



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
OCTOBER 31, 2016 – 5:00 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA

CITY CLERK'S OFFICE

DATE 10/28/16 TIME 11:05a
SERVED BY Yolanda Breen
RECEIVED BY [Signature]

CONSENT AGENDA

5. City of Santa Fe Asset Management Plan. (LeAnn Valdez)
 - Request for Approval of Amendment No. 1 to Agreement in the Amount of \$82,542.94 – Additional Preventative Maintenance and Software Services for City of Santa Fe Cloud and/or Hosting Specific Terms and Conditions for; Ameresco, Inc.
6. Request for Concept Approval of the Sale of a Parcel of Real Estate Containing Approximately 9,964 Square Feet Adjoining the Northerly Boundary of 1583 Pacheco Street by Pacheco Street Limited Company, LLC. (Matthew O'Reilly)
7. Request for Approval of Grant Award and Agreement in the Amount of \$52,150 – City of Santa Fe Emergency Management Director Position; U.S. Department of Homeland Security and Emergency Management. (David Silver)
8. Request for Approval of Professional Services Agreement in the Amount of \$444,960 – City's ERP System Implementation Project Management Services (RFP #17/13/P); Berry Dunn McNeil & Parker, LLC. (Renee Martinez)
9. Request for Approval of Local Government Road Fund Cooperative Agreement in the Amount of \$50,205 – Funding to Aid Construction for Roadway Improvements to La Cieneguita from Camino Carlos Rey to Agua Fria Street; New Mexico Department of Transportation. (David Catanach)
10. Request for Approval of a Resolution in Support of the Guns to Gardens Project Sponsored by New Mexicans to Prevent Gun Violence. (Mayor Gonzales and Councilor Ives)

Committee Review:

City Council (scheduled)

11/09/16

Fiscal Impact – Yes - \$1,500 for police overtime



Agenda

**FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
OCTOBER 31, 2016 – 5:00 P.M.**

11. Request for Approval of a Resolution Authorizing and Supporting the Submittal of the City's Project Application to the Santa Fe Metropolitan Planning Organization for Funding Under the Fiscal Year 2018/2019 NMDOT Administered Funds from the Transportation Alternatives Program. (Councilors Maestas and Ives) (Leroy Pacheco)

Committee Review:

Bicycle and Trails Advisory Committee (approved)	10/19/16
Public Works Committee (approved)	10/24/16
City Council (scheduled)	11/09/16

Fiscal Impact – Expenditures = FY 18/19 - \$500,000 for Professional Services; FY 19/20 - \$1,500,000 for Capital Outlay Revenue = FY 18/19 - \$72,800; FY 19/20 - \$218,400 (City Match 2012-14 GO Bond)

12. Request for Approval of a Resolution Requesting the City Manager to Direct Staff to Determine the Feasibility of an Art Exhibit of a Curated Exhibit of Reproductions of some of the Finest Art of the Museo Del Prado from Madrid. (Mayor Gonzales and Councilor Ives) (Randy Randall)

Committee Review:

Arts Commission (no recommendations)	10/24/16
City Council (scheduled)	11/09/16

Fiscal Impact – No

END OF CONSENT AGENDA

DISCUSSION

13. Update on Attrition and Vacancy Report as of September 30, 2016. (Adam Johnson)
14. Revenue Analysis and Forecast. (Adam Johnson)
15. Request for Approval of City of Santa Fe 2016/2017 Resident Survey. (Adam Johnson)
16. MATTERS FROM STAFF
17. MATTERS FROM THE COMMITTEE
18. ADJOURN

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FINANCE COMMITTEE MEETING
Wednesday, October 31, 2016

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<u>CONSENT CALENDAR DISCUSSION</u>		
CITY OF SANTA FE ASSET MANAGEMENT PLAN REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO AGREEMENT IN THE AMOUNT OF \$82,542.94 – ADDITIONAL PREVENTATIVE MAINTENANCE AND SOFTWARE SERVICES FOR CITY OF SANTA FE CLOUD AND/OR HOSTING SPECIFIC TERMS AND CONDITIONS FOR AMERESCO, INC.	Approved	3-6
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$444,960 – CITY’S ERP SYSTEM IMPLEMENTATION PROJECT MANAGEMENT SERVICES (RFP #17/13/P); BERRY DUNN McNEIL & PARKER, LLC	Approved	6-7
REQUEST FOR APPROVAL OF LOCAL GOVERNMENT ROAD FUND COOPERATIVE AGREEMENT IN THE AMOUNT OF \$50,205 – FUNDING TO AID CONSTRUCTION FOR ROADWAY IMPROVEMENTS TO LA CIENEGUITA FROM CAMINO CARLOS REY TO AGUA FRIA STREET; NEW MEXICO DEPARTMENT OF TRANSPORTATION	Approved	7-8
REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF THE GUNS TO GARDENS PROJECT SPONSORED BY NEW MEXICANS TO PREVENT GUN VIOLENCE	Approved	8-9

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
REQUEST FOR APPROVAL OF A RESOLUTION REQUESTING THE CITY MANAGER TO DIRECT STAFF TO DETERMINE THE FEASIBILITY OF AN ART EXHIBIT OF A CURATED EXHIBIT OF REPRODUCTIONS OF SOME OF THE FINEST ART OF THE MUSEO DEL PRADO FROM MADRID	Approved w/direction to staff	9-14
***** END OF CONSENT CALENDAR DISCUSSION *****		
<u>DISCUSSION AGENDA</u>		
UPDATE ON ATTRITION AND VACANCY REPORT AS OF SEPTEMBER 30, 2016	Information/discussion	14-18
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MATTERS FROM STAFF	None	23
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ADJOURN		23

**MINUTES OF THE
CITY OF SANTA FE
FINANCE COMMITTEE**
Monday, October 31, 2016

1. CALL TO ORDER

A meeting of the City of Santa Fe Finance Committee was called to order by Chair Carmichael A. Dominguez, at approximately 5:00 p.m., on Monday, October 31, 2016, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Carmichael A. Dominguez, Chair
Councilor Mike Harris
Councilor Peter N. Ives
Councilor Signe I. Lindell
Councilor Renee Villarreal

OTHERS ATTENDING:

Adam Johnson, Acting Director, Finance Department
Teresita Garcia, Finance Department
Yolanda Green, Finance Department
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

MOTION: Councilor Harris moved, seconded by Councilor Ives, to approve the agenda, as presented.

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

4. APPROVAL OF CONSENT AGENDA

MOTION: Councilor Ives moved, seconded by Councilor Villarreal, to approve the following Consent Agenda, as amended.

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

CONSENT AGENDA

5. *[Removed for discussion by Councilor Harris]*
6. REQUEST FOR CONCEPT APPROVAL OF THE SALE OF A PARCEL OF REAL ESTATE CONTAINING APPROXIMATELY 9,964 SQUARE FEET ADJOINING THE NORTHERLY BOUNDARY OF 1583 PACHECO STREET BY PACHECO STREET LIMITED COMPANY, LLC. (MATTHEW O'REILLY)
7. REQUEST FOR APPROVAL OF GRANT AWARD AND AGREEMENT IN THE AMOUNT OF \$52,150 – CITY OF SANTA FE EMERGENCY MANAGEMENT DIRECTOR POSITION; U.S. DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT. (DAVID SILVER)
8. *[Removed for discussion by Councilor Harris]*
9. *[Removed for discussion by Councilor Harris]*
10. *[Removed for discussion by Councilor Harris]*
11. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING AND SUPPORTING THE SUBMITTAL OF THE CITY'S PROJECT APPLICATION TO THE SANTA FE METROPOLITAN PLANNING ORGANIZATION FOR FUNDING UNDER THE FISCAL YEAR 2018/2019 NMDOT ADMINISTERED FUNDS FROM THE TRANSPORTATION ALTERNATIVES PROGRAM (COUNCILORS MAESTAS AND IVES). (LEROY PACHECO) Committee Review: Bicycle & Trails Advisory Committee (approved) 10/19/16; Public Works Committee (approved) 10/24/16; and City Council (scheduled) 11/09/16. Fiscal Impact - Yes. Expenditures = FY 18/19 - \$500,000 for Professional Services; FY 19/20 - \$1,500,000 for Capital Outlay Revenue = FY 18/19 - \$72,800; FY 19/20 - \$218,400 (City Match 2012-14 GO Bond)

12. *[Removed for discussion by Councilor Harris]*

END OF CONSENT AGENDA

CONSENT CALENDAR DISCUSSION

5. CITY OF SANTA FE ASSET MANAGEMENT PLAN. (LeANN VALDEZ)
- REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO AGREEMENT IN THE AMOUNT OF \$82,542.94 – ADDITIONAL PREVENTATIVE MAINTENANCE AND SOFTWARE SERVICES FOR CITY OF SANTA FE CLOUD AND/OR HOSTING SPECIFIC TERMS AND CONDITIONS FOR AMERESCO, INC.

The Committee commented and asked questions as follows:

- ◆ Councilor Harris said an information report on the Ameresco contract was scheduled at Public Works, but Mr. Pfeifer wasn't there, so a lot of questions weren't asked. He has the questions he had were carried-over. He found out later that two representatives from Ameresco were in the audience that night and we could have had our questions answered, but didn't know that at the time. He said he will follow up with his questions. He said the original scope is discussed on packet page 46. He said he just spoke with Ms. Valdez asking if the original scope of the contract is complete. He said Ms. Valdez's example for City Hall indicates that all of the facilities have been audited. He asked if an FCI [Facility Condition Index] was done for each facility, noting there is a formula in the packet.

Ms. Valdez said yes.

- ◆ Councilor Harris asked Mr. Pino if the software and support we got from Ameresco was satisfactory.

Mr. Pino said, "Yes. For the record, we would."

- ◆ Councilor Harris asked if the software was relatively easy to manipulate.

Mr. Pino said yes.

- ◆ Councilor Harris said much of the support was over the phone, and asked if that worked out.

Ms. Valdez said, "Yes. They were very responsive when we called them. I would set up Webex training, and all of our maintenance guys were there."

- ◆ Councilor Harris asked if we have done what Ameresco calls an inventory of assets, because we really need that to start using the software.

Ms. Valdez said now that all the audits have been completed, that is done. She said we have a list of all assets per facility. She said the example breaks it down in detail.

- ◆ Councilor Harris said then if he looks for mechanical equipment, he can find what is scheduled, the model and those kinds of things.

Ms. Valdez said yes, noting it shows the year of replacement, the cost. She said once we start doing repairs or maintenance with the new software, that data will change.

- ◆ Councilor Harris said on packet page 12, it says, *"It is expected that the City of Santa Fe will provide the resources required to gather all building equipment inventory and that no historical work order or service request information will be imported into Asset Planner. These services can be provided by Ameresco up request and as part of a separate or amended scope."* He said then Ms. Valdez is saying that in the first go-round, City staff has accomplished this.

Ms. Valdez said yes.

- ◆ Councilor Harris said in the pricing on their scope of work on packet page 14, it notes importing of assets, if available. He asked, regarding importing of PM Task Templates, if that is something staff has developed, commenting these need to be place before we can start implementing this.

Ms. Valdez said the templates for the new software have not been developed. She introduced Mike Boyer, Ameresco, who she said can answer these questions.

Michael Boyer, Ameresco, said if existing templates are in place they will be imported, otherwise they will be created by Ameresco in collaboration with staff.

- ◆ Councilor Harris says on packet page 14, it says, *"Should the need arise, on-site condition assessment services can be priced separately."* He believes that we have that.

Mr. Boyer said they already are done.

- ◆ Councilor Harris said once the system is set up it is designed for all users. He asked how it will work.

Mr. Boyer said different users can use it and different reports can be generated for each user. It can be implemented on web-based, or implemented with a phone or an iPad.

- ◆ Councilor Harris asked the source of funding for this amendment.

Mr. Johnson said the funding is in this year's budget.

- ◆ Chair Dominguez asked Councilor Ives to summarize the discussion at Public Works, if any.
- ◆ Councilor Ives we had the computing side at Public Works and Ms. Martinez said IT had done the review found that there is comparability between this system and the City's enterprise-wide system to be put into place, which is of concern given the cost. Everything seemed to be looked at appropriately, evaluated and acknowledged as ready to move forward, and was approved by Public Works unanimously.
- ◆ Chair Dominguez said the scope is on packet 15. He said there are 3 PM training sessions and 4 SF training sessions, and asked if we are limited to the number of employees able to take those.

Ms. Valdez said she can invite multiple people to the training sessions, it's not just the facility crew.

- ◆ Chair Dominguez said one of the things that happens is we get these pieces of software which can be upgraded, but there always is a cost for upgrades, and you can get a certain kind of functionality for a price. He said, based on what Councilor Ives said, it sounds like all of that was discussed at Public Works, and you feel comfortable with what we're getting and our ability to upgrade in the company's ethics.

Renee Martinez, Director, ITT Department, said the software agreement will provide support as users have issues and need things resolved or questions answered. It also will include the upgrade to the software. Those are paid in advance with the subscription. She said typically the City will schedule the upgrade with the vendor for a mutually convenient time, and any needed training or other things get done. Since the last Finance Committee hearing on this topic, IT was asked to look at this software in more detailed, to identify if this is duplicative of what we will get with the ERP system. She said 80% of the functionality they're purchasing here will be available in the ERP. She said when discussed with David Pfeifer, he felt he has a compelling business case for the next 2 years to get a good return on investment on this piece of software. His decision was he would like to go ahead, purchase this now, use it for 2 years, knowing that once the ERP system is in place, we make the decision as to whether to keep it and interface it to the ERP, or do we want to replace it. She said she consulted with Mr. Pfeifer on the actual agreement so the agreement with Ameresco has all the protections we would like to see.

- ◆ Chair Dominguez said then basically project management and asset manage will dovetail and will be able to talk to each other, and you can pull information from each to complement each other.

Ms. Martinez said that is correct.

- ◆ Councilor Ives said another issue raised at Public Works was the capacity to track fleet maintenance, and "I understand that is part and parcel."

Mr. Pino said Councilor Trujillo brought that up, and we got back to him the next morning to advise him that while Ameresco offers that service, this isn't touching fleet at all at this point. It is something that can be done down the road if we choose to do so. It also can do linear infrastructure – streets, curbs, gutters, pipes, water pipes, sewer pipes and such. The component that would address fleet is not part of this, nor has it ever been discussed as being part of it.

- ◆ Councilor Harris said the scope of services seems to indicate that the main component lifecycle, modeling and capital asset plan has been accomplished. He asked about the operational efficiency review.

Ms. Valdez said, "Yes. Everything has been done."

- ◆ Councilor Harris asked about the two-day workshop, and Ms. Valdez said that has been done.
- ◆ Councilor Harris asked what was identified.

Ms. Valdez said when we did the workshop, we were still in the process of completing all audits, so there was not a final determination at that time.

- ◆ Councilor Harris said at some point it would be good to know that, and to hear what they have to say about that Operational Efficiency Review.

MOTION: Councilor Harris moved, seconded by Councilor Lindell, to approve this request.

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

8. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$444,960 – CITY'S ERP SYSTEM IMPLEMENTATION PROJECT MANAGEMENT SERVICES (RFP #17/13/P); BERRY DUNN McNEIL & PARKER, LLC. (RENEE MARTINEZ)

Councilor Harris said he pulled this to clarify if this amount is for the full 3 years.

Ms. Martinez said yes.

Councilor Harris said this is a pretty straightforward Professional Services Agreement, as opposed to the technology agreement for the data center, and it talks about verification of service. He said when he asked Ms. Martinez about the data center, she said it wouldn't be necessary, but she would anticipate implementing some level of verification of services as a part of this contract.

Ms. Martinez said Councilor Harris was talking about [inaudible] Services, and her response was that for a large project like the ERP, they definitely would like IV&V [Independent Verification and Validation] services in some form, and that is the form they were planning for the ERP – a 3rd party project management company to come in and assist us in managing the project, as well as to have neutral role. She said, related to the data center project, as to whether they would need IV&V, her response was because it is a shorter period for implementation you typically wouldn't bring in an IV&V vendor for that.

Councilor Harris asked Ms. Martinez if she just said that she would anticipate IV&V services under this proposed contract.

Ms. Martinez said yes, that would be part of it.

Councilor Harris so when we have implementations for Kronos and other vendors, this company will provide that level of verification.

Ms. Martinez said, "That's correct. And you see some deliverables in there that are very IV&V like, go live ready in this assessment. So that means you have a list of items that are go/no-items for are you ready for the software, the system, the change, etc. So yes, it is included in this contract."

Councilor Harris said so IV&V is there, it's not additional services at some point, and this amount is for the implementation of the 3 year period, and Ms. Martinez said that is correct.

MOTION: Councilor Harris moved, seconded by Councilor Ives, to approve this request.

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

9. REQUEST FOR APPROVAL OF LOCAL GOVERNMENT ROAD FUND COOPERATIVE AGREEMENT IN THE AMOUNT OF \$50,205 – FUNDING TO AID CONSTRUCTION FOR ROADWAY IMPROVEMENTS TO LA CIENEGUITA FROM CAMINO CARLOS REY TO AGUA FRIA STREET; NEW MEXICO DEPARTMENT OF TRANSPORTATION. (DAVID CATANACH)

Councilor Harris said this is the agreement of the cooperative to agree to the grant, and to come up with \$50,205. The match was \$16,000. He wants to confirm that we really will be doing a project with a value of \$150,000.

Mr. Pino said it is \$153,000.

Councilor Harris said the agreement is our match is \$16,735 for the grant – we are contributing City funds to complete the project that is anticipated.

Mr. Pino said that is correct.

Councilor Harris said he has been using La Cieneguita a lot these days to get to Maclovía during the Cerrillos Road construction. He asked if we are going to do all the streets within the subdivision.

Tony Sanchez, Project Manager, said they will do drainage improvements from Camino Carlos Ray, to the T at the next street, through the elderly community, and the project will stop there – it ends at the T. It is mostly drainage improvement and road improvements.

Councilor Harris said then, if you coming from Cerrillos Road, there are two T's, commenting he goes left at each of the T's.

Mr. Sanchez said that is correct, and the project starts from that T going left, and straight across where the Park is, and through the elderly community, and it ends at the T. It doesn't go all the way to Agua Fria.

Councilor Harris said that makes sense in light of the \$150,000 we have to spend. He said the streets are in bad shape, so he is glad to see we can make some improvements.

MOTION: Councilor Harris moved, seconded by Councilor Villarreal, to approve this request.

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

10. REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF THE GUNS TO GARDENS PROJECT SPONSORED BY NEW MEXICANS TO PREVENT GUN VIOLENCE. (MAYOR GONZALES AND COUNCILOR IVES) Committee Review: City Council (scheduled) 11/09/16. Fiscal Impact - Yes. \$1,500 for police overtime.

Councilor Harris said this is scheduled for November 12, 2016, at the Police Headquarters on Camino Entrada. He asked the reason we need \$1,500 in police overtime.

Nancy Jimenez said 8 individuals are needed to handle the crowd bringing in the guns – being sure the guns are safe and unloaded. She said they 2 individuals for the full 8 hours to run the guns.

Councilor Harris asked when she says "run guns," she means checking serial numbers and such.

Ms. Jimenez said yes to make sure they aren't stolen, even though it is anonymous, or involved a crime, and we can move them into an open case.

Councilor Harris said we recently talked about the \$1.5 million in permit fees, and a certain portion went for Police overtime, and asked Mr. Johnson if we're pretty well covered by this overtime request.

Mr. Johnson said this would be a part of the overtime budget that was approved in the budget hearings, and not in addition to it. He said this is one of the many activities that Ms. Jimenez has to plan for when she develops the overtime budget.

MOTION: Councilor Harris moved, seconded by Councilor Villarreal, to approve this request.

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

12. **REQUEST FOR APPROVAL OF A RESOLUTION REQUESTING THE CITY MANAGER TO DIRECT STAFF TO DETERMINE THE FEASIBILITY OF AN ART EXHIBIT OF A CURATED EXHIBIT OF REPRODUCTIONS OF SOME OF THE FINEST ART OF THE MUSEO DEL PRADO FROM MADRID (MAYOR GONZALES AND COUNCILOR IVES). (RANDY RANDALL)**
Committee Review: Arts Commission (no recommendation) 10/24/16; and City Council (scheduled) 11/09/16. Fiscal Impact - No.

[STAFF NOTE: Mr. Randall's microphone was not turned on throughout the discussion on this item, and he was at times inaudible.]

The Committee commented and asked questions as follows:

- Councilor Harris said he is curious about the reason there was no recommendation from the Arts Commission.

Mr. Randall said the Arts Commission felt it was presented to them as an art exhibit, but it's really an exhibit of reproduced art. He said the Commission took a very pure line on it and felt since it is not original art they did not need to make a decision on it.

- Councilor Harris said this comes from fund 02112.

Mr. Randall said he thinks so, but the actual Resolution is to ask staff to do a study to determine the location of the exhibit, the cost, the funding source, etc. He said a great deal of work has been done already, but not finalized. The result of the Resolution will determine how much funding is needed and the sources of funding. He said the funds were included in the FIR he presented, but the actual number will be determined once the study has been done.

- Councilor Harris said then we don't know the actual number, but you are anticipating as much \$75,000, it is absorbed in the current operating budget, and is a non-recurring expense.

Mr. Randall said that is correct.

- Councilor Harris asked if the Arts Commission said they had a better way to spend the \$75,000.

Mr. Randall said no, because we told them that any expenditure from the Arts Division budget would not effect the current program.

- *[Chair Dominguez's remarks here were inaudible because of noise overlay]*

- Councilor Harris said then it already has been to the Arts Commission and came back with no recommendation, and Mr. Randall said yes.
- Councilor Villarreal said the overall budget for this is \$350,000 to bring these pieces to New Mexico. She asked for a break-down of those costs.

Mr. Randall said the estimated numbers in the current budget are \$57,000 for creation of panels and supports, \$45,000 for concept design, and installation, \$10,000 for installation, \$150,000 for advertising and promotion, \$15,000 collateral, \$10,000 for opening events, \$500 for miscellaneous replacement costs, travel and lodging for Prado staff varies throughout the project, \$17,000 for staff for panel moves, \$2,500 for grass removal in Cathedral Park, \$5,000 in fees to the City for use of the Park, and miscellaneous of \$25,000.

- Councilor Villarreal asked how this works, and who does the reproducing.

Mr. Randall said the art was done decades ago. The City would not be the lead on this. The Colonial Arts Society will be the lead organization, a non-profit. The Prado has digital images of all their art. They have curated a selection of 95-100 of those works of art they feel would be significant to have displayed in Santa Fe, New Mexico.

Mr. Randall continued, saying Jim Long, owner of Heritage Hotels, is a member of the International Board for the Prado. He said they've done this exhibit once or twice before in Latin American Countries. Mr. Long recommended that if it was coming to the United States, he felt it should be coming to Santa Fe with Albuquerque as back up. Mr. Long approached the Mayor to see if there was interest. He said the digital prints are available, but the panels have to be produced locally. He said Mr. Long's organization will be responsible for the development of the *[inaudible]*

- Councilor Villarreal said so we don't know if the panels would be produced here, or if other museums would be involved other than the Colonial Arts Society.

Mr. Randall said other museums will not be involved. He said the Prado exhibit would become part of what the museums and performing arts organizations will be using next year during the celebration of local arts and cultures. He said each museum would participate with a component of that, but the Prado exhibit would not be under the sponsorship of any of these museums.

- Councilor Harris asked if there is a time line on this. His concern is whether the numbers are significant to pull this off. He is concerned that we might find ourselves being asked to come up with more than \$75,000. He asked to what extent does this project have a life of its own. He asked about a timeline of decisions in this international exhibit.

Mr. Randall said Mr. Long's organization has guaranteed the funding for this verbally. He will get a written guarantee as soon as you ask that he get that written guarantee. He said he doesn't believe there will be a problem, commenting Mr. Long has indicated that they already have \$200,000 to \$250,000 worth of commitments. He said Mr. Long and his partners, particularly the

one at the Eldorado Hotel have said they are guaranteed, and if requested, he can get a written guarantee.

- Councilor Harris commented he would prefer to see a written guarantee, so we don't find ourselves boxed-in.
- Councilor Lindell asked what is the total cost of the project.

Mr. Randall said it is \$350,000.

- Councilor Lindell said then we are being asked for \$75,000, in services, fees or monies.

Mr. Randall said that is correct.

- Councilor Lindell said then we have a local group that is willing to raise \$275,000 for this, one way or another.

Mr. Randall said that is correct.

- Councilor Lindell said they must have a lot of belief in it, and she applauds the private folks who will jump in and do that kind of thing. She noted in the packet it said we would have a minimum of 5,000 visitors, which would bring a substantial return to this. She is going to support this, and she very much appreciates when local businesses are willing to come to the table with a sizeable percentage of the monies needed, rather than request funds.
- Councilor Ives said he is aware from attending traveling art exhibits – King Tut as one example – it is unusual for an exhibit of any size to come to a place as relatively small as Santa Fe. He is pleased, because this could help establish that Santa Fe is a sufficient size for these kinds of exhibits. He said the tourist draw can be phenomenal, and this seems reasonably sized to test the capacity. He said if we were dealing with original exhibits, \$75,000 wouldn't be sufficient to cover 1/10 of the insurance involved. He thinks the major museums would have a hard time mounting the necessary capacity and expertise to bring a large traveling show of original works, so this seems a very nice compromise to see what we can do. He thinks the local context is fabulous. This is a great opportunity and if we track visitors and other impacts, it could be an opportunity to look at expanding that kind of program – an opportunity to see some of the master works from the Prado. He thinks it's a great project.
- Chair Dominguez said then \$75,000 is the fiscal impact in 2016/2017, to determine the feasibility.

Mr. Randall said no, the actual feasibility study has no fiscal impact. He said he indicated in the FIR the probable funding of \$75,000, which is what Mr. Long has requested from the City to support the event.

- Chair Dominguez asked Mr. Randall if he said he was approached by Mr. Long or Heritage about this.

Mr. Randall said that is correct.

- Chair Dominguez asked if the City already gives money to the Colonial Arts Society.

Mr. Randall said he believes they have received some funding from the Arts Commission, but it was not for this project.

- Chair Dominguez said he has nothing against the Society, but wonders why the Society and not someone else, and asked if this was Mr. Long's decision.

Mr. Randall said he understands that Mr. Long serves on the Board of the Society as well, and he approached them. The thought being that they needed a non-profit as a fiscal agent for donations made to the event from the private sector. He said, from a City aspect, he thought the project would do a great deal for Tourism. He loves the idea of the public-private partnership as Councilor Lindell mentioned. He said the exhibit will be free to the public, noting he did not want to take on the responsibility of building the exhibits and the whole thing. He said he doesn't have sufficient staff to handle it, so he was very happy they picked the Society as the fiscal agent.

- Chair Dominguez said that is fine, and probably is appropriate. He asked if we have anything from the society in writing that they are willing to do this, noting he has seen nothing from the Society in this regard. He said we will be obligating them to some degree with this Resolution. He is more concerned about the Society than Heritage.

Mr. Randall said we do have written communication between the parties regarding responsibilities, with the Society accepting the responsibilities. They also have written communication from Mr. Long that Mr. Long and his organization will provide all the effort – creation of the panels and such – setting out what Mr. Long will provide. He said Mr. Long has an individual who is assigned to work only on this project only until completed, a former employee of the Disney Corporation who employs Mr. Long. He said, "I have reasonable assurances that there is sufficient capability and capacity within the organization *[inaudible]*"

- Chair Dominguez asked if there any reason we cannot be provided that documentation.

Mr. Randall said he will be glad to provide more back up on this.

- Chair Dominguez said it would make him feel more comfortable to have that in writing.
- Chair Dominguez asked if the requested funds are coming from existing Arts Commission and CDBG budget funds.

Mr. Randall said part of the study will be to see if there are sufficient funds there or the recommendation to Council could be that it comes from fund balances. There are more than adequate funds in the fund balances which are designed for one-time tourist related projects – current year fund balances – 16/17.

- Chair Dominguez asked what happens what if you don't have a fund balance.

Mr. Johnson said the fund of which Mr. Randall speaks, is a fund that captures Lodgers' Tax money that has not been allocated and is sitting in the fund awaiting one time projects.

- Chair Dominguez asked the balance in the fund.

Mr. Randall said there is \$465,000 Lodgers' tax funds to be spent for tourism related projects.

- Chair Dominguez would like those fund balances to be broken down a bit more, just so we know as it goes forward, and Mr. Johnson said that will be done.

- Chair Dominguez said we have agreed in doing this analysis, we would like for staff to look at this, to find out what are the possibilities are to make this free to the public.

Mr. Randall said it is free to the public, and that already has been determined and decided.

- Chair Dominguez said he didn't see that anywhere. He wants that memorialized, commenting the public definitely would appreciate that.

MOTION: Councilor Lindell moved, seconded by Councilor Ives, to approve this request, with the previously discussed direction to staff.

DISCUSSION: Councilor Lindell asked Mr. Randall if he is agreeable to the direction to staff.

Mr. Randall said then that would be providing the written plans, as well as a written guarantee from the Society, Heritage and the fund balance detail.

Chair Dominguez said yes, as well as to amend the Resolution to provide that the event is free to the public.

Councilor Villarreal asked if this item was heard as a discussion item at the Arts Commission, or was the Commission supposed to vote on it.

Mr. Randall said it was a discussion item, and there was a motion to move forward without recommendation, but that died for lack of a second.

Councilor Villarreal asked if there was discussion about the reason there was no recommendation.

Mr. Randall said yes, it was due to the fact that they did not perceive it as original art and felt that was not in their purview.

Councilor Villarreal asked if that was the only reason.

Mr. Randall said one member, who also serves on the Board of the Spanish Colonial Society, felt she had not been informed enough by the Society, and recused herself.

Councilor Villarreal said then the Governing Body will hear this, and asked if we will have the minutes from the Arts Commission meeting by then.

[Mr. Randall's response was inaudible]

Councilor Villarreal said she would like the minutes from the last Arts Commission to be included in the Governing Body packet, as well as the other information that was requested.

Chair Dominguez said we only need that portion of the Arts Commission meeting pertaining to this item.

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

END OF CONSENT CALENDAR DISCUSSION

DISCUSSION AGENDA

13. UPDATE ON ATTRITION AND VACANCY REPORT AS OF SEPTEMBER 30, 2016. (ADAM JOHNSON)

A table of savings through attrition and vacancy is incorporated herewith to these minutes as Exhibit "1."

A copy of page 8 of the *FY 2016-17 General Fund Expenditures, Budget-in-Brief*, Fiscal Year ending 2017, is incorporated herewith to these minutes as Exhibit "2."

Chair Dominguez said Items #13, #14 and #15 should in some ways be heard together, since they are all kind of the same.

Mr. Johnson reviewed the information from his Memorandum, with attachments, dated September 30, 2016, which is in the Committee Packet. Please see this Memorandum for specifics of this presentation. He noted the handouts are provided per the request of Councilor Lindell to show the savings achieved to date.

Mr. Johnson said the internal management of the attrition rate is as follows: the City Manager takes all requests to advertise positions on a case-by-case basis. It is examined internally financially by looking at the roster of total vacancies to be sure we are within our range to manage the project. H.R. is tasked with make sure the roster is updated regularly.

Councilor Lindell thanked Mr. Johnson for this information. She said this shed light on where we really are. She said her great concern is that we have picked all the low hanging fruit. She thinks in the next quarters it would seem to her that it would be much harder to reach the goals that are in front of us. She asked Mr. Johnson if he would agree with that.

Mr. Johnson said that is an interesting observation, and we're going to have to watch to see how we experience that. He said we only officially achieved the \$774,000, because those actually were eliminated. However, given the tendency of having the slack in the system, he recently ran a report and found \$5 million worth of vacancies in the General Fund, as of about two weeks ago. He said he still thinks we won't have problems, given the very critical eye on what positions are being advertised to achieve our \$4.9 million savings. The challenge still remains in what achieves the \$4.9 million over the long term, or officially.

Councilor Lindell said she understands, and this is good and helpful information to have. She said the low hanging fruit to which she referred are things that are obvious and things that perhaps didn't affect people in terms of feeling a pinch on services from the City. She said in terms of trimming \$4.9 million, staff has done a terrific job in the first quarter. She doesn't think people have felt that critically. However, during the next 3 quarters, the public should be prepared, as we trim more and more, to have an impact, because you don't take almost \$5 million from the budget and not feel it. We have made a commitment to do that, and we should be prepared for what that really does mean. She said she is glad we are on track, moving forward and meeting our commitments, reiterating we need to make clear that the further we go into the year, the more effect we may feel from those commitments.

Councilor Harris thanked Mr. Johnson for the information. Referring to Exhibit "1," he said the first column is by department to date to get to the 1.8%, and the second column is the department budget for this year.

Mr. Johnson said that is correct.

Councilor Harris said the percent of budget is the first column divided by the second column.

Mr. Johnson said that is correct.

Councilor Harris said he thought what he had requested this morning was the goal by department for the whole year.

Mr. Johnson said the number is 7.8% of their budget that balances. However, this also involves the other discussion about strategic planning, and ultimately the direction received by the City Manager from the Governing Body to take action to eliminate positions. He said there is not a specific number for any one of the departments to target. It is only the total.

Councilor Harris said he thought we had a certain target number in the budget hearings that related to each of the departments.

Mr. Johnson said those were conversations where we were starting to lose sight of how to apply the attrition credit across the General Fund. The point was not to just cut, but to represent the slack in the whole system and then go through a process this year, and ultimately throughout the next year, which will right-size the budget to the available revenues, aligned with the priorities set by the Governing Body.

Councilor Harris said then it is the aggregate number, and it is that aggregate percentage that is applied/monitored/managed during the process between Mr. Johnson, the City Manager and Ms. Trujillo, and Mr. Johnson said yes. Councilor Harris continued, "So, managing that, but being informed over time by the strategic planning and the priorities that come out of that."

Mr. Johnson said yes, that is the goal.

Councilor Ives said in just looking at this, he realized he didn't understand what he thought we did in the budget process. He said we talked about attrition and savings, and talked about the Library. He assumed, as part of the budget process, we had eliminated those positions, and the organization chart we adopted was what we could fund and fill. However, we now are back to looking at vacancy savings and ways of meeting the various goals throughout the departments. He said then it sounds as if we go through the process of looking for another \$4.9 million in the next budget. He said he has a disconnect between what he thought we had accomplished in correcting our budget, versus how we are going about this now. He said he wants to get to the point when the Governing Body says these are the positions we're funding this year and these are the positions we need to operate the City, and for which we have funding, therefore H.R. should get the hiring done, so we're not playing "gamesmanship" when we fill something or not. He asked where his thoughts have gone wrong.

Mr. Johnson said that is an excellent description, with regard to the Libraries, of what still needs to take place across the rest of the departments. The libraries came forth with a plan, but it wasn't adopted during the budget plan which was executed, and how they officially have achieved their attrition credit. He said that exercise needs to continue to take place across all the departments in the General Fund. He said Councilor Ives is correct, when the budget process finished, we would like to have only positions that have been decided to be funded City-wide. However, we weren't at a point during the budget hearings to do that without doing it as just cutting off the slack in the system without a broader conversation.

Mr. Johnson continued, saying going back, now the application is to continue to monitor this and to look at how the strategic planning begins to feed into this process as that information becomes available. And then for you to have the opportunity to decide it's time to take these positions out, whatever they may be, or it's time to fund these positions. This is the conversation we haven't had the opportunity to

undertake. He said there isn't necessarily gamesmanship going on in deciding what gets filled. He talked about the vacancies in Fleet in Finance, noting they have requested to fill those vacancies. He said the exercise taking place is if they have taken an in-depth look at the future of Fleet, opportunities to outsource, or the opportunities for Fleet at Fire, Environmental Services and what is the broader thing happening. He said the current Fleet Manager can retire in a year. He said they want to ask all of those questions, rather than just fill the vacancies because they are there. Mr. Snyder goes through that kind of process, and then gets back to the department directors to work with staff to develop a better business plan to make a case as to why we should do this the way it has always been done, and we shouldn't be looking to do it differently.

Councilor Ives said he thought we were much further down that road than it appears we are. He said in terms of budget discussions, he struggled with the one opportunity we have at the day to day operations level which is in the budgetary process. So we were charged with passing a budget. He said, presumably, when we approved the organizational chart, it is on the basis that we need these positions to do the work of the City, based on the budget brought forward. He said he would love to get to the point where we approve a budget that presumably funds various positions to do the business of the City so we can assess whether we are succeeding or failing in our budgetary process. This is where he wants to go. And if this simply is not how it is done, he wants to know that before we get into the next budgetary round.

Chair Dominguez said this is a discussion we've been having for quite some time and trying to get a handle on the number of positions, what we are funding, what is in the organizational chart. He asked, "Why do we even approve an Organizational Chart, if it's not accurate." He said there is some struggle to keep up with that. However things happen. He agrees that when we are given an Organizational Chart with these positions, whether filled or vacant, it should reflect the needs decided by the Governing Body through its constituency to run the City of Santa Fe.

Chair Dominguez continued, saying there are internal and external things that happen that we don't know about, such as raises. We have to deal with the City Manager to come up with policy so we are informed and the fiscal impact of that, as well as the impact might be to the organizational chart. He said there are lots of moving pieces to that, and this is the first step in understanding that we have this attrition rate. He said some departments have a position and want to get it filled, and they take it to the appropriate person, and it is held back by the administration for whatever reason. So it looks like that position has been vacant for all this time, when mid-level management has been trying to fill it. He said another scenario where staff says they need 100 positions to take care of business, but have been operating with 90 positions for the last years. He said they like to keep a cushion of the other 10 positions for raises or whatever might come up. He said some of this goes on as well.

Councilor Dominguez continued, saying from a policy perspective, we should have the ability to set some broad parameters in place, as long as there is an understanding that there is some flexibility within those parameters, but that we are kept to date and have the latest information possible. He thinks we have been lacking that information in the past – the correct, most accurate information in a clear manner. He said it is important and staff needs to recognize that.

Councilor Ives said the issue of flexibility is something that could be as simple as saying, we realized we need a new position and we want to bring it into the organization chart, and bring that back as a budget adjustment. He said we need to figure out how we deal with the change much better and with much less strife, and own our budget in the sense that we are approving the positions we think we need to run this city, so people have confidence that we know what we are doing and that we are taking care of City funding. It means less flexibility once a budget is put in place, and hopefully more robust budget conversations and a greater involvement by the departments. He said it would eliminate the practice of not filling positions. He said it seems to weaken the impact of the budgetary process by Council, in favor of us passing something, and then people saying, "Yes, but I'm going to do this." He is trying to avoid those battles and be able to deal with those issues up-front in ways that gets a budget and positions approved. And if we need to change it, let's figure out a simple and easy way to deal with the change, but actually approve something that is solid and informed.

Mr. Johnson said he characterizes this year as an off year. He said doing this is a major undertaking on so many different fronts – strategic planning, managing the attrition credit, even using the concept to balance the budget. He said we want to have accurate organizational charts that reflect the work plan that is presented to this body during budget hearings, which ultimately is approved. He said, "In a short statement, I would like to say, plan your work and work your plan. And that plan should be approved by this body and that's what we should go forth with. We have a lot of discipline and a lot of changes to make, and learning to do, and getting to the point where the organizational chart reflects the priorities set, and we're going forth in carrying them out." He said we are headed in that direction and he would like to be there for next years budget, or at least in a much better place than this one is, if not all the way there.

Chair Dominguez said part of the goal was to find an incentive to make sure the positions were filled. He said we can no longer allow them to fund positions, not fill them, and use them for overtime or whatever the case is. He said part of it is to come up with incentives. He said the attrition rate concept was complicated in the beginning, but thinks we had an appropriate discussion because so much of our budget is on personnel. He believes this is a step in the right direction. He said Councilor Lindell is correct that it is a message to staff from the beginning and he hopes staff understands that there is going to be a shift in how we do business in the City of Santa Fe. The public needs to understand that as well. He hopes as we continue to move forward, as part of Item #15, that we keep the public informed as much as possible. We need to do the strategic planning because that is where we start to shape the priorities of the community and where we will spend the money. The first step is the resident survey. He said, "I can't emphasize how important the strategic planning is. I think we've all said we want to do it. And let's be bold and let's go forward with it."

Chair Dominguez asked, "Are we okay with the way it's being reported, other than the graphics."

Councilor Harris said he is okay with it, but it is an ongoing discussion. He said he learns a little bit more, and understands a little more, every time we have a discussion. He likes having the clarity of having the numbers before us.

14. REVENUE ANALYSIS AND FORECAST. (ADAM JOHNSON)

Mr. Johnson said the financial policies that were adopted before he joined the organization require that a forecast of revenues and expenditures be done annually at the end of October. He said this is the first step toward some forecasting in the packet, but he isn't representing it is a forecast of all revenues and expenditures. He would entertain alteration of that statement in the policy, because it is a bit strong, and may lead to exercises that use a lot of energies, noting forecasting is as much an art as much as a science. He said the Federal Reserve, stacked to the brim with the smartest minds in the world, often misses its forecasts. He wants to proceed with caution with that term. He said he tried to provide good information on the history of GRTs, and give a lot of information about where we are, have been, and where we might go.

Mr. Johnson reviewed the information in his Memorandum of October 31, 2016, with attachments, to the Finance Committee and City Council, regarding this item, which is in the Committee packet. Please see this Memorandum for specifics of this presentation.

Councilor Harris said it is very prudent on your part to acknowledge the good things. However, he tempers it with something with which he wasn't aware which are the intergovernmental grants which are significantly decreased from years past. He said this is your job – to remind us what we're looking at and he appreciates that. He asked, regarding the approximately \$4 million we realized from the past year going to CIP projects, if those funds been allocated.

Mr. Johnson said the majority of it has not been allocated. He said we were expecting at that time, to be above and beyond in the General Fund, we had proposed as funding sources. Once the year closed, we had received more and saved significantly more, based on the "pumping on the brakes" that had occurred, and funded those projects. We also just moved the \$3.7 or \$3.8 million into a capital fund awaiting allocation. It has no claims on it, it's just awaiting use.

Councilor Ives said he has been talking with Ike Pino about trying to bring forth a plan for that funding, based on needs across the City. He is unsure when, but hopefully before long, we will be bringing initial thoughts forward, based on the knowledge in Public Works on the various projects. He said \$3.7 million certainly doesn't exceed our needs, so we still will be making tough decisions.

15. REQUEST FOR APPROVAL OF CITY OF SANTA FE 2016/2017 RESIDENT SURVEY. (ADAM JOHNSON)

Mr. Johnson reviewed his Memorandum of October 31, 2016, to the Finance Committee and City Council, with attachments, including a copy of the proposed survey which is in the Committee packet. Please see this document for specifics of this presentation.

The Committee members commented and asked questions as follows:

- ★ Councilor Villarreal said she went through the survey in detail, and asked Mr. Johnson if he is open to changes, not necessarily tonight, and not major changes – just clarification on some order of questions.
- ★ Chair Dominguez asked for an example.
- ★ Councilor Villarreal said, “Like number 4, about how safe you feel. There are only 2 questions. I don't think it should be at the top. That maybe these quality of life questions are more important, and that one seems kind of random. I don't know if could be folded in somewhere. And then, 13 is a repetitive question. It asks similar questions up above in other questions. And then just like 14, I'm just curious how they picked quality of life, I mean it picks some specific things, but it doesn't ask about.... I think there could be other pieces to 14. It says, '*Economic Development*.' Are they trying to keep them more general. Healthy Community. What does that mean. Community and Social Support. What does that mean.”

Mr. Johnson said, “This survey is the survey that they use nationwide. And because of that, the power of it is that they get to compare it against what will be determined as comparable communities. And so if we deviate greatly from it, we may lose some of that comparability. Generally speaking, staff sees these types of quality of life questions often throughout other documents that reference moving from the way that we budgeted in the past to a priority outcome based budget, where you are looking for broad quality of life areas. And then from there, you would focus them further. So, a Healthy Community, eventually you would be, not in this process but in another process, probably asking questions about the Diabetes rate, potentially the rate of alcohol use, those types of things.”

- ★ Councilor Villarreal said, “I see you are talking about trying to make it consistent so that the questions are comparable with other cities. It's just that if we're trying to figure out how we want to do strategic planning, based on these, I don't know if we'll get to that, I guess is what I'm worried about. There is not even a questions about if we were to say, increase not just property tax, we had considered the gasoline tax before. It's not in here. And one of the areas that would actually be improved are roads and infrastructure, and that's not in here. And I actually think a lot of people would want that, but it's not even an option as to what they would like to collect.”
- ★ Councilor Villarreal continued, “So, I mean, I'm just jumping around, but I could tell you specifics. I don't know it helps to sit down with you. I don't know. You could tell me what, maybe some of the things can be flexible. Because if I look at this, I think now that it's shorter it's better, but some questions are kind of random like d(1), we ask about how often you do the following things. It talks about recycling, purchasing goods, do you eat at least 5 portions of fruits and vegetables a day. I don't know.”

Mr. Johnson said, "Those are important questions. Those are the kinds of questions that begin to tell a story about the composition. These folks have done this with the ICMA for many, many years. And perhaps I'm not relaying the expertise they have and put into these questions. Now, that said, I thought there were adequate questions with regard to infrastructure. I can certainly look for an opportunity to put one in there about our transportation system."

- ★ Councilor Villarreal said, "I was talking more about roads, improvements and sidewalks. I don't think we really have that as an option. And I think people would actually vote high on that one."

Mr. Johnson said, "Maybe overly high. The opportunity to ask questions about supporting taxes was part of my initiation to ask for feedback and I didn't receive any feedback. On doing that, I specifically said that, as an example, and just decided that, and again, this is not a one-time process. This process should be continually undertaken. But there is an opportunity to ask those questions if you would like them to be put into this survey, they could be put into this survey. Property tax to support safety, gasoline tax to support further road improvements."

- ★ Councilor Villarreal said, "Well, whatever the parameters are for those particular tax increases, because I know there are restrictions that we have, so we couldn't add it to that question, because there are some things we couldn't use the gasoline tax for that are listed on that. So that's what I was trying to figure out. Does it mean another question. I don't know. So I don't know if it would help to talk with you about this separately, instead of going through this."

Mr. Johnson said, "Certainly. If you would like to meet off-line and help work through some changes and then that would be the version. I will say that we do need to take this to the full Council. And so if it is moved forward without a recommendation, that's fine. But our window is tight. It is intended to go to the full Council at the next meeting, so the next day, we can continue on the process of getting the mailers out."

- ★ Councilor Villarreal said, "I wouldn't want to hold it up. I'm just trying to think of ways to provide some minor changes, like what is your sex, female or male. I don't know if that's really relevant these days. I think we should add another category. You may think differently, but I just think we need options, not just to make it very mainstream. But I think I'd just rather talk to you about it, and the minor changes we can add. And then the other suggestion I would have for the letter. You said it is a citizen survey, I would just change it to resident survey."
- ★ Councilor Ives likes that we are using a well known, nationally based organization that has been down this pathway many times before. He hasn't looked at its full panoply of questions, so he doesn't know the selection process. He is not so much critically interested in what is here as opposed to the analysis done on the back end. He said we know from experience, when we have public hearings, there usually is a fairly constant group that is in attendance and providing comment.

- ★ Councilor Ives continued, saying once we get the results from the survey and really understand how the analysis is done, he will be interested in what our statistical confidence levels are, as well as some of the attributes of the population responding, in terms of income, where they live, education, etc., to really get a sense that we're dealing with Santa Fe across its broad spectrum. As opposed to simply hearing the voices of the few loud ones.
- ★ Councilor Ives continued, saying he is very interested in the analysis, and in these types of evaluations, the interviews, one of 3 means of gathering information for studies. The second being observation and then finally documents. He will be interested in whatever results are generated being evaluated in the context of other information the City has, whatever is out there, but some meaningful assessment of what is produced based on the other information we have available, and in significant measure already in some capacity. Or at least have a capacity to bring into the discussion. He is highly in favor of moving this forward, reiterating he is more interested in how we do the analysis, commenting Santa Fe is a hard place to compare with many other places.

Mr. Johnson there will be a representative from the NCR on hand at Council to do a presentation of the results – to talk about the methodology as well as the results of the comparison across the demographics, which is the reason for the demographic questions. He said, "Fortunately, that individual actually also lives here in Santa Fe. So it's kind of serendipitous."

- ★ Councilor Ives said he hopes we get the results well ahead of time, and that the methodological premise assumptions and processes are fairly thoroughly stated.

Mr. Johnson said that most certainly will be done.

- ★ Chair Dominguez said this is the first time that the City of Santa Fe has done this as a method to start establishing our priorities, or as a tool available to us, to start establishing our priorities so we can use it for our budgeting purposes, so that is part of the intent. It also is intended to provide us with a snapshot. He completely agrees with some of the comments, but we have to be very careful about these questions. He will be interested to see the feedback from the public, asking us, "Why are you asking that question." He said it is intended to be somewhat of a snapshot. He spoke with Mr. Johnson some time ago, and he understood there will be other opportunities for us to zero in on specific topics or specific questions, that aren't so broad and general. In many ways, this is intended to kick start something to take advantage of whatever momentum we have on strategic planning and performance based budgeting. He asked if he is correct.

Mr. Johnson said, "Yes. Once the feedback begins then there is a real opportunity to customize from there as to what you get, and where you would like to see further information bubble up to the surface. Going further, I think we then could work more closely with the Center to cater sections of the questionnaire to get certain information to tease-out other information. But to your point, we need the starting point. We need not only to get into the minutiae, but we need the community to recognize that we even do this, so it builds on itself that it is a regular process that happens in this community. And as it continues to happen, the better the results will be."

- ★ Chair Dominguez said, "And I think that, and I'm going to have to get with staff before this gets to Council, because we are going to have to make sure that we encourage our networks to participate and fill these out. And, to for them to encourage their networks to do the same. Because the better the sample, the better it will be for us in the long-run, or maybe the short term, actually. But the way we message this to the public is going to be very critical. They need to understand that it's not just a willy-nilly survey, or something that we're doing because we don't have something better to do. It's really tied to our strategic planning, our multi-year budgeting, and the budget challenges we have not in establishing priorities. So just keep that in mind as we move this forward."

MOTION: Councilor Lindell moved, seconded by Councilor Harris, to approve this request.

VOTE: The motion was approved unanimously on a voice vote

16. MATTERS FROM STAFF:

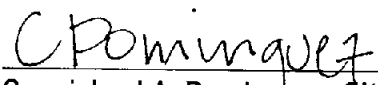
There were no matters from staff.

17. MATTERS FROM THE COMMITTEE

There were no matters from the Committee.

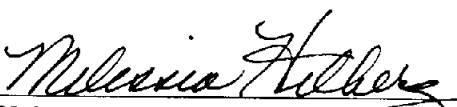
18. ADJOURN

There was no further business to come before the Committee, and the meeting was adjourned at approximately 7:00 p.m.


Carmichael A. Dominguez, Chair

Reviewed by:

 11-28-16
Adam Johnson, Acting Finance Director
Department of Finance

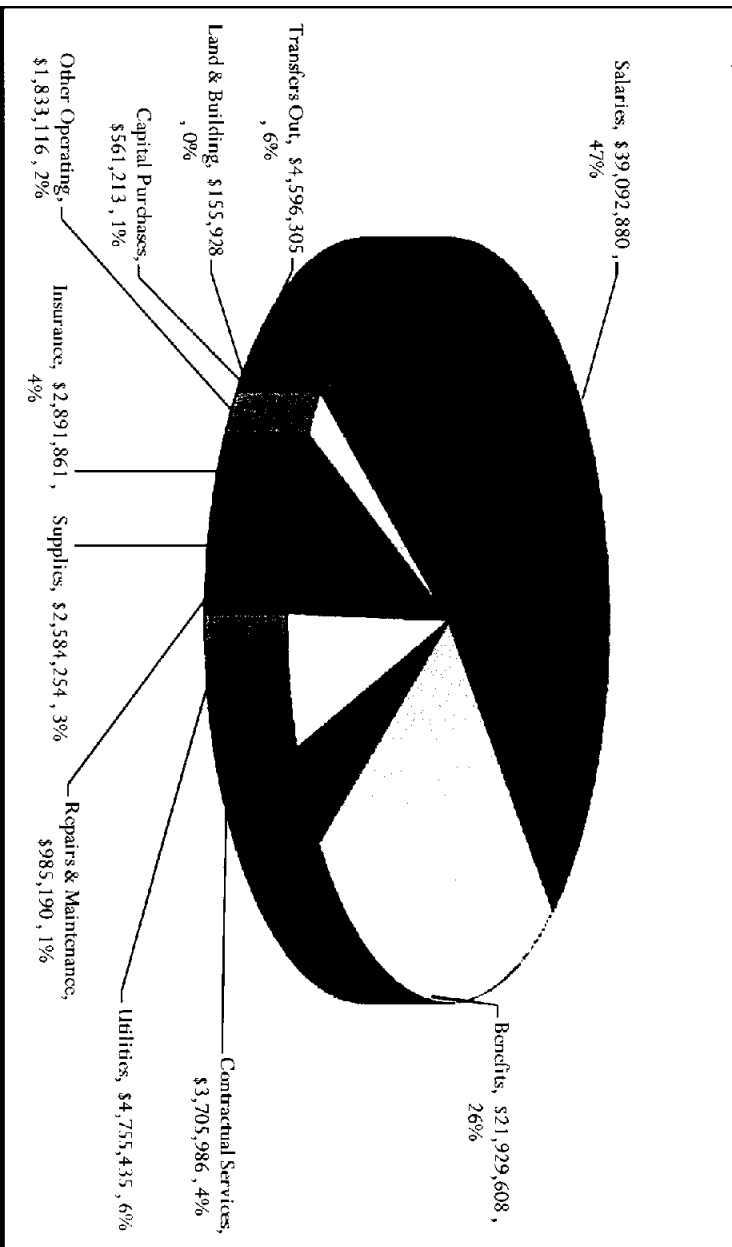

Melessia Helberg, Stenographer

		GF PS Bud	% PS Bud
Community Services	\$	115,645	\$ 2,946,942 3.92%
Finance	\$	162,639	\$ 3,144,481 5.17%
Fire	\$	215,586	\$ 15,106,298 1.43%
General Government	\$	197,894	\$ 5,122,192 3.86%
Community Development	\$	55,756	\$ 582,013 9.58%
Human Resources	\$	-	\$ 833,465 0.00%
ITT	\$	22,158	\$ 2,608,196 0.85%
Planning & Land Use	\$	257,530	\$ 3,914,910 6.58%
Police	\$	256,250	\$ 17,662,378 1.45%
Parks & Recreation	\$	327,074	\$ 4,833,429 6.77%
Public Utilities	\$	-	\$ 229,324 0.00%
Public Works	\$	198,078	\$ 4,038,860 4.90%
TOTAL	\$	1,808,610	\$ 61,022,488 2.96%

Exhibit 11



FY 2016/17 GENERAL FUND EXPENDITURES \$83,091,776



As is the case with overall City expenditures (see page 6), employee salaries [47%] and benefits [26%] constitute the largest portion of the General Fund expenditures budget as well, although in this case they represent a much greater share, amounting to nearly $\frac{3}{4}$ of budgeted General Fund spending [73%]. Utilities expenses [6%], transfers to other funds [6%] and contracted services [4%] represent the third-, fourth- and fifth-largest share of expenditures. The remainder of the General Fund expenditure budget is composed of insurance [4%], supplies [3%], other operating costs [2%], repairs & maintenance [1%], capital equipment & vehicles purchases [1%], and land & building costs [$< 0.5\%$].