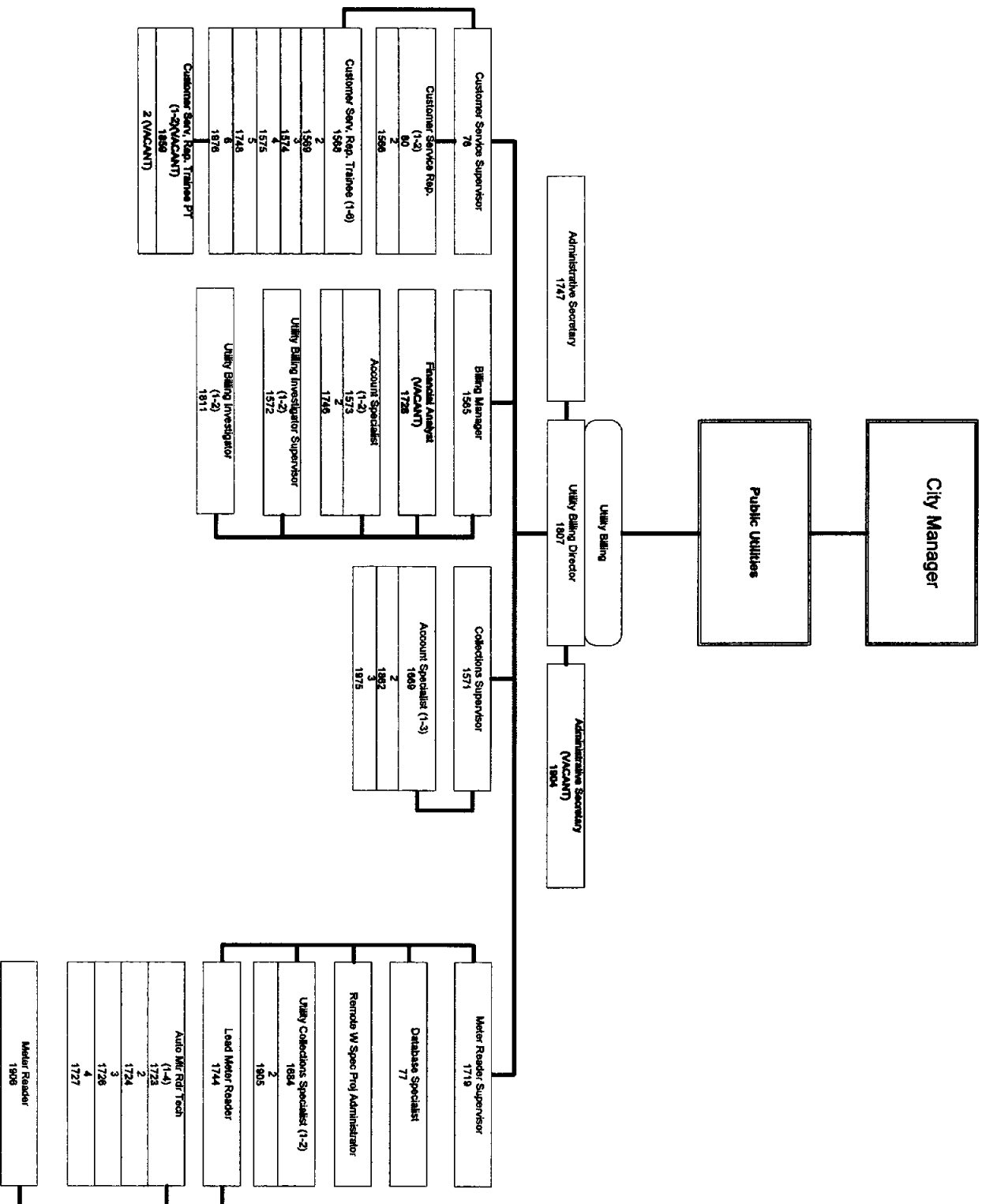


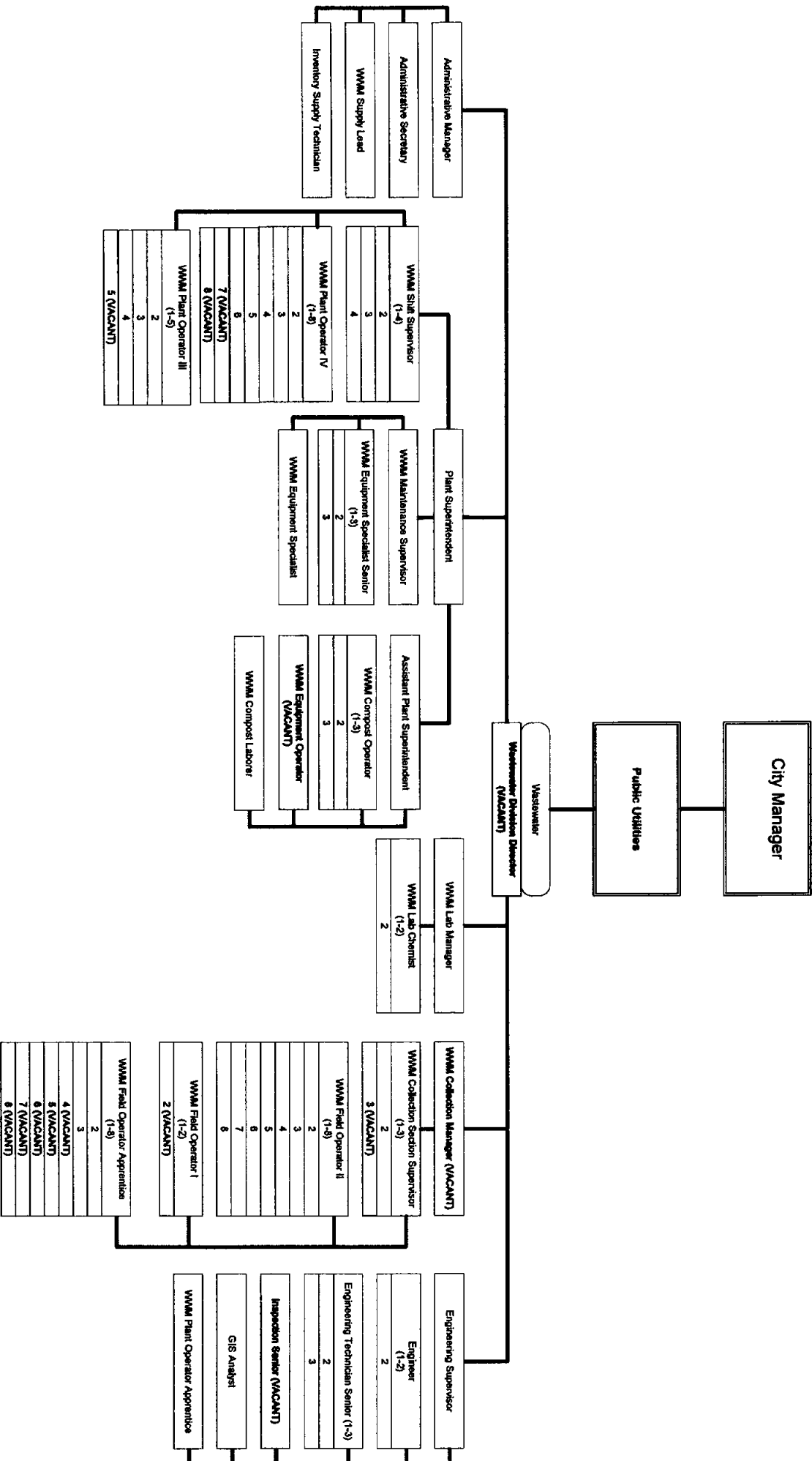


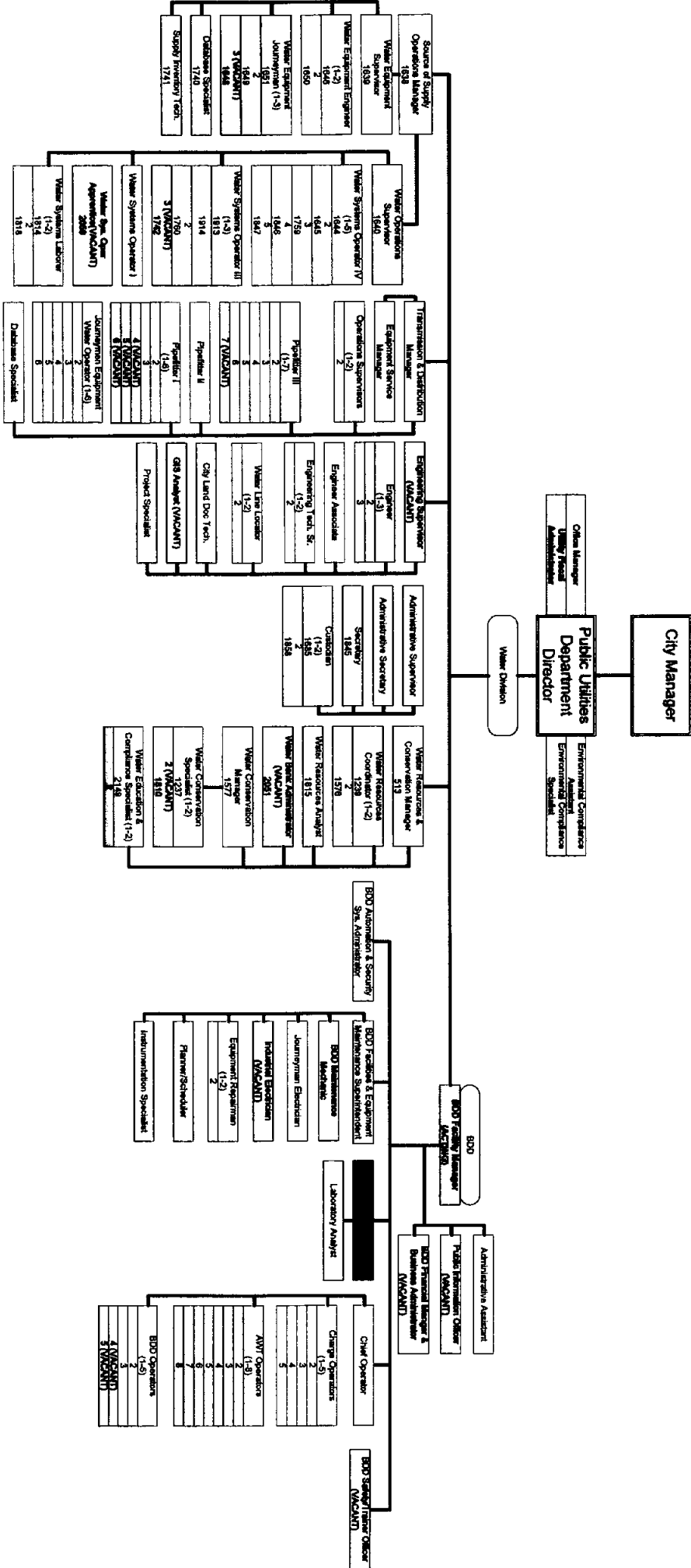


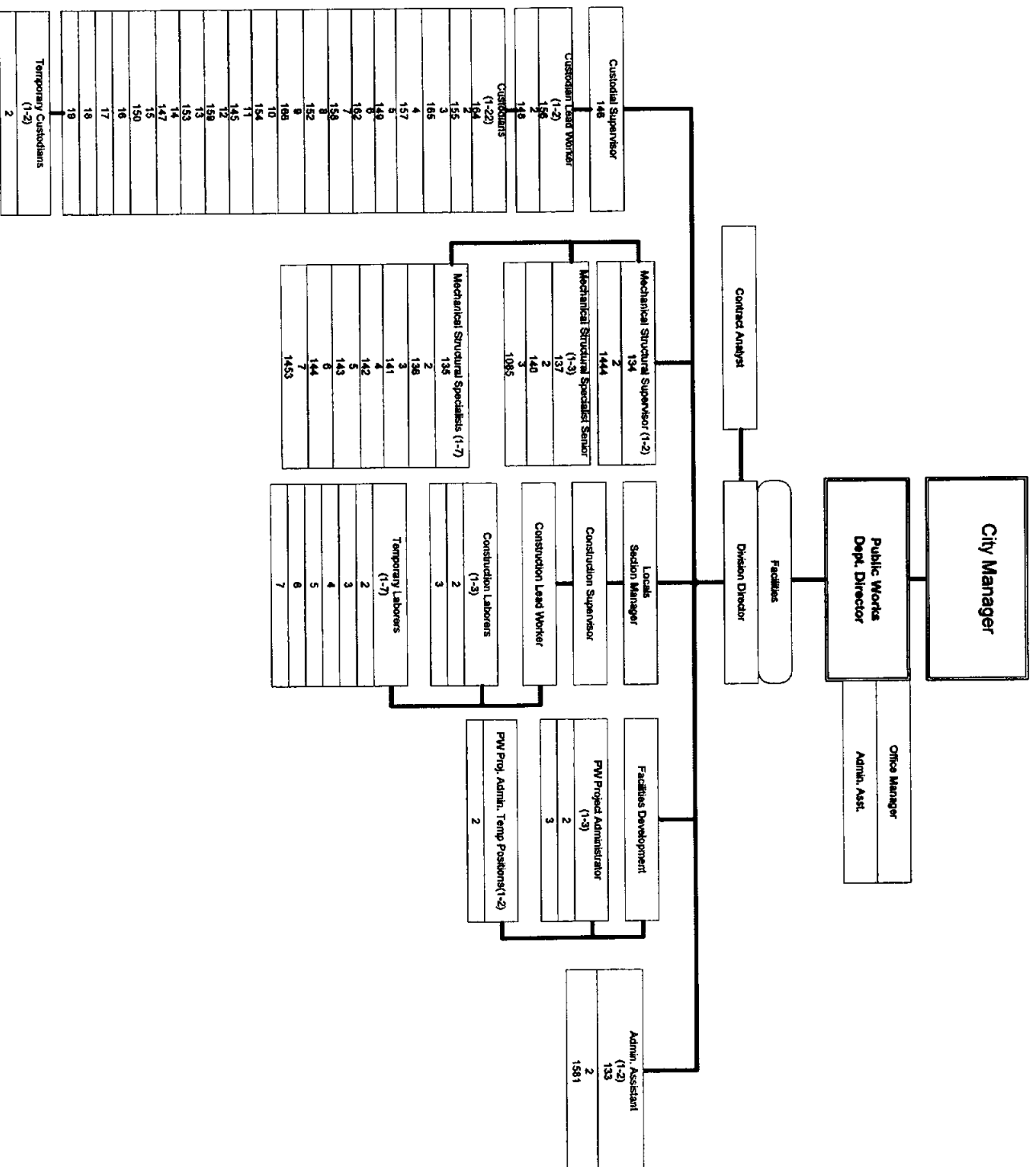


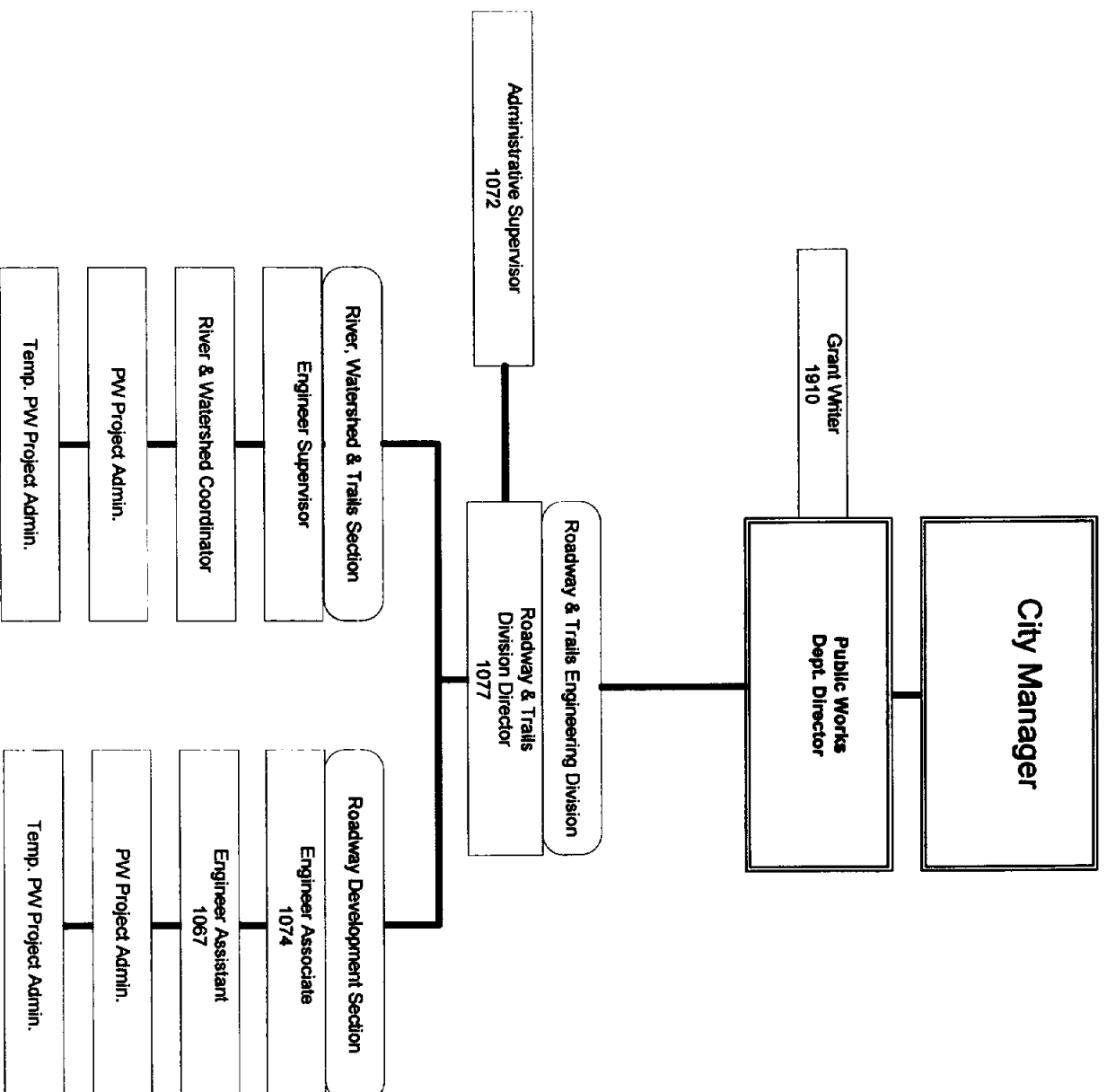


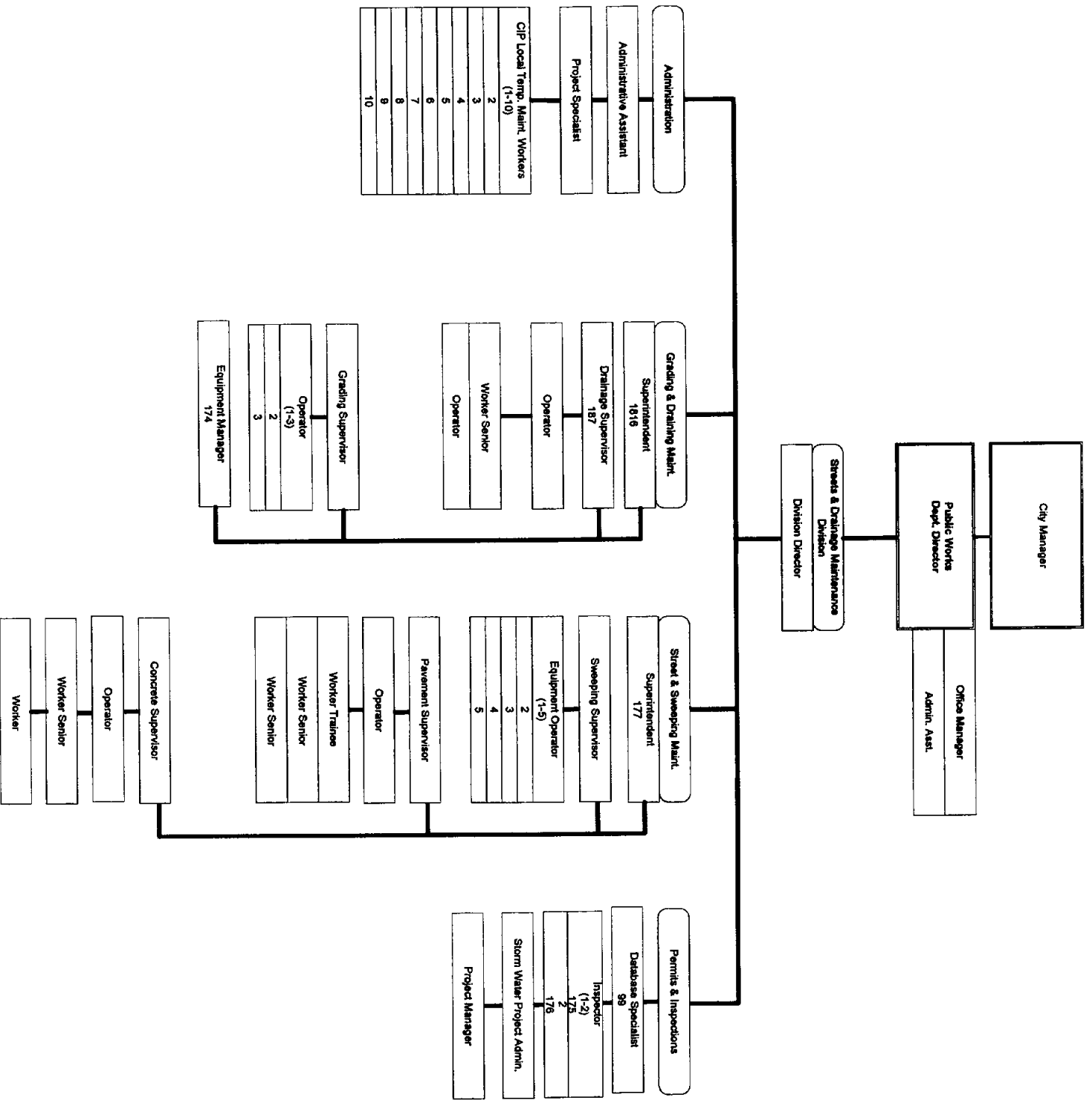


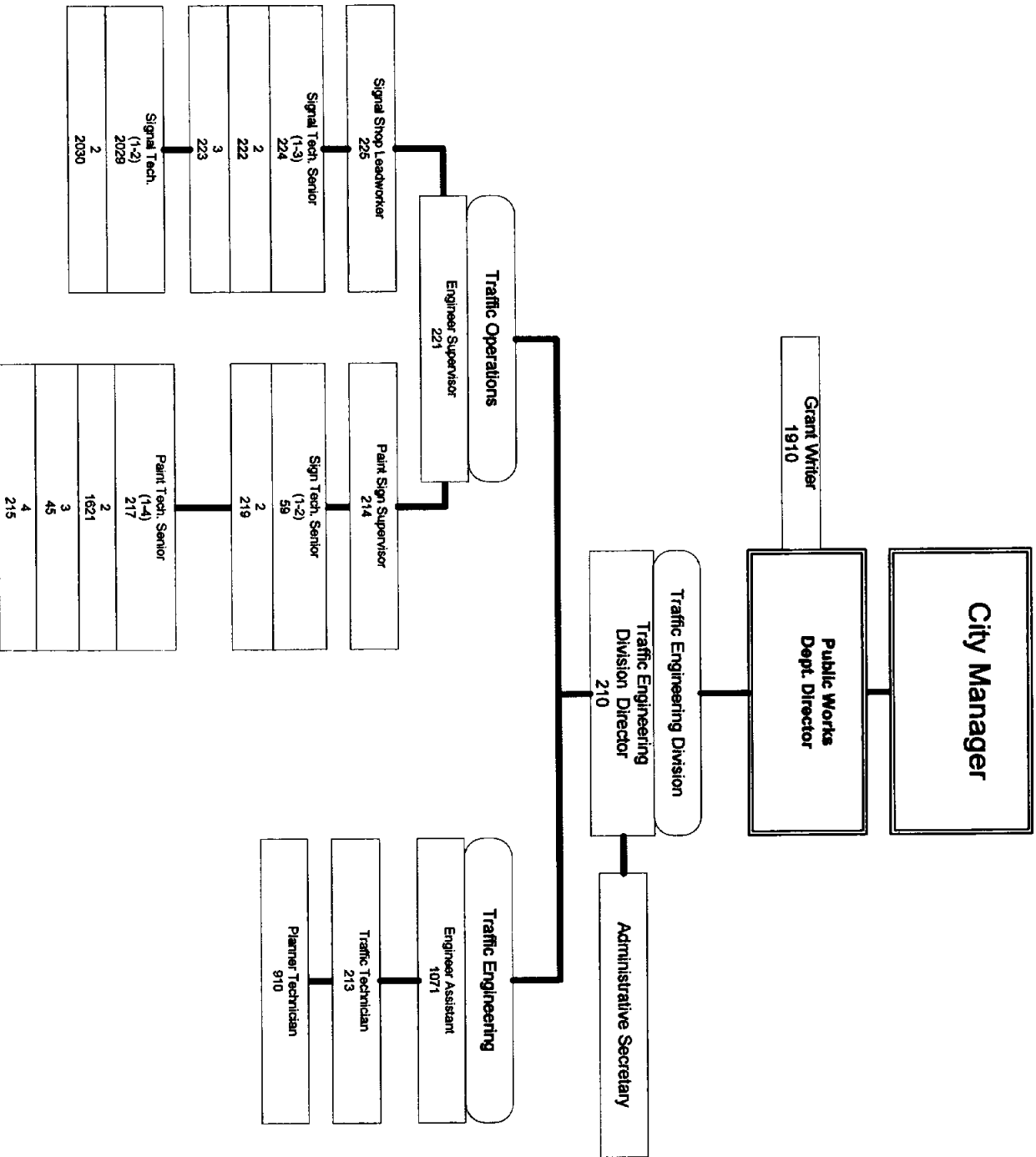












**CITY OF SANTA FE
VACANT POSITIONS BY DEPARTMENT**

Home Business Unit	Department	Division	Union	Classification	Position ID	Description	VACANT 24 Months	04/28/2015
52364	Public Utilities-used in Finance	PURCHASING	AFSME	Classified Full Time	1706	ADMINISTRATIVE SECRETARY	69.93	\$ 56,525.00
12112	Parks & Recreation Department	Parks & Recreation Department	AFSME	Classified Full Time	741	PARKS MAINTENANCE WORKER	27.42	\$ 49,965.00
52600	Parks & Recreation Department	Parks & Recreation Department	AFSME	Classified Full Time	1397	PARKS MAINTENANCE WORKER SR	69.93	\$ 64,537.00
52701	Parks & Recreation Department	RECREATION	AFSME	Classified Full Time	1447	SPECIAL PROJECTS ADMINISTRATOR	69.93	\$ 72,842.18
52703	Parks & Recreation Department	RECREATION	NONE	Classified Full Time	807	RECREATION SECTION MGR ASST	57.11	\$ 82,703.42
52452	Public Utilities	WASTE WATER MGMT.	AFSME	Classified Full Time	1317	WWM PLANT OPERATOR	74.37	\$ 88,667.62
52452	Public Utilities	WASTE WATER MGMT.	AFSME	Classified Full Time	1323	WWM PLANT OPERATOR	59.80	\$ 90,800.67
52455	Public Utilities	WASTE WATER MGMT.	AFSME	Classified Full Time	1333	WWM FIELD OPERATOR	58.95	\$ 87,413.37
52455	Public Utilities	WASTE WATER MGMT.	AFSME	Classified Full Time	1347	WWM FIELD OPERATOR	72.03	\$ 75,328.56
52455	Public Utilities	WASTE WATER MGMT.	AFSME	Classified Full Time	1349	WWM FIELD OPERATOR	32.48	\$ 75,328.56
52458	Public Utilities	WASTE WATER MGMT.	AFSME	Classified Full Time	1358	WWM INSPECTION SENIOR	69.93	\$ 76,807.63
52460	Public Utilities	WASTE WATER MGMT.	AFSME	Classified Full Time	2007	WWM COMPOST OPERATOR	29.56	\$ 61,848.02
52201	Public Utilities	UTILITY BILLING	AFSME	Classified Full Time	1728	FINANCIAL ANALYST-UTILITY BIL	69.93	\$ 94,067.55
52201	Public Utilities	UTILITY BILLING	AFSME	Classified Full Time	1904	ADMINISTRATIVE SECRETARY	69.93	\$ 63,704.55
52361	Public Utilities	WATER DIVISION	AFSME	Classified Full Time	1847	WATER SYSTEMS OPERATOR	35.44	\$ 107,293.78
52361	Public Utilities	WATER DIVISION	AFSME	Classified Full Time	2059	WATER SYSTEM OPERATOR APPRENTI	69.93	\$ 67,952.24
52363	Public Utilities	WATER DIVISION	AFSME	Classified Full Time	1663	PIPEFITTER	69.93	\$ 84,814.19
52363	Public Utilities	WATER DIVISION	AFSME	Classified Full Time	1848	PIPEFITTER	60.43	\$ 60,885.32
22402	Public Works	Parks & Recreation Department	AFSME	Classified Full Time	798	PARKS MAINTENANCE WORKER	57.04	\$ 48,999.40
52154	Transportation Department	PARKING	AFSME	Classified Full Time	1109	PARKING FIELD COLLECTOR	69.93	\$ 41,370.59
52402	Transportation Department	TRANSIT DIV.	NONE	Term City Funded Full Time	1243	TRANSIT OPERLINE SUPERVISOR	29.13	\$ 97,605.04

Exhibit "3"

	DEPARTMENT	FY 15/16 Positions	FY 14/15 Positions	
TOTAL POSITIONS	CITY MANAGER	23	20	ADD-DEPUTY CM 1 POS; ASSET MANAGEMENT 2 POS
TOTAL POSITIONS	MUNI COURT	20	21	POS 12 WAS A DOUBLE FILL IN 14/15
TOTAL POSITIONS	HR	13	15	2 positions were counted twice in FY 14/15
TOTAL POSITIONS	FINANCE	55	50	Positions counted in Finance that were counted in PU last FY
TOTAL POSITIONS	ITT	29	25	ADDED POSITION IN FY 15/16
TOTAL POSITIONS	COMMUNITY SERV	240	243	3 positions were double counted
TOTAL POSITIONS	TOURISM	30	32	ADDED PUBLIC RELATIONS MANAGER; 3 POSITIONS WERE DOUBLE COUNTED
TOTAL POSITIONS	PU	296	302	POSITIONS LOCATED IN FINANCE IN FY 15/16
TOTAL POSITIONS	TRANSPORTATION	187	186	<i>Re-established 1 FTE in FY 15-16</i>
	PARKS AND RECREATION	190		Difference is the creation of the new department. Currently all positions are counted.
	PUBLIC WORKS	116	114	
TOTAL POSITIONS	COMMUNITY DEV	14	19	5 Positions were counted twice in FY 14/15

Exhibit "4"

**CITY OF SANTA FE - FY 2015/2016
VACANCY PERCENTAGES by DEPARTMENT**

Page 1 of 2
DRAFT

Dept	Bus. Unit	Department	VAC RATE	VACANCY CREDIT BUDGETED	No. of Vacant Positions	Vacant Positions >24Mo	COST OF VACANT POS >24Mo
		AVERAGE CITY WIDE VACANCY PERCENTAGE	4%	(3,431,814.00)	159	21	\$ 1,549,459.69
		TOTAL OTHER FUNDS	5%	(1,746,704.58)			\$ 1,499,494.69
		TOTAL GENERAL FUND	3%	(1,685,109.84)			\$ 49,965.00
COM	12102	TOTAL MAIN LIBRARY	2.0%	(19,104.54)	2		
COM	12103	TOTAL LA FARGE LIBRARY	2.0%	(10,759.86)			
COM	12124	TOTAL MONICA ROYBAL CENTER	1.5%	(6,427.67)	1		
COM	22584	TOTAL SENIOR SERVICES DIVISION	0.0%		1		
COM	22710	TOTAL YOUTH AND FAMILY SVCS	0.0%		7		
COM Total					11	0	\$
CVB	52102	TOTAL CONVENTION CENTER	3.0%	(18,994.37)			
CVB	22108	TOTAL CONVENTION & VISITOR'S BUREAU ADMINISTRATION	3.0%	(40,370.32)			
CVB Total					0	0	\$
FN	12022	TOTAL ACCOUNTING	0.0%		1		
FN	52324	TOTAL WATER DIV FLEET	0.0%		1		
FN	12024	TOTAL FLEET MAINTENANCE	2.0%	(11,139.18)	1		
FN	12017	TOTAL COMPTROLLER	2.0%	(33,025.30)			
FN	52206	TOTAL ACCOUNTING/CASHIERS	3.0%	(12,337.66)			
FN Total					3	0	\$
FIR	12089	TOTAL EMERGENCY SERVICES DIVISION	2.0%	(236,109.22)			
FIR Total					0	0	\$
GEN	12005	TOTAL CITY ATTORNEYS	2.0%	(20,109.17)			
GEN	12006	TOTAL CITY CLERK ADMINISTRATION	2.0%	(9,662.17)	1		
GEN Total					1	0	\$
GG	12010	TOTAL CITY CLERK	0.0%		1		
GG	22790	TOTAL CITY MANAGER'S OFFICE	0.0%		1		
GG Total					2	0	\$
GEN	12002	TOTAL MUNICIPAL COURTS	2.0%	(25,147.95)	2		
GEN Total					2	0	\$
HC	12176	TOTAL ECONOMIC DEVELOPMENT	0.0%		1		
HC Total					1	0	\$
HR	12025	TOTAL Human Resources	0.0%		0		
HR Total					0	0	\$
ITT	12028	TOTAL ITT DEPARTMENT	6.0%	(142,707.91)			
ITT	12029	TOTAL Information Technology & Tel	0.0%		2		
ITT Total					2	0	\$
LUD	12073	TOTAL BIE ADMINISTRATION	2.0%	(27,752.07)			
LUD	12079	TOTAL BUILDING PERMITS DIVISION	2.0%	(14,083.72)	2		
LUD	12179	TOTAL ENGINEERING DEVELOPMENT REVIEW	10.0%	(49,722.02)	2		
LUD	12107	TOTAL PERMIT & DEVELOPMENT REVIEW	0.0%		1		
LUD Total					5	0	\$
POL	12059	TOTAL PATROL	8.0%	(771,113.37)	7		
POL	12062	TOTAL INVESTIGATIONS	4.0%	(108,883.00)	2		
POL	12187	ADMINISTRATION SUPPORT	3.0%	(64,200.01)	1		
POL	12188	PATROL SUPPORT	2.5%	(20,986.59)	1		
POL Total					11	0	\$
PD	12057	TOTAL POLICE ADMIN	0.0%		1		
PD	22210	TOTAL POLICE PATROL	0.0%		2		
PD	52859	TOTAL POLICE PATROL	0.0%		2		
PD Total					5	0	\$
PR	12108	TOTAL Parks & Recreation Department	0.0%		1		
PR	12177	TOTAL Parks & Recreation Department	0.0%		1		
PR	52858	TOTAL Parks & Recreation Department	0.0%		1		
PR	12110	TOTAL PARKS DIVISION	1.5%	(9,920.80)	1		
PR	12112	TOTAL PARKS DISTRICTS	4.0%	(73,506.96)	10		
PR	52600	TOTAL MUNICIPAL RECREATION COMPLEX	4.0%	(20,141.10)	3	1	49,965.00
PR	12120	TOTAL SALVADOR PEREZ POOL	1.5%	(6,443.90)	3		
PR	12121	TOTAL FORT MARCY POOL	1.5%	(8,012.14)	1		
PR	12123	TOTAL BICENTENNIAL POOL	1.5%	(1,130.48)	12		
PR	12135	TOTAL SPORTS SECTION	1.5%	(3,491.91)	1		
PR	52701	TOTAL GENOVEVA CHAVEZ COMMUNITY CENTER ADMINIST	5.0%	(37,734.78)	1	1	72,842.18
PR	52702	TOTAL GCCC FACILITY OPERATIONS	5.0%	(11,586.54)	1		
PR	52703	TOTAL GCCC CENTER OPERATIONS	6.0%	(41,740.60)	1	1	82,703.42
PR	52704	TOTAL GCCC NATATORIUM OPERATIONS	6.0%	(43,501.31)	3		

CITY OF SANTA FE - FY 2015/2016
VACANCY PERCENTAGES by DEPARTMENT

Page 2 of
DRAFT

Dept	Bus. Unit	Department	VAC RATE	VACANCY CREDIT BUDGETED	No. of Vacant Positions	Vacant Positions >24Mo	COST OF VACANT POS >24Mo
		AVERAGE CITY WIDE VACANCY PERCENTAGE	4%	(3,431,814.00)	159	21	\$ 1,549,459.69
		TOTAL OTHER FUNDS	5%	(1,746,704.58)			\$ 1,499,494.69
		TOTAL GENERAL FUND	3%	(1,685,109.84)			\$ 49,965.00
PR	52705	TOTAL GCCC ICE ARENA OPERATIONS	5.0%	(17,875.58)			
PR Total					40	4	\$ 2,700,477.60
PU	72410	TOTAL BDD	6.0%	(190,145.63)			
PU	52251	TOTAL ADMINISTRATION	4.0%	(40,301.55)	1		
PU	52255	TOTAL SW RESIDENTIAL COLLECTION - CURBSIDE	5.0%	(48,738.43)	2		
PU	52265	TOTAL RECYCLING COLLECTIONS	5.0%	(39,050.66)	3		
PU	52201	UTILITY BILLING DIVISION	3.0%	(10,237.34)	2	2	157,772.10
PU	52202	TOTAL CUSTOMER SERVICE	3.0%	(16,858.69)			
PU	52205	TOTAL BILLING UNIT	3.0%	(11,563.13)			
PU	52209	TOTAL METER READING	3.0%	(19,073.42)			
PU	52210	TOTAL COMPUTER SYSTEMS	3.0%	(8,581.90)	1		
PU	52300	TOTAL WATER DIVISION OPERATING	5.0%	(22,626.54)	1		
PU	52345	TOTAL WATER DIVISION OUTREACH & CONSERVATION PROJ	6.0%	(57,452.25)	3		
PU	52361	TOTAL WATER DIVISION SOURCE OF SUPPLY	6.0%	(115,812.70)	5	2	175,246.02
PU	52363	TOTAL WATER DIVISION TRANSMISSION AND DISTRIBUTION	6.0%	(118,968.31)	5	2	145,699.51
PU	52364	TOTAL WATER DIVISION ENGINEERING	6.0%	(67,571.00)	1	1	56,525.00
PU	52452	TOTAL WW TREATMENT	7.0%	(138,340.68)	4	2	179,468.29
PU	52455	TOTAL WW COLLECTIONS	6.0%	(92,525.72)	10	3	238,070.49
PU	52458	TOTAL WW INDUSTRIAL PRETREATMENT	6.0%	(18,620.75)	2	1	76,807.63
PU	52254	TOTAL SOLID WASTE MGMT.	0.0%		2		
PU	52460	TOTAL WASTE WATER MGMT.	0.0%		1	1	61,848.02
PU	7280000	TOTAL BUCKMAN DIVERSION DIRECTIVE	0.0%		4		
PW Total					17	10	\$ 1,001,227.00
PW	12053	TOTAL SIGNAL SHOP	2.0%	(11,669.89)	1		
PW	12034	TOTAL FACILITIES MAINTENANCE	0.0%		1		
PW	12036	TOTAL FACILITIES MAINTENANCE	0.0%		2		
PW	12045	TOTAL ENGINEER PRJ. MGMT.	0.0%		1		
PW	22402	TOTAL Parks & Recreation Department	0.0%		1	1	48,999.40
PW	22813	TOTAL Parks & Recreation Department	0.0%		7		
PW	32108	TOTAL FACILITIES MAINTENANCE	0.0%		1		
PW	32109	TOTAL ENGINEER PRJ. MGMT.	0.0%		1		
PW	32131	TOTAL ENGINEER PRJ. MGMT.	0.0%		1		
PW Total					6	2	\$ 48,999.40
TPD	52800	TOTAL AIRPORT	4.0%	(17,799.27)	2		
TPD	52152	TOTAL PARKING ACCOUNTING	3.0%	(11,466.36)			
TPD	52153	TOTAL PARKING ENFORCEMENT	3.0%	(14,445.43)	1		
TPD	52155	TOTAL OFF STREET PARKING	4.0%	(39,976.48)			
TPD	52156	TOTAL PARKING MAINTENANCE	4.0%	(14,127.75)			
TPD	52402	TOTAL TRANSIT OPERATIONS	8.0%	(272,085.29)	4	1	97,605.04
TPD	52403	TOTAL TRANSIT MAINTENANCE	6.0%	(50,630.85)	1		
TPD	52154	TOTAL PARKING	0.0%		1	1	41,370.59
TPD	52410	TOTAL TRANSIT DIV.	0.0%		1		
TPD	52421	TOTAL SANTA FE RIDE	6.0%	(65,422.19)	3		
TPD Total					16	2	\$ 138,975.63
Grand Total					159	21	\$ 1,549,459.69

Required Reserves

Capital	\$	3,000,000
Debt	\$	14,210,464
Rate Stabilization	\$	2,000,000
Operating	\$	5,965,176
Total	\$	25,175,640

Capital	\$	3,000,000
Debt	\$	14,210,464
Rate Stabilization	\$	2,000,000
Operating	\$	5,965,176
Total	\$	25,175,640

Total	\$	25,175,640
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Total	\$	25,175,640
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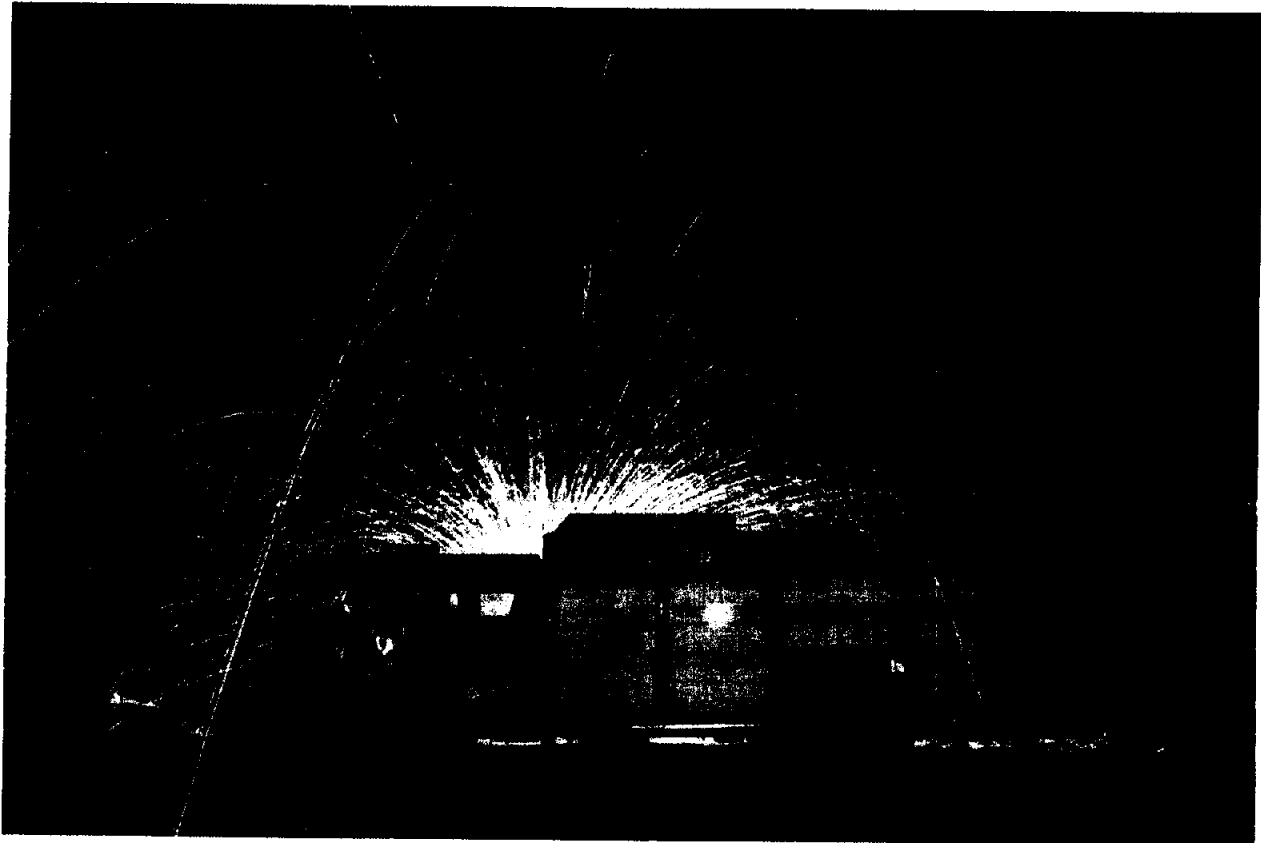
Total	\$	25,175,640
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Total	\$	25,175,640
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* Original, in color, is available in the Clerk's office.

Santa Fe Fire Department

Finance Committee Budget Presentation



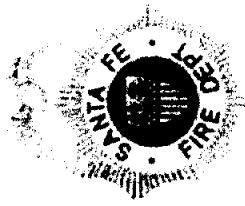
April 28, 2015

Exhibit "8"

Santa Fe Fire Department Personnel

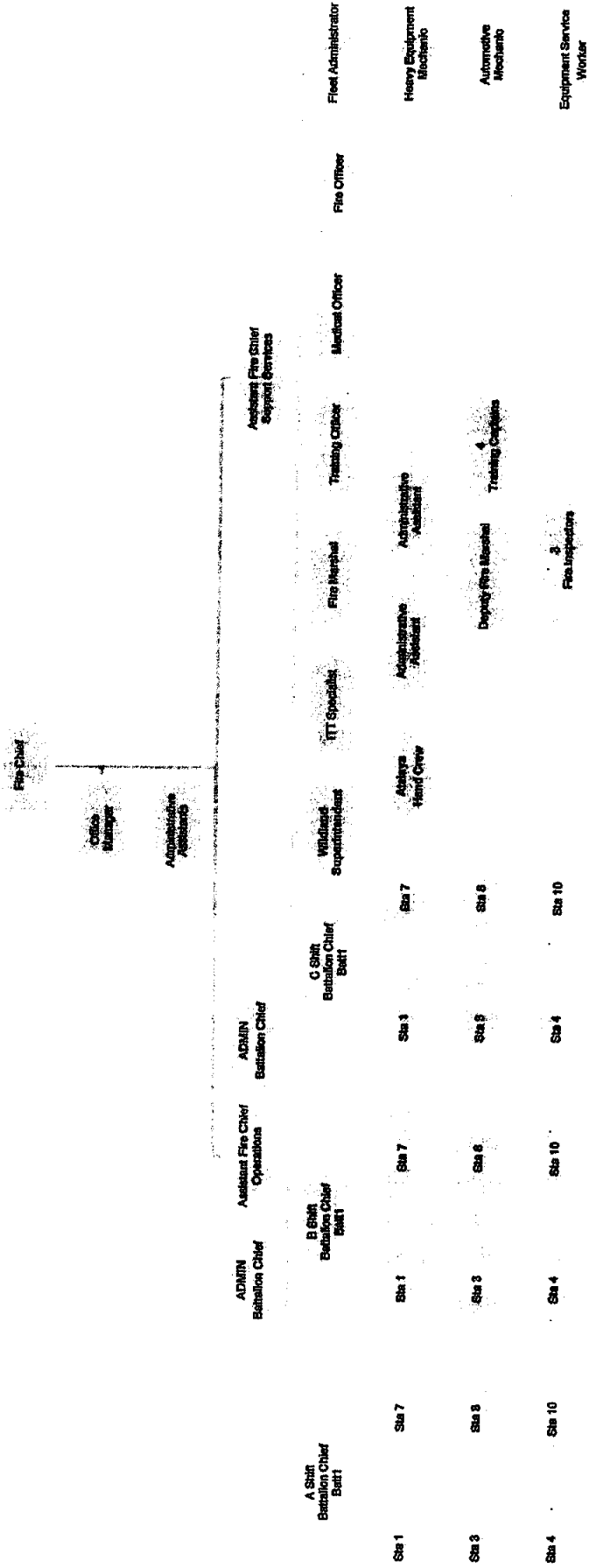
- **183 Positions**
 - **0 Vacancies**
 - **10 Potential retirements by the end of 2016**
 - **20 Seasonal**
 - **2 Positions dedicated to CPI (new for 2015-2016)**





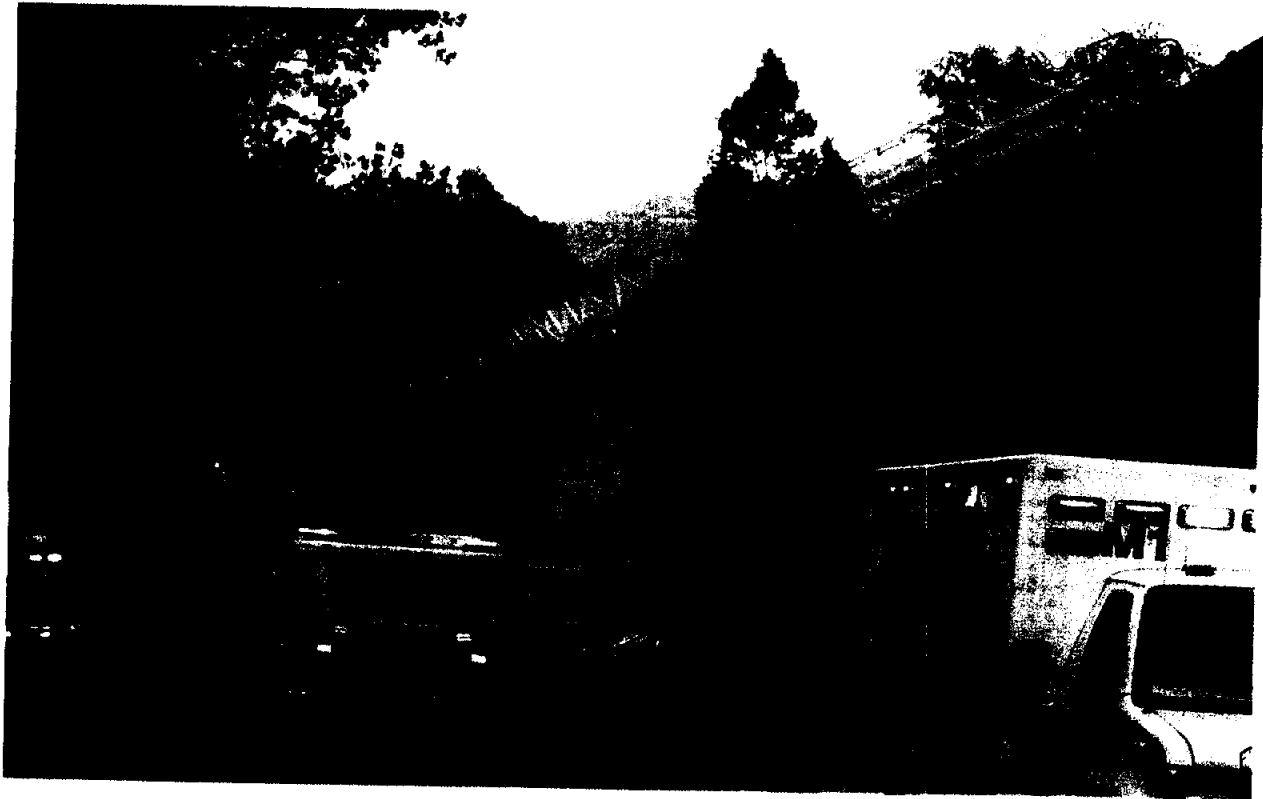
Santa Fe Fire Department

2015/2016



Santa Fe Fire Department Apparatus

Engine, Quint, Med, Rescue, Command, Specialized (Hazmat, Wildland, ARFF)



Santa Fe Fire Department Stations

Operational Stations

Station 1 – Fort Marcy Park

Station 3 – Ashbaugh Park

Station 4 – Arroyo Chamiso Road

Station 7 – GCCC

Station 8 – Southside Library

Station 10 – Santa Fe Airport

Fire Prevention Station 3A – Ashbaugh Park

Training Station 5 – Siler Rd and Agua Fria St

Wildland Urban Interface Station 9 – Airport Rd and Cerrillos Rd

Unmanned Station 6 – Alto Park

Santa Fe Fire Department Response Districts

2014 Fire Incidents Responds

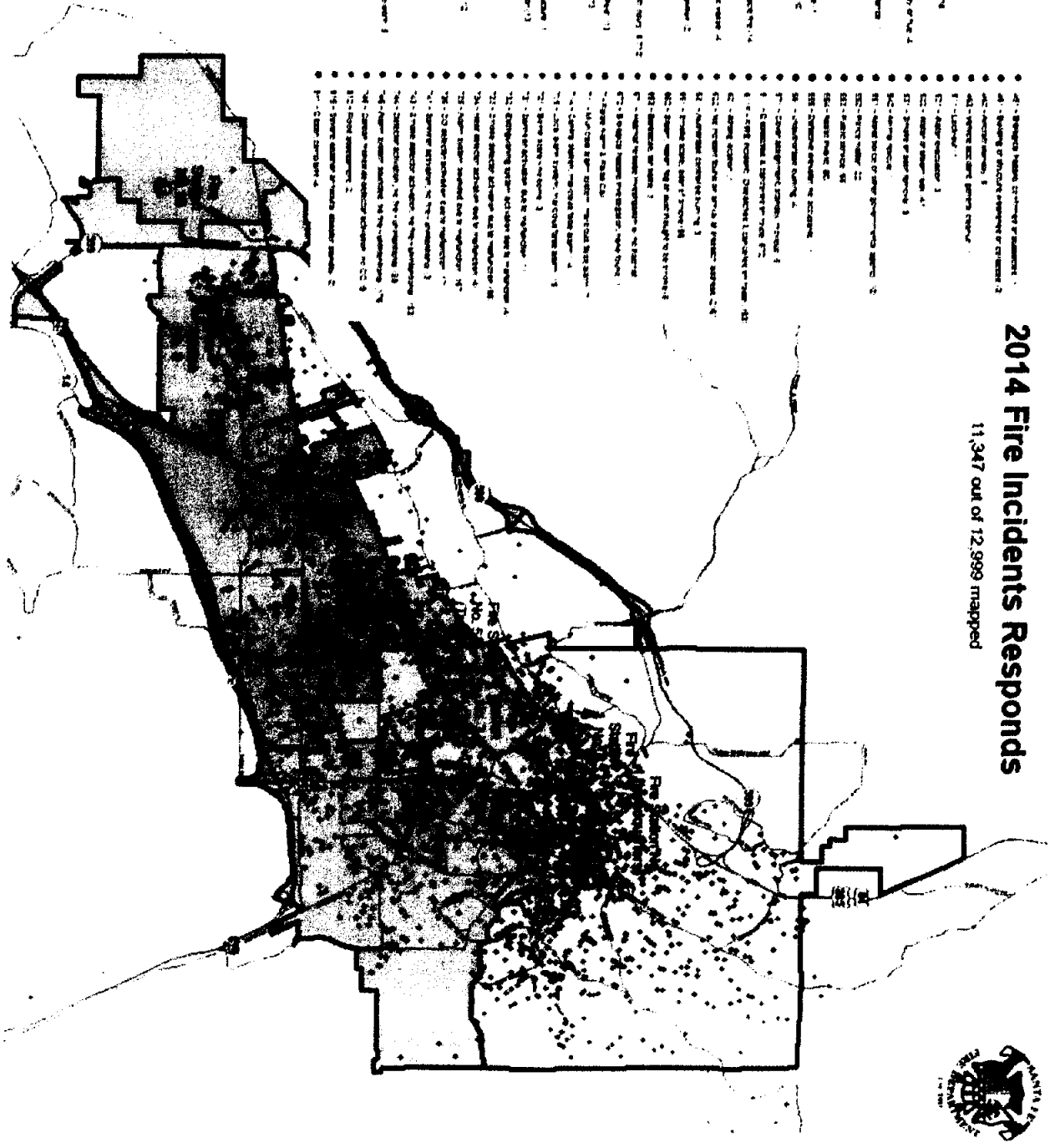
11,347 out of 12,999 mapped



- Incident Type**
- 1 - Fire
 - 2 - Fire
 - 3 - Fire
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 - 8 - Fire
 - 9 - Fire
 - 10 - Fire
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 - 100 - Fire

City Fire Districts

- 1
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- 10



Santa Fe Fire Department Statistics

Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Calls	10320	10641	11618	11633	11710	12327	13591	14128	13802	13516

***The FD call volume has increased by an average of 3.0% per year**

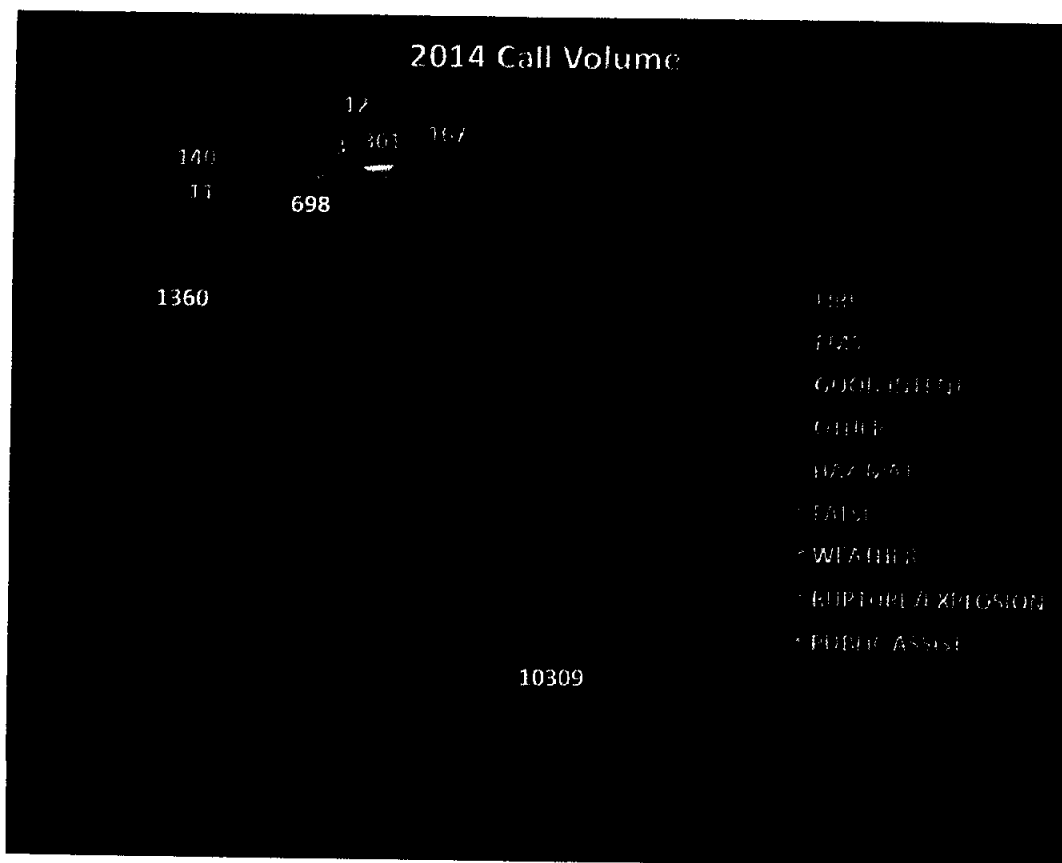
****Starting in 2013 we phased out electronic reporting on the following:**

-4th of July fireworks calls – Approximately 100 per year

-Airport standby – Equivalent of 2200 per year

*****With projected growth and annexation, our call volume will be approximately 17,000 calls by 2018.**

Response Summary 2014



***Approximately 80% of calls are for emergency medical services.**

**** This response breakdown is in-line with state and national standards.**

Santa Fe Fire Department Budget Summaries

Historic

Fiscal Year	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Budget	\$17,069,864.00	\$16,229,671.00	\$16,722,486.00	\$16,935,370.00	\$16,722,652.00	\$16,814,781.00

Revenue

Revenue	2009	2010	2011	2012	2013	2014
Inspections	\$112,528.00	\$131,977.00	\$151,451.00	\$142,566.00	\$122,439.00	\$117,375.00
Med Billing	\$1,695,978.00	\$1,637,182.00	\$1,635,318.00	\$2,158,817.00	\$1,920,454.00	\$1,817,216.00
Fire Billing	\$0.00	\$0.00	\$41,647.00	\$35,584.00	\$34,562.00	\$35,626.00
Wildland	\$42,652.00	\$45,517.00	\$326,841.00	\$236,271.00	\$320,660.00	\$309,725.00
Total	\$1,851,158.00	\$1,814,676.00	\$2,155,257.00	\$2,573,238.00	\$2,398,115.00	\$2,279,942.00

***Personnel expenses represent 88% of the total budget**

****General Fund represents 85% of the total budget, special funds and grants represent 15%**

Annexation

2009 Projection of Needs

- Station 11
- Engine, Med, Tanker
- 28 Positions
- Began plan review (1 Fire Inspector)

Fire Agreement Signed and Approved May 2013

- SFFD assumed areas 5 & 7 (9 positions staff Med 6)
- 5 Year transition for areas 1, 2, & 4
- SFFD takes over July 1st 2018

Still need:

- Station 11 – Estimated \$3.5 million, land
- Equipment and one time expenses - Estimated \$750,000
- 18 More Positions – Estimated \$2 million recurring
 - 3 Captains, 3 Engineers, 12 EMT/P/Firefighters

Review Major Goals for 2014-2015

- **Started a Pilot Community Protection Initiative**
- **Continued with Apprenticeship and increased school mentorships**
- **Wildland Urban Interface Section completed 500 property assessments, 16 projects, 35 acres of fuel reduction and continued watershed fuel treatments in collaboration with USFS**
- **Received grant to purchase new ARFF vehicle at Santa Fe Airport**
- **Initiated Battalion Chief Development Program**
- **Completed transition to single radio communication platform**
- **Continued with fleet replacement schedule and facility improvements**
- **Training Section conducted 2000 in-house training hours & regional and interagency training as well as tested for 30th Recruit Academy**
- **Fire Prevention educated 6000 students, 4500 inspections, 500 reviews**
- **Health and Wellness completed 151 Physicals, 154 VO2 Max tests**
- **Continued to monitor logistical and operational needs for annexation**



Major Goals for 2015-2016

1. Community Involvement and Resiliency

- **Initiate and expand Community Protection Initiative (CPI)**
 - **City covered – Positions (\$301,301)**
 - **In-kind covered – Professional services (\$140,000)**
 - **Closing the operational gap (\$323,290)**
- **Continue to expand mentorship and teaching opportunities**

2. Wildland Urban Interface Program

- **Continue property assessments and watershed treatments**
- **Secure sustainable funding for Atalaya Handcrew**

3. Operations

- **Boost response capabilities at Santa Fe Airport**
- **Continue to expand Battalion Chief Development Program**
- **Initiate Company Officer Development Program**
- **Prepare for changes in staffing for future sustainability**

4. Support Services

- **Continue with fleet replacement schedule and facility improvement**
- **Support regional and interagency training and 30th Recruit Academy**
- **Continue to promote employee wellness – physicals and VO2Max**

5. Annexation

- **Continue to monitor logistical and operational needs**
- **Promote preparation for 2018 fire transition**



Major Expenditures and Future Projects

- **2015-2016**
 - Replace Engine - \$420,000
 - Replace 1 Ambulance - \$110,000
 - Purchase 2 support vehicles - \$50,000
 - Personal protective equipment - \$75,000
 - Improvements to parking lots - \$51,200
 - SCBA Modernization - \$1,000,000
- **2016-2017**
 - Replace CR1 - \$250,000 - \$1,000,000
 - Replace 1 Ambulance - \$130,000
- **2016-2018 – Annexation Preparation, CPI**
 - New Station - \$3,500,000 & land
 - 1 New Fire Engine - \$450,000
 - Replace 1 Ambulance - \$150,000
 - Academy and Equipment - \$200,000
 - 18 more positions for response, consider CPI



Dept	Div.	Fund	Bus.	Unit	Name	POS ID	Comments NEED REVIEW NOT BUDGETED FY 15/16	Reports To	Union Code	Class	Position Title	ACTUAL FY 15-16 HOURLY	BASE FY 15-16 SALARY	Fica Medicare	PERA 5	RHC 4	Health/ Life	DENTAL	WCOMP	TOTAL	
PU	UCS	5205	52203	VARELA, JAMES T		1564	In Accounts Receivable														
PU	UCS	5205	52203	TENNYSON, JOHN M		1570	Fixed Assets														
PU	UCS	5205	52203	ADMINISTRATION - CLSFT																	
FB	ACC	5205	52210	BEAR, CHARLES		60	MOVED POS FROM BU12016														
IT	ITT	5205	52210	VACANT		1790															
IT	ITT	5205	52210	VACANT		1791															
PU	UCS	5205	52210	VACANCY																	
PU	UCS	5205	52210																		
GEN	MGR	5300	52300	CLOKEY, MARIA E		2004	MOVED FROM 12004														
PU	WTR	5300	52316	BRITO, ROBERTS		40	BRITO, ROBERTA														
PU	WTR	5300	52316	MARTINEZ, MARCOS D		1997															
PU	WTR	5300	52316	ROMERO, BERNADETTE		32	split funded with 12005														
PU	WTR	5300	52316	ADMINISTRATION																	
PU	WTR	5300	52316																		
LUD	LUA	5300	52321	ENCINAS, AMANDA J		1786	MOVED FR BU 12169														
LUD	LUA	5300	52321	MONTROYA, EDWARD J		1789															
LUD	LUA	5300	52321	ADMINISTRATION																	
LUD	LUA	5300	52321																		
IT	ITT	5300	52364	BARSAANTI, DAVID		1705	MOVED FR BU 32110														
FB	PUR	5300	52364	VACANT		1706	used in Purchasing														
PU	WTR	5300	52386	SMITH, WILLIAM F		1673															
PU	WTR	5300	52386	ADMINISTRATION-CONF																	
PU	WTR	5300	52386																		
PW	BOND	5300	52345	MCDONALD, MELISSA		751															
PU	SWD	5250	52251	MORTIMER, KATHERINE		515															
PU	WTR	5300	52324	VACANT		1674															
PU	WTR	5300	52324	LENGYEL, MATTHEW W		1683															
PU	WTR	5300	52324	ADMINISTRATION																	
PU	WTR	5300	52324																		
THESE ARE THE CASHIERS LOCATED AT SAN MATEO																					
FB	FM	5205	52206	CROWE, HALONA		1560															
FB	FM	5205	52206	MARTINEZ, FLORAL		1562															
FB	FM	5205	52206	MARTINEZ, DARLENE R		1563															
FB	FM	5205	52206	VACANT		1567															
FB	FM	5205	52206	LUCERO, JOSEPH W		1745															
FB	FM	5205	52206	LOVATO, LORRAINE M		1865															
FB	FM	5205	52206	ADMINISTRATION - CLSFT																	
FB	FM	5205	52206	VACANCY																	
FB	FM	5205	52206																		
Total																					
1,957,352																					