

CITY CLERK'S OFFICE

**City of Santa Fe, NM** DATE 11/9/17 TIME 9:40am  
**Regular Committee** SERVED BY Carolynn Roibal  
**Monday, November 13, 2017** RECEIVED BY [Signature]  
**05:00 PM – Finance Committee**  
**Council Chambers**

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

**4. APPROVAL OF CONSENT AGENDA**

**5. APPROVAL OF MINUTES**

- a) Regular Finance Committee Meeting -- October 16, 2017  
Item 5a.pdf

**6. CONSENT AGENDA**

- a) Request for Approval of the Acceptance of General Obligation Bond Award in the Amount of \$ 165,083.42 for New Mexico State Cultural Affairs Fund Capital Appropriation Project; State of New Mexico Department of Cultural Affairs. (Gail L. Vigil)

- 1) Request for Approval of Budget Amendment  
Item 6a-combined.pdf

- b) Request for the Approval of Professional Services Agreement in the Total Amount of \$80,000 for Four (4) Years to Clean, Inspect and Wash Department Structural Protective Firefighting Clothing; FireWire, LLC. (AC Jan Snyder)  
Item 6b (2).pdf

- c) Request for Approval of Amendment NO. 2 Professional Services Agreement in the Amount of \$46,771.42 to Procure Annual Maintenance and Support Under Exempt Procurement; Desert Elements; (David Kulb).  
Item 6c.pdf

- d) Request for Approval of a Joint Funding Agreement in the Total Amount of \$71,556 for Water Resources Investigation for October 1, 2017 through September 30, 2019; U.S. Geological Survey, United States Department of Interior. (Bill Schneider)

Item 6d.pdf

- e) Request for Approval of RFP #18/08/P - Lease Operating Agreement for Food and Beverage Service Facility at Marty Sanchez Links de Santa Fe; El Sabor. (Jennifer Romero)  
Item 6e.pdf

- f) Request for Approval of Change Order NO. 1 to Professional Services Agreement 17-0139 in the Amount of \$121,893.42 Exclusive of NMGRT for the Buckman Parallel Pipeline Project; RMCI, Inc. (Kristin Johansen)  
Item 6f.pdf

g) Request for Approval of Procurement Under State Purchasing Agreement No. 70-000-16-00002 in the Total Amount of \$30,263 for One (1) Service Vehicle for the Environmental Services Division; Melloy Dodge. (Lawrence Garcia)

Item 6g.pdf

h) Request for Approval of Procurement Under State Purchasing Agreement NO. 70-000-16-00002 for Two (2) Service Vehicles for the Environmental Services Division; Melloy Dodge. (Lawrence Garcia)

Item 6h.pdf

i) Request Approval of a Resolution Recognizing the Importance of Living River Flows to all the Residents of Santa Fe; Calling for the Study of River and Hydro-Geologic Conditions, and the Better Management of Bypassed Flows and Irrigation Flows to Increase Efficiencies in the Delivery of Water to the Acequias; and for the Future Management of Living River Flows for the Maximum Benefits of the City of Santa Fe, its Citizens, and the City's Beneficial Use of its Water Rights. (Councilor Ives)(Alan Hook)

Committee Review

Public Utilities Committee (approved)	11/1/17
Public Works Committee (approved)	11/6/17
Santa Fe River Commission	11/9/17
City Council	12/13/17

Fiscal Impact: None

Item 6i (2).pdf

j) Request for Approval of an Ordinance Amending Subsection 23-6.2 SFCC 1987 to Increase the Annual Dedication to the Children and Youth Fund to Four Percent; Establishing a Minimum Fund Balance; and Amending the Powers and Duties of the Children and Youth Commission to Include an Annual Strategic Planning Process and Recommended Funding Priorities. (Councilor Dominguez)(Chris Sanchez)

Committee Review

Children and Youth Commission (approved)	11/7/17
City Council (request to publish)	12/13/17
City Council (public hearing)	1/10/18

Fiscal Impact: \$450,000 increase in funding from the 1% increase in annual dedications to the fund

Item 6j.pdf

k) Request for Approval of an Ordinance Relating to the Land Development Code, Chapter 14 SFCC 1987; Amending Subsection 14-5.5(C)(1) to Clarify that Incentivizing Certain Uses is Part of the Purpose of the Overlay District; Amending Subsection 14-5.5(C)(5) to Provide that the Land Use Director May Allow Vehicular Access from Other Than the Side or Rear of the Lot if Such Access is Infeasible and to Provide Setbacks from the Airport Road Right-of-Way for New Development of Certain Types of Uses; Amending Subsection 14-5.5(C)(11) to Modify the Types of Uses Eligible for Incentives; and Making Such Other Changes That are Necessary to Carry Out the Purpose of This Ordinance. (Councilors Dominguez and Rivera)(Lisa Martinez and Matt O'Reilly)

Committee Review

Planning Commission (approved)	11/2/17
Public Works Committee (approved)	11/6/17
City Council (request to publish)	11/8/17
City Council (public hearing)	12/13/17

Fiscal Impact: (\$70,287) in waived and exempted fees; \$103,957 in increased GRT and property taxes

Item 6k (3).pdf

**17. DISCUSSION**

a) Request for Approval of a Resolution Establishing City of Santa Fe Legislative Priorities for Consideration by the New Mexico State Legislature During the 53rd Legislature – State of New Mexico – Second Session, 2018. (Mayor Gonzales, Councilors Lindell, Villarreal, Ives, Maestas, Dominguez, Rivera, Trujillo and Harris)(Brian Snyder)

**Committee Review**

Public Works Committee (no recommendation) 11/6/17  
Public Utilities Committee 12/6/17  
City Council 12/13/17

Fiscal Impact: None

Item 7a (3).pdf

b) Request for Approval of a Resolution Authorizing the Placement of a Question on the Ballot of the Regular Municipal Election, to be Held on March 6, 2018, To Ask the Voters of the City of Santa Fe Whether or Not the Santa Fe Municipal Charter Should be Amended to Include a Provision to Establish an Independent Office of Inspector General for the City of Santa Fe. (Councilor Maestas)(Renee Martinez)

**Committee Review**

Finance Committee (postponed) 10/30/17  
Public Works Committee (postponed) 11/6/17  
City Council 12/13/17

Fiscal Impact: \$3500 for publication of the ballot question

Item 7b (3).pdf

c) Request for Approval of a Resolution Directing the City Manager to Develop a Plan to Outsource the Functions Currently Performed by the Internal Audit Department in Accordance with Said Recommendation Within 60 Days of the Adoption of this Resolution. (Mayor Gonzales and Councilor Harris)(Kelley Brennan)

**Committee Review**

Public Works Committee (postponed) 11/6/17  
City Council 12/13/17

Fiscal Impact: None

Item 7c.pdf

d) Request for Approval of an Ordinance Repealing Section 2-22 SFCC 1987 Internal Audit Department in its Entirety; and Amending Section 6-5 SFCC 1987 to Charge the Audit Committee with the Management of an Independent Audit Contract to Perform the Functions Currently Performed by the Internal Auditor. (Mayor Gonzales and Councilor Harris)(Kelley Brennan)

**Committee Review**

Public Works Committee (postponed) 11/6/17  
City Council (request to publish) 11/8/17  
City Council (public hearing) 12/13/17

Fiscal Impact: None

Item 7d (3).pdf

**8. MATTERS FROM STAFF**

**9. MATTERS FROM THE COMMITTEE**

**10. EXECUTIVE SESSION**

**11. ADJOURN**

Finance Committee Meeting – Index – November 13, 2017

Cover Page		Page 0
Call to Order	The Chair, City Councilor Carmichael Dominguez at 5:00 pm, called the regular meeting of the City of Santa Fe Finance Committee to order. A quorum is reflected in Roll Call.	Page 1
Approval of Agenda <b>Postpone Item J until next Finance Committee meeting, December 4, 2017.</b>  <b>Staff suggested from the Discussion Calendar: Recommend postponing Item 7c and 7d, sponsors not present, and further recommend running item 7b, c and d together at the Finance Committee meeting of December 4, 2017.</b>	<b>Councilor Villarreal moved to approve the agenda as amended, second by Councilor Lindell, motion carried by unanimous voice vote.</b>	Page 1
Approval of Consent Agenda <b>Councilor Ives requested to pull: Item 6d and 6e</b> <b>Councilor Villarreal requested to pull: Item 6c and 6g</b>	<b>Councilor Lindell moved to approve the Consent Agenda pulling Items 6c, 6d, 6e and 6g, second by Councilor Ives, motion carried by unanimous voice vote.</b>	Page 1-2
Approval of Minutes	<i>Councilor Ives moved to approve minutes of October 16, 2017 as presented, second by Councilor Villarreal, motion carried by unanimous voice vote.</i>	Page 2
Consent Agenda C) Request for approval of Amendment No. 2 - Professional Services Agreement in the amount of \$46,771.42 to procure annual maintenance and support under exempt procurement; Desert Elements	<i>Councilor Villarreal moved to approve request for approval of Amendment No. 2 - Professional Services Agreement in the amount of \$46,771.42 to procure annual maintenance and support under exempt procurement;</i>	Page 2-7

<p>D) Request for approval of a Joint Funding Agreement in the total amount of \$71,556 for Water Resources Investigation for October 1, 2017 through September 30, 2019; U.S. Geological Survey, United States Department of Interior.</p>	<p><i>Desert Elements, second by Councilor Ives, motion carried by unanimous voice vote.</i></p> <p><i>Councilor Ives moved to approve the Joint Funding Agreement in the total amount of \$71,556 for Water Resources Investigation for October 1, 2017 through September 30, 2019; U.S. Geological Survey, United States Department of Interior, second by Councilor Villarreal, motion carried by unanimous voice vote.</i></p>	
<p>E) Request for approval of RFP #18/08/P - Lease Operating Agreement for Food and Beverage Service Facility at Marty Sanchez Links de Santa Fe; El Sabor. (Jennifer Romero)</p>	<p><i>Councilor Ives moved to postpone until more information on the scoring can be presented for review. Dies for lack of a second.</i></p> <p><i>Councilor Villarreal moved to approve upon the condition that all of the updated information come to the Finance Committee, second by Councilor Dominguez, roll call vote: Councilors Villarreal and Councilor Lindell, Chair Dominguez, Yes, Councilor Ives – abstained, motion carried by unanimous roll call vote.</i></p>	
<p>Request for approval of procurement under State Purchasing Agreement No. 70-000-16-00002 in the total amount of \$30,263 for one (1) service vehicle for the Environmental Services</p>	<p><i>Councilor Lindell moved to approve procurement under State Purchasing Agreement No. 70-000-16-00002 in the total amount of \$30,263 for one (1) service vehicle for the Environmental Services Division; Melloy Dodge, second by Councilor Villarreal, motion carried by</i></p>	

Division; Melloy Dodge.	<i>unanimous voice vote</i>	
<p><b>Discussion</b></p> <p>Request for approval of a Resolution establishing City of Santa Fe legislative priorities for consideration by the New Mexico State Legislature during the 53rd Legislature – State of New Mexico – Second Session, 2018</p> <p>Request for approval of a Resolution authorizing the placement of a question on the ballot of the regular municipal election, to be held on March 6, 2018, To ask the voters of the city of Santa Fe whether or not the Santa Fe Municipal Charter should be amended to include a provision to establish an independent Office of Inspector General for the City of Santa Fe.</p> <p><b>Postponed</b></p> <p>c) Request for approval of a Resolution Directing the City Manager to develop a plan to outsource the functions currently performed by the Internal Audit Department in accordance with said recommendation within 60 days of the adoption of this Resolution. <b>Postponed</b></p> <p>d) Request for approval of an Ordinance repealing Section 2-22 SFCC 1987 Internal Audit Department in its entirety; and amending Section 6-5 SFCC 1987 to charge the Audit Committee</p>	<p><i>Councilor Ives moved to approve Resolution establishing City of Santa Fe legislative priorities for consideration by the New Mexico State Legislature during the 53rd Legislature – State of New Mexico – Second Session, 2018, second by Councilor Lindell, motion carried by unanimous voice vote.</i></p>	<p>Page 7-9</p>

# Finance Committee Meeting - Index - November 13, 2017

with the management of an independent Audit Contract to perform the functions currently performed by the Internal Auditor. <b>Postponed</b>		
<b>Matters from the Committee</b>	<i>None</i>	Page 9
<b>Public Hearing</b>	<i>None</i>	Page 9
<b>Matters from Staff</b>	None	Page 10
Executive Session	None	Page 10
Adjourn	There being no further business to come before the Finance Committee the Chair called for adjournment at 6:57 pm	Page 10
Signature Page		Page 10



**City of Santa Fe, NM  
Regular Committee  
Monday, November 13, 2017  
5:00 pm – 6:57 pm – Finance Committee  
Council Chambers**

**MINUTES**

**1. CALL TO ORDER**

Councilor Carmichael Dominguez, Chair called the Finance Committee meeting to order at 5:00 pm in the City Council Chambers. A quorum is reflected in roll call.

**2. ROLL CALL**

**Present:**

**Councilor Carmichael Dominguez**

**Councilor Signe Lindell**

**Councilor Peter Ives**

**Councilor Rene Villarreal**

**Not Present/Excused:**

**Councilor Michael Harris**

**Others Present:**

Adam Johnson, Finance Director

Christina Keyes, Finance Department

Brian Snyder, City Manager

Bogi Malecki, IT

David Kulb, City Staff

Alan Hook, Water Department

Jennifer Romero, Marty Sanchez Golf Course

Lawrence Garcia, Staff

Fran Lucero, Stenographer

**3. APPROVAL OF AGENDA**

**Postpone Item J until next Finance Committee meeting, December 4, 2017.**

**Staff suggested from the Discussion Calendar: Recommend postponing Item 7c and 7d, sponsors not present, and further recommend running item 7b, c and d together at the Finance Committee meeting of December 4, 2017.**

**Councilor Villarreal moved to approve the agenda as amended, second by Councilor Lindell, motion carried by unanimous voice vote.**

**4. APPROVAL OF CONSENT AGENDA**

**Councilor Ives requested to pull: Item 6d and 6e**

**Councilor Villarreal requested to pull: Item 6c and 6g**

**Councilor Lindell moved to approve the Consent Agenda pulling Items 6c, 6d, 6e and 6g, second by Councilor Ives, motion carried by unanimous voice vote.**

**5. APPROVAL OF MINUTES, Regular Finance Committee Meeting, 10/16/17**

No changes from staff.

***Councilor Ives moved to approve minutes of October 16, 2017 as presented, second by Councilor Villarreal, motion carried by unanimous voice vote.***

**6. CONSENT AGENDA**

C) Request for approval of Amendment No. 2 - Professional Services Agreement in the amount of \$46,771.42 to procure annual maintenance and support under exempt procurement; Desert Elements. (David Kulb).

Councilor Villarreal: When we have suggestions on websites are we working directly with IT staff to make changes or what is the pathway?

Mr. Kulb: The normal process would be to determine what the changes would be appropriate to the website and determine if have the expertise and the know how to accomplish this change in-house and if we don't, then we seek the experts in whatever capacity that is. In this case since it has been Desert Elements for so many years, and they set up the website in the first place, we would reach out to them.

Councilor Villarreal: So you thing that there is in-house staff acting as our webmaster for review. This contract is for them to set up the platform, but they are updating as well, correct?

Mr. Kulb: That is correct, yes.

Councilor Villarreal: We need to clean up the minutes and access to all our meeting minutes, you really can't find anything, it is all in a long list and you don't know what is what. I am particularly talking about requests from constituents who have been asking where the minutes are for the Public Bank Task Force and where to find, not just the original resolution but committee member names, what their meeting dates are, notes for those meetings, and the sub-committee meetings. I think some of them are there but it is hard to navigate on the website. The other piece we need to figure out who can do this, we don't have a direct pathway for legislation. Anytime someone wants to know anything about bills that we have in process, you have to go to Departments, Attorneys and then Legislative Services and then under Legislative Services you have pending legislation. I don't know if you can have a direct link to pending legislation. Most people are looking for what's on the docket for us. I don't know where it would go, I don't even know if it should be within the department, maybe it should be its own link but I don't know where that is at.

Bogi Malecki: We welcome that input, we have found many convoluted paths to key information and what you just referenced can be readily accomplished in-house. The direct path for the information you just mentioned can definitely be done in-house. Contact will be made with the IT Department web-master, Marco is our in-house expert. All requests go directly to him for any modifications and updates so he would be the expert and authority to work with. Either he or myself, as his Manager, we can make it a task to address those specific concerns.

Councilor Villarreal: It would be such a help to have a staff person who can be the expert in the web-design or task meetings instead of hiring a company. Someday I would like to see that as I am sure we have the expertise.

Mr. Malecki: We are in total agreement with that in fact we have Marco attend a number of trainings so we can have the expertise in-house, we are also engaging him to cross-train other technical staff so he isn't the one and only. In general that is our standing practice, what can we take on and own in house. In a broader context we have a number of fairly complex and time sensitive tasks and to that end, we engage Desert Elements to help us meet those deadlines and some of the more technical aspects.

Councilor Ives: One question and request is, I find the search function on our website to be remarkably challenging and I don't know what to put in when searching for a particular document unless I have the exact name such as the 2016 Affordable Housing Report. If you type it in like that it comes out but if I type in Affordable Housing, what can we do?

Mr. Malecki: This certain request was noticed a while back and what we thought was a simple repair has ended up requiring more dedicated time to repair. There is no reason why a search engine should be this challenging.

Mr. Johnson: We did have a rough start getting the Public Bank Task Force information up, it is on the Finance Department page.

Councilor Lindell: In looking at the website I see the Menu button, how the items at the bottom of the page, etc., why couldn't the items under Menu which seem like they should be a button people could hit, could those be on the first page of the website. It seems like Departments for example would be important.

Mr. Malecki: We have been asked several times to review the buttons. The reason we have so many hot buttons is if you have more than 8 or 10, they become confusing with the public that we interact with. The decision was to evaluate the key topics and make those the buttons on the side of the web page. We can certainly revisit and see if they can be expanded. One of the reasons it wasn't done was because there was ambiguity on listing and we did not want to confuse the general user. We will review to see what can be done.

Councilor Lindell: I don't necessarily suggest you make more buttons, I am asking that you make one of those buttons for Department.

Chair Dominguez: One, we need day-to-day operations where a person needs to be responsible to update the meeting list and minutes. Is there isn't a way for a certain section to be updated immediately, can it be frozen until it is updated? Ease of use is also a concern. Some websites have less than more options. When you say those are things we can look at now, are those things under this contract or is it a management function?

Mr. Malecki: Yes we can look at those changes and configurations at this time under this contract. Managing a website does fall under current responsibilities for our vendor. One thing I can speak to as far as updating the content is that we in IT would like to have a better relationship with our Departments and have a better interaction with all department contacts regarding their website needs. We are trying to keep our website up-to-date and need the cooperation from all departments.

Chair Dominguez said that website management is not part of the contract.

Mr. Malecki: That is correct, website management does fall to the responsibility of staff, there may be times or exceptions when they need help from Desert Elements if it is beyond our scope of service.

The Chair asked about the money for the Chavez Center website?

Mr. Johnson said that IT expenses come out of each department budget. IT has a cost that they charge the departments for their service.

The Chair asked who manages the ChavezCenter.com.

Mr. Malecki said it is his understanding that it was managed separately, "I can't speak to that with any confidence, I will need to check on this".

Councilor Villarreal addressed the quick links.

***Councilor Villarreal moved to approve request for approval of Amendment No. 2 - Professional Services Agreement in the amount of \$46,771.42 to procure annual maintenance and support under exempt procurement; Desert Elements, second by Councilor Ives, motion carried by unanimous voice vote.***

D) Request for approval of a Joint Funding Agreement in the total amount of \$71,556 for Water Resources Investigation for October 1, 2017 through September 30, 2019; U.S. Geological Survey, United States Department of Interior.

Councilor Ives addressed Allan Hook: I am more curious of OSE permitting rules for opening of wells across Santa Fe. I understand that there is a requirement for wells to be metered and monitored.

Alan Hook: There is a request to be monitored, there was an administrative order that we meter, but I am not aware that they have that data on an annual basis. That is something that we ask for but it is not 100% for the city limits.

Councilor Ives: Can you estimate when was the last time we checked how many wells it was, I believe it was about 700-800 wells. Alan Hook will check his numbers.

Councilor Ives: Have we corrected issues on the supplemental wells?

Alan Hook: I will check with Mr. Bill Schneider.

***Councilor Ives moved to approve the Joint Funding Agreement in the total amount of \$71,556 for Water Resources Investigation for October 1, 2017 through September 30, 2019; U.S. Geological Survey, United States Department of Interior, second by Councilor Villarreal, motion carried by unanimous voice vote.***

E) Request for approval of RFP #18/08/P - Lease Operating Agreement for Food and Beverage Service Facility at Marty Sanchez Links de Santa Fe; El Sabor. (Jennifer Romero)

Councilor Ives: I believe that Northern Ventures has been providing the service for the last few years.

Jennifer Romero: That is correct they have been providing the service for the last 4 years and their lease will end December 31, 2017.

Councilor Ives: There wasn't a great deal of information in the packet related to the scoring on El Sabor. It would have been good to include experience on Point of System knowledge and more historical information on their business. I was trying to find out how a company who was formed in a year out scored the company that has been in business for the last 4 years.

Jennifer Romero: In reviewing the information in packet that was submitted and going through the process, she sat with the RFP panel and with the vendors to brief. Mr. Paz from El Sabor has 20+ years' experience as an Executive Chef at El Farol and he brought staff with extensive experience with him to this business. He left El Farol in 2016 and has a food truck over by Kaune's that is very successful.

Councilor Ives: I believe that Councilor Harris had asked about the scoring, and we had postponed in the past so we could review the process we engaged in and we only have summaries in our packet. I appreciate that Mr. Paz has been an Executive Chef but it is different from owning a restaurant. I don't mean to delay this; we will have a meeting on December 4<sup>th</sup>, which provides time for a response.

Jennifer Romero: I brought tonight the submittals, I followed the procurement process. I was advised by the Purchasing Office to share this information with the vendor tomorrow.

Councilor Ives: If we get it today it is public information so I don't know why we wouldn't share it until tomorrow.

Councilor Lindell: I don't think this is a question for Jen, it is a question for Mr. Johnson, on the evaluation scores, we have one score that stands out like a sore thumb. I am wondering if in our process if something is so statistically out of line with the other scores, if we need to have some procedure or process in place. His score stands out as though this person wasn't in the room with anyone else and it is concerning to me to see that type of score.

Mr. Johnson said that there are times that evaluators are not always in the room. At this time we don't have a process or procedure to throw out but with this raised concern they will work on it.

Councilor Lindell stated that if she was the applicant she would want that score re-evaluated, it is out of the norm.

Councilor Lindell asked Jennifer why Northern Ventures did not receive local preference?

Jennifer Romero: Northern Ventures did receive local preference.

Councilor Lindell: So they did receive a local preference, they received 167 points in addition. I am not comfortable with a score that is so under the other score. I feel like we should get outside people to do the scoring in the future.

Councilor Ives: Echoing what Councilor Lindell has said, it looks like the two individuals there had the greatest spread in marking and the only outside person was Mr. Bonal who favored El Sabor. I know that the business license submitted for El Sabor is a vehicle license and not a structure license. Is there a lease in place for the space they occupy on Old Santa Fe Trail?

Jennifer Romero: I do not have that answer.

***Councilor Ives moved to postpone until more information on the scoring can be presented for review. Dies for lack of a second.***

The Chair is not in favor of postponing. As an example he stated, that if someone were to look at his score sheets and there were some abnormal scores, most of the time it would be because he sees different qualities. We need to be careful if we start tinkering with the procurement process. Your observation is a good one and a very valid one. I want to make sure that staff has followed the procurement code and that they haven't been biased. I think it is fair to ask for this information before we go to Council. Northern Ventures at one time did not have any historical information either. I agree El Sabor should be given that opportunity. We need to make sure we move business along.

Councilor Villarreal: Concurs with the Chair. One question on procurement, is there a number of how many staff members are on the procurement team?

Mr. Johnson said it is up to the department on how many staff they want on the procurement team; it is not set in the procurement manual, it can and has been a mix of outside individuals as well as staff. It is advisable to look at best practices.

***Councilor Villarreal moved to approve upon the condition that all of the updated information come to the Finance Committee, second by Councilor Dominguez, roll call vote: Councilors Villarreal and Councilor Lindell, Chair Dominguez, Yes, Councilor Ives – abstained, motion carried by unanimous roll call vote.***

Councilor Lindell: Did you have a food tasting?

Jennifer Romero: The scoring was based and outlined, company experience, point of sale those were all factors taken in to consider in the scoring. Yes there was a food tasting.

Councilor Ives: The chair is talking about the procurement process and the outlier in terms of the scoring; how do we confirm there are no conflicts in this process.

Jennifer Romero: You will see a tentative listing in the committee; there were a few that were not able to attend. One member felt that they would be biased and they did not participate in the panel. The members that did participate were involved in the process. She met with every member and asked if they would be biased being on this committee. Those that did participate said they could perform this task. All members have some contact with the restaurant to promote the restaurant and the golf course. We did our best to get the best candidate for this job.

Councilor Ives: You cleared the conflicts?

Jennifer Romero: Yes that is correct?

Councilor Ives: Do we ever ask the current vendor if they are applying?

Jennifer: No, we are not always sure they will apply.

Councilor Ives: 4 RFPs went out.

Jennifer: Only 2 responded to the RFP.

Chair: Is this subject to an appeal process?

Mr. Johnson: At the point when it is sent out to the respondents to review; that is when they would be allowed to protest and at that time it would be subject to a protest.

Chair Dominguez: So we are approving contracts in the process of a protest?

Mr. Johnson: Staff is bringing forward the information that they feel will meet the concerns.

G) Request for approval of procurement under State Purchasing Agreement No. 70-000-16-00002 in the total amount of \$30,263 for one (1) service vehicle for the Environmental Services Division; Melloy Dodge. (Lawrence Garcia)

Councilor Villarreal stated that most of the vehicles that we review for replacement are normally based on the life of the vehicle which is normally those that are 20 years old and we are now looking at a vehicle that is only 10 years old. Councilor Villarreal is pleased to see that we are selecting a different model of vehicle.

Mr. Garcia said that this vehicle is used for Keep Santa Fe Beautiful Graffiti crew and is over used and needs replacement.

Councilor Lindell: If we have already approved the vehicles and we purchase these through the State Purchasing Agreement are we assured that is the least expensive vehicle?

Mr. Johnson said that the agreement with the state serves the purchase through procurement.

Councilor Lindell is there a reason that these come to the Finance Committee sporadically.

Mr. Johnson said that he will meet with staff to discuss a better stream-lined process for vehicle review and replacement.

***Councilor Lindell moved to approve procurement under State Purchasing Agreement No. 70-000-16-00002 in the total amount of \$30,263 for one (1) service vehicle for the Environmental Services Division; Melloy Dodge, second by Councilor Villarreal, motion carried by unanimous voice vote.***

## **7. DISCUSSION**

a) Request for approval of a Resolution establishing City of Santa Fe legislative priorities for consideration by the New Mexico State Legislature during the 53rd Legislature – State of New Mexico – Second Session, 2018. (Brian Snyder)

Mr. Snyder: We talked about some general policy directives last meeting, what you have before you this evening is the Resolution which Mr. Mark Duran will follow during the legislative session. This is your

Resolution, capital projects recommended are based on CIP funds available and some Councilors have worked on 2 citywide priorities. I seek your feedback and ask for other topics to be included in the Resolution.

Councilor Ives: Add the measure to try to ensure that the State keeps in place taxes for the operation in Los Alamos, there are always concerns conveyed to me when non-profits come in and there is loss of gross receipts tax in those jurisdictions. I understand the impacts of those taxes in Los Alamos which is approximately \$50 million dollars which would be a big loss to this region.

Mr. Snyder: It will go through the City Council and we will put a placeholder.

Jesse Guillen: We will add under page 4 later.

Councilor Villarreal: Solid Waste; a cost share for the road that goes to Caja del Rio and lights and sidewalks. These are other sections that might be irrelevant now; will you let us know what sections to take out? We talked about the 60-day session topics that may not be relevant at the 30-day session.

Mr. Snyder: This is one time to strike and re-vamp – whatever language is modified here can be included in Public Works and for City Council.

Councilor Villarreal: If the Resolution was passed in 2015; do we keep those on the list?

Mr. Snyder: We keep them, hold harmless – if they aren't relevant from past years we can remove them and if they are relevant we keep them. Mark Duran keeps tabs on items discussed.

Councilor Villarreal: Section 10 and Section 3 almost says the same thing, is there a reason why we should keep both, why are we redundant?

Mr. Snyder: They are different Resolutions; we could list them and make them a combined one.

Chair Dominguez: Just so I can understand this completely, 1. FY2017 Water Trust Board application, 2<sup>nd</sup>, Resolutions we have approved, 3<sup>rd</sup> – the NM Municipal League we are in support of, things we want to be monitored, next is hold harmless. My question to Mr. Johnson is that in the NM Municipal League Resolution the Study Tax Reform, is that sufficient or is there anything you see we need to ask the NM Delegation that we need them to fight for or address; now is the time to get it seeded. If there are things we would like to see now we should do with this bill.

Mr. Snyder: The ones listed here are the 2016 topics where NM Municipal League fell behind and Councilor Maestas brought forward.

Mr. Johnson noted that Mr. Snyder has met with Mr. Fulginitti from the NM Municipal League and they will see how it applies to the state. We should be the solidified voice and I would suggest seeing if they have any updates, and another section on hold harmless.

Chair Dominguez: When this is this going to be prepared for the legislative delegation, who is going to organize that and set it up, what is the priority we are going to give them, is it the airport?

Mr. Snyder: Yes, for the citywide priority, it is the Airport.

Chair Dominguez asked if we know how they are going to use the capital money.



Mr. Snyder: One time money goes in to reoccurring costs which we haven't tracked. Mark Duran will be filling us in on what we can expect and at the legislative breakfast we will get information at the state level.

Chair Dominguez said he would like to know what the Governor will do. The Chair asked Mr. Snyder if he has talked to Mark Duran on the approach he will take to get things done for the City of Santa Fe.

Mr. Snyder said that they have continual conversations. They will formulate a process and Mr. Duran will report back to Mr. Snyder who in turn can report back to the Finance Committee.

Chair Dominguez said he does not need to see it back here in the Finance Committee. He did ask that Mr. Duran be invited to the December Finance Committee meeting.

Councilor Lindell: Harrison Road and sidewalk are priorities we are going to bring forward. Under Section 1 where it says funding is requested in the total amount of \$390,000 but then the amount requested is \$250,000. Mr. Duran should tell us what he thinks the results would be. I would like his evaluation and what does it mean, does he think it is going to be approved, 0-10 what are the chances of getting approved.

Chair Dominguez said he doesn't want to be asking for the same thing over and over again, if there is a way to examine the success range and list the priorities this will be beneficial.

Mr. Snyder: We have been very successful with our city-wide priority listing to include the Water Trust Board and district-wide priorities. In the past the budget was stretched so thin that in some cases when we have put some emphasis we have been successful. If Mr. Duran has a better shot to get funded it is better to let him do his job.

***Councilor Ives moved to approve Resolution establishing City of Santa Fe legislative priorities for consideration by the New Mexico State Legislature during the 53rd Legislature – State of New Mexico – Second Session, 2018, second by Councilor Lindell, motion carried by unanimous voice vote.***

b) Request for approval of a Resolution authorizing the placement of a question on the ballot of the regular municipal election, to be held on March 6, 2018, To ask the voters of the city of Santa Fe whether or not the Santa Fe Municipal Charter should be amended to include a provision to establish an independent Office of Inspector General for the City of Santa Fe.

**Postponed**

c) Request for approval of a Resolution Directing the City Manager to develop a plan to outsource the functions currently performed by the Internal Audit Department in accordance with said recommendation within 60 days of the adoption of this Resolution. **Postponed**

d) Request for approval of an Ordinance repealing Section 2-22 SFCC 1987 Internal Audit Department in its entirety; and amending Section 6-5 SFCC 1987 to charge the Audit Committee with the management of an independent Audit Contract to perform the functions currently performed by the Internal Auditor .

**Postponed**

## **7. PUBLIC HEARING**

**None**

## **8. MATTERS FROM THE COMMITTEE**

The Chair noted that we need to have the general fund revenues from Land Use how it is broken down and accounted for, Chair will provide more information.

**10. MATTERS FROM STAFF**

None


**11. EXECUTIVE SESSION**

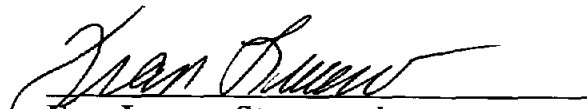
None

**12. ADJOURN**

There being no further business to come before the Finance Committee meeting, Chair called for adjournment at 6:57 pm.

Signature Page:

  
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Councilor Carmichael Dominguez, Chair

  
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Fran Lucero, Stenographer