



# Agenda

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**PUBLIC WORKS/CIP & LAND USE  
COMMITTEE MEETING  
COUNCIL CHAMBERS  
MONDAY, APRIL 11, 2016  
5:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM MARCH 28, 2016 PUBLIC WORKS COMMITTEE MEETING

**INFORMATIONAL AGENDA**

6. PRESENTATION FROM THE INTEGRATED PEST MANAGER (**VICTOR LUCERO**)

**CONSENT AGENDA**

7. REQUEST FOR APPROVAL OF NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) AVIATION GRANT AGREEMENT FOR THE SANTA FE MUNICIPAL AIRPORT ANNUAL MAINTENANCE GRANT IN THE AMOUNT OF \$10,000 WITH A CITY REQUIRED MATCH OF \$1,111 FOR A TOTAL GRANT AMOUNT OF \$11,111 (**CAMERON HUMPHRES**)

**Committee Review:**

Finance Committee (Scheduled)

04/18/16

Council (Scheduled)

04/27/16

8. SANDOVAL PARKING STRUCTURE ELEVATOR ELECTRICAL FEEDERS
  - REQUEST FOR APPROVAL OF ELECTRICAL SERVICES SCOPE WITH DON GORMAN ELECTRIC LLC TOGETHER WITH THE ASSOCIATED PROFESSIONAL SERVICES AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR \$23,445.57 INCLUSIVE OF NMGRIT (**DAVID PFEIFER**)

**Committee Review:**

Finance Committee (Scheduled)

04/18/16

Council (Scheduled)

04/27/16

9. REQUEST FOR APPROVAL OF AMENDMENT NO. 7 TO THE CITY OF SANTA FE  
RAILYARD LEASE AND MANAGEMENT AGREEMENT (**ROBERT SIQUEIROS**)

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

04/18/16  
04/27/16

10. TRANSIT FLEET MAINTENANCE

- REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT FOR PRUDENTIAL OVERALL SUPPLY FOR UNIFORM LAUNDERING USING STATE PRICE AGREEMENT #21-805-00-08011 FOR AN ADDITIONAL 3 YEARS AT \$7,500 PER YEAR FOR A TOTAL AMOUNT OF \$22,500 (**ISAAC PINO**)

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

04/18/16  
04/27/16

11. TRANSIT FIXED ROUTE OPERATIONS

- REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT FOR PRUDENTIAL OVERALL SUPPLY FOR UNIFORM LAUNDERING USING STATE PRICE AGREEMENT #21\*805-00-08011 FOR AN ADDITIONAL 3 YEARS AT \$22,000 PER YEAR FOR A TOTAL AMOUNT OF \$66,000 (**ISAAC PINO**)

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

04/18/16  
04/27/16

12. REQUEST FOR APPROVAL OF GRANT APPLICATION, GRANT AGREEMENT AND AWARD OF GRANT 49 U.S.C. §5310 FROM F.T.A. THROUGH NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) MEMORANDUM OF AGREEMENT FOR \$154,267.20 WITH A CITY MATCH OF \$38,566.80 FOR A TOTAL AMOUNT OF \$192,834

- REQUEST FOR APPROVAL OF A BUDGET ADJUSTMENT REQUEST (**ISAAC PINO**)

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

04/18/16  
04/27/16

13. REQUEST FOR APPROVAL OF GRANT APPLICATION, GRANT AGREEMENT AND AWARD OF GRANT 49 U.S.C. §5339 FROM F.T.A. THROUGH NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) MEMORANDUM OF AGREEMENT FOR \$155,667 WITH A CITY MATCH OF \$38,916.75 FOR A TOTAL AMOUNT OF \$194,583.75

- REQUEST FOR APPROVAL OF A BUDGET ADJUSTMENT REQUEST (**ISAAC PINO**)

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

04/18/16  
04/27/16

14. REQUEST FOR APPROVAL OF A RESOLUTION INSTITUTING A CITY-WIDE ALL-ELECTRONIC PAYMENT POLICY FOR EMPLOYEES AND VENDORS TO THE EXTENT PERMITTED BY STATE LAW (**COUNCILORS IVES AND LINDELL**) (**OSCAR RODRIGUEZ/LYNETTE TRUJILLO**)

**Committee Review:**

Finance Committee (Scheduled)

04/18/16

Council (Scheduled)

04/27/16

15. MATTERS FROM STAFF
16. MATTERS FROM THE COMMITTEE
17. MATTERS FROM THE CHAIR
18. NEXT MEETING: **MONDAY, APRIL 25, 2016**
19. ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520  
five (5) working days prior to meeting date

**SUMMARY INDEX FOR  
PUBLIC WORKS/CIP & LAND USE COMMITTEE  
April 11, 2016**

<b>ITEM</b>	<b>ACTION</b>	<b>PAGE</b>
1. Call to Order	Convened at 5:00 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as amended	1
4. Approval of Consent Agenda	Approved as amended	2
5. Approval of Minutes - March 28, 2016	Approved as presented	2
<b>INFORMATIONAL AGENDA</b>		
6. Integrated Pest Management Presentation	Reported	2-3
<b>CONSENT AGENDA LISTING</b>		
	Listed	3-4
<b>CONSENT AGENDA DISCUSSION</b>		
7. Annual Airport Maintenance Grant	Approved	4
8. Sandoval Garage Emergency PSA	Approved	4-5
9. Railyard Lease Amendment #7	Approved	5-6
12. FTA 5310 Grant/DOT MOA	Approved	6
13. FTA 5339 Grant/DOT MOA	Approved	6-7
15. Matters from Staff	None	7
16. Matters from the Committee	None	7
17. Matters from the Chair	Comments	7-8
18. Next Meeting:	April 25, 2016	8
19. Adjournment	Adjourned at 6:00 p.m.	8

**MINUTES OF THE**  
**CITY OF SANTA FÉ**  
**PUBLIC WORKS/CIP & LAND USE COMMITTEE**  
**Monday, April 11, 2016**

**1. CALL TO ORDER**

A regular meeting of the Public Works/CIP & Land Use Committee was called to order on the above date by Chair Peter Ives at approximately 5:00 p.m. in City Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fé, New Mexico.

**2. ROLL CALL**

Roll Call indicated the presence of a quorum as follows:

**MEMBERS PRESENT:**

Councilor Peter N. Ives, Chair  
Councilor Joseph Maestas  
Councilor Christopher Rivera  
Councilor Ronald S. Trujillo  
Councilor Renee Villarreal

**MEMBERS ABSENT:**

**STAFF PRESENT:**

Isaac Pino, Public Works Director  
Bobbi Huseman, Public Works Staff

**OTHERS PRESENT:**

Carl Boaz, Stenographer

**NOTE:** All items in the Committee packet for all agenda items were incorporated herewith by reference. The original Committee packet is on file in the Public Works Department.

**3. APPROVAL OF AGENDA**

Councilor Maestas moved to approve the agenda as presented. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.

#### **4. APPROVAL OF CONSENT AGENDA**

Councilor Maestas requested discussion on items 8 and 12.

Councilor Trujillo requested discussion on items 7, 12 and 13.

Councilor Villarreal requested discussion on item 9.

Councilor Rivera asked to be added as a co-sponsor on 14. Councilor Maestas, Councilor Villarreal and Councilor Trujillo also asked to be listed as co-sponsors.

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

#### **5. APPROVAL OF MINUTES FROM MARCH 28, 2016 PUBLIC WORKS COMMITTEE MEETING**

**Councilor Rivera moved to approve the minutes of March 28, 2016 as presented. Councilor Maestas seconded the motion and it passed by unanimous voice vote.**

#### **INFORMATIONAL AGENDA**

#### **6. PRESENTATION FROM THE INTEGRATED PEST MANAGER (VICTOR LUCERO)**

Mr. Lucero presented a Power Point Presentation specifically on vegetation management with a focus on weeds. He defined them as plants out of place where they are not wanted and which oppose the objective of the land. They compete for water and nutrient resources and can be controlled by prevention or by cultural, mechanical, biological, chemical means. He reviewed the various methods used by the City to control weeds and unwanted trees. He listed the more common weeds and unwanted tree species.

Mr. Lucero explained how densities are measured (by the square yard grids) and mentioned that 4-5 weeds should be the goal but in Santa Fe, the densities are much higher. He pointed out that the ordinance 10-7.3 D 7 allows the use of caution label herbicides and insecticides. He pointed out the differences in cost with citric acids costing \$285/acre and good for 21 days; Semera at \$52/acre, and Civitas at \$120/acre. They treat the stumps of Siberian Elms, Russian Olive, Salt Cedar and Tree of Heaven.

Councilor Trujillo observed that Cerrillos Road had beautiful trees at one time and now it is dominated with just weeds, some of which are 5 to 6' high. He believes in using herbicides directly on the weeds. The City spent \$2.7 million fixing Franklin Miles Park and all the weeds were just cut so this year it will look bad. Weed eaters and mowing don't work.

Mr. Lucero agreed but they need to use pesticides judiciously.

Councilor Trujillo didn't want to see those weeds. He pointed out that Phoenix and Scottsdale use herbicides and manage their weeds very well. He added that he was glad to see the prairie dogs go.

Chairman Ives asked what his annual budget for IPM is.

Mr. Lucero said he did not have a specific budget for IPM. He submits requisitions for products and Mr. Carter approves or denies the requests. He said at Franklin Miles it took our crew three days to mitigate the weeds there. And it would take much less time with the herbicides.

Regarding densities, Mr. Lucero explained that he came last September and took weed counts. He said the densities are alarming that he is seeing now in his first spring with the City.

Chairman Ives asked if he had recommendations.

Mr. Lucero recommended using caution label herbicides this year.

## **CONSENT AGENDA LISTING**

### **10 TRANSIT FLEET MAINTENANCE**

- **REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT FOR PRUDENTIAL OVERALL SUPPLY FOR UNIFORM LAUNDERING USING STATE PRICE AGREEMENT #21-805-00-08011 FOR AN ADDITIONAL 3 YEARS AT \$7,500 PER YEAR FOR A TOTAL AMOUNT OF \$22,500 (ISAAC PINO)**

#### **Committee Review**

Finance Committee (Scheduled)  
Council (Scheduled)

04/18/16  
04/27/16

### **11. TRANSIT FIXED ROUTE OPERATIONS**

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### **14. REQUEST FOR APPROVAL OF A RESOLUTION INSTITUTING A CITY-WIDE ALL-ELECTRONIC PAYMENT POLICY FOR EMPLOYEES AND VENDORS TO THE EXTENT PERMITTED BY STATE LAW (COUNCILORS IVES AND LINDELL) (OSCAR RODRIGUEZ/LYNETTE TRUJILLO)**

**Committee Review**

Finance Committee (Scheduled)

04/18/16

Council (Scheduled)

04/27/16

**CONSENT AGENDA DISCUSSION**

- 7. REQUEST FOR APPROVAL OF NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) AVIATION GRANT AGREEMENT FOR THE SANTA FE MUNICIPAL AIRPORT ANNUAL MAINTENANCE GRANT IN THE AMOUNT OF \$10,000 WITH A CITY REQUIRED MATCH OF \$1,111 FOR A TOTAL GRANT AMOUNT OF \$11,111 (CAMERON HUMPHRES)**

**Committee Review**

Finance Committee (Scheduled)

04/18/16

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Councilor Trujillo disclosed that he works for NMDOT but not in this section so he has no conflict of interest.

Councilor Villarreal asked what annual maintenance includes.

Mr. Humphres said the annual maintenance grant from DOT is offered to every airport in the State and the Santa Fe Airport uses it to replace the cutting blades on the snowplow.

Councilor Trujillo moved to approve the request. Councilor Villarreal seconded the motion and it passed by unanimous voice vote.

- 8. SANDOVAL PARKING STRUCTURE ELEVATOR ELECTRICAL FEEDERS**
- **REQUEST FOR APPROVAL OF ELECTRICAL SERVICES SCOPE WITH DON GORMAN ELECTRIC LLC TOGETHER WITH THE ASSOCIATED PROFESSIONAL SERVICES AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR \$23,4458.57 INCLUSIVE OF NMGRS (DAVID PFEIFER)**

**Committee Review**

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Councilor Maestas asked Mr. Pfeifer to explain the emergency circumstance. He understood it was a malfunction of the garage elevator.

Mr. Pfeifer agreed. The wires melted down and were unable to pull them out of the conduit. So a new conduit had to be installed. It was an emergency to get people to the upper levels.

Councilor Maestas referred to page 2 of the contract and asked why this is terminating in 2020.



Mr. Pfeifer said that is in error. It should be 2017 because the work has a one-year warranty.

Councilor Maestas said procurement policy does allow the City to get work done and then do the contract afterward. He asked how the cost negotiation happens.

Mr. Pfeifer said they get the cost up front and then, if it is reasonable, go through it.

Councilor Maestas asked if they wouldn't negotiate the PSA for post emergency.

Mr. Pfeifer said the award is not set up to do any more work. It is not an on-call contract.

Councilor Maestas asked why they would need a PSA to 2017 then.

Mr. Pfeifer said the PSA is required by procurement policy. This work exceeded \$5,000 which requires a PSA that is done after the fact. Altogether, this pushed the contractor a little over \$50,000, which is why it is at the Public works committee. Otherwise, the City Manager would just sign off on it.

Councilor Maestas thanked him.

**Councilor Maestas moved to approve as amended with 2020 changed to 2017. Councilor Rivera seconded the motion and it passed by unanimous voice vote.**

**9. REQUEST FOR APPROVAL OF AMENDMENT NO. 7 TO THE CITY OF SANTA FE RAILYARD LEASE AND MANAGEMENT AGREEMENT (ROBERT SIQUEIROS)**

**Committee Review**

Finance Committee (Scheduled)

04/18/16

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Councilor Villarreal said she wanted to thank Staff for clarifying her questions. The map was hard to read.

Councilor Villarreal asked Mr. O'Reilly to clarify the impact fee waiver. If the developer doesn't meet the 15% local preference for construction she wanted to know if the waiver option would not come to completion.

Mr. O'Reilly agreed. Ms. Brennan affirmed the wording. This language accomplishes that intent according to Ms. Brennan.

Councilor Villarreal moved to approve the request. Councilor Trujillo seconded the motion.

Chairman Ives asked what was included in the costs for which the 15% applied and whether it included labor as hard costs.

Mr. O'Reilly said it is 15% of labor and materials for construction. Soft costs would be legal fees and financing. So labor and materials and site work constitute hard costs.

Chairman Ives asked if the 15% was set at the time of the Master Plan.

Mr. O'Reilly said they chose a number they thought was something of a stretch for the potential developer on this parcel but achievable and it was just to ensure the developer would push to get to that 15% local for the project. So needs to be at or above 15% to get the waiver. It amounts to about \$750,000 of local contracts. Discussions internally led to that percentage. All the work added together must equal 15% local. The impact fees are paid at the end of the project so we anticipate a reconciliation of all work and how it was awarded. The Railyard Corporation documentation will prove it was met and then City Staff verifies it. They will prove what is local and when the City is satisfied, the impact fee will be waived. The language of the procurement manual will be used to define who qualifies as local preference and work with Mr. Rodarte to ensure they meet the definition.

**The motion passed by unanimous voice vote.**

**12. REQUEST FOR APPROVAL OF GRANT APPLICATION, GRANT AGREEMENT AND AWARD OF GRANT 49 U.S.C. §5310 FROM F.T.A. THROUGH NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) MEMORANDUM OF AGREEMENT FOR \$154,267.20 WITH A CITY MATCH OF \$38,566.80 FOR A TOTAL AMOUNT OF \$192,834**

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Councilor Maestas asked what the money will be used for.

The Staff member said it will be used for purchase of new paratransit vehicles. There are 17 now.

**Councilor Maestas moved to approve the request. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.**

**13. REQUEST FOR APPROVAL OF GRANT APPLICATION, GRANT AGREEMENT AND AWARD OF GRANT 49 U.S.C. §5339 FROM F.T.A. THROUGH NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) MEMORANDUM OF AGREEMENT FOR \$155,667 WITH A CITY MATCH OF \$38,916.75 FOR A TOTAL AMOUNT OF \$194,583.75**

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Councilor Maestas commented that for each of the grants, we need to put down what is used for.

**Councilor Maestas moved to approve the request. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.**

#### **15. MATTERS FROM STAFF**

There were no matters from Staff.

#### **16. MATTERS FROM THE COMMITTEE**

There were no matters from the Committee.

#### **17. MATTERS FROM THE CHAIR**

Chairman Ives spoke with Mr. Pino about what the Public Works longer term goals should be. The first is to gather the multitude of plans being produced that affect the realm of Public Works and all that it covers - CIP for out to five years, prioritize the full breadth of activities and needs rather than one segment at a time and then another segment. It needs to be aggregated for budget and policy decisions. So we will work with Mr. Pino to gather those and integrate them in a sensitive way.

Councilor Maestas added that the Committee should ensure that we follow all the commitments from the 2008 Park Bond Audit and the findings in the 2015 CAFR and verify that. We just need to follow through on all of them. We committed to hire a new analyst and what is being done to track progress of projects. Probably it would not be reported at every meeting but now that we have made the commitments following the audit report that we are sure we are following through with them.

Councilor Rivera said Councilor Rebecca Wurzbarger started the facilities assessment process and then Councilor Trujillo did it. He would like a copy of that electronically.

He also thanked Ms. Huseman for getting the agenda to Councilors in a way that we can highlight things.

Councilor Villarreal thought there is still some tweaking IT needs to do for underlining and highlighting.

Chairman Ives recalled they talked about a state format for tracking projects on a quarterly basis. We will move toward that in a bit more rigorous fashion and maybe even provide training to project managers.

Mr. Pino said Staff is open to that. We do that tracking every month. The one you got from DFA has categories that are not applicable to the City and he will do a presentation soon on how we are doing it. It


includes the GIS map and they will determine pertinent information. He is also tracking the condition of streets.

**18. NEXT MEETING: MONDAY APRIL 25, 2016**

**19. ADJOURNMENT**

The meeting was adjourned at 6:00 p.m.

Approved by:

  
A handwritten signature in black ink, appearing to read 'Peter N. Ives', is written over a horizontal line.

Peter N. Ives, Chair

Submitted by:

  
A handwritten signature in black ink, appearing to read 'Carl G. Boaz', is written over a horizontal line.  
Carl Boaz for Carl G. Boaz, Inc.