

CITY CLERK'S OFFICE
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City of Santa Fe, NM
Regular Committee
Tuesday, January 02, 2018
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- December 04, 2017
Item 5a.pdf

6. CONSENT AGENDA

- a) Request for Approval of Professional Services Agreement Leveraging NM Statewide Pricing Agreement #50-000-15-00063 in the Total Annual Amount of \$76,159.14, Inclusive of NMGRT, for the Annual Renewal of Maintenance and Support of 48 Plus Canon MFP Copy Machines Throughout the City; Rocky Mountain Business Systems. (David A. Kulb)
Item 6a.pdf

- b) Request for Approval of Amendment No. 3 Under the Master Agreement Executed September 8, 2014 to Professional Services Agreement in the Amount of \$49,995.00 for an Amended Total of \$149,985.00, for Renewal of Annual Maintenance Support for the Critical Need Software JD Edwards Platform (E1); Spinnaker Support LLC. (David Kulb).
Item 6b.pdf

- c) Request for the Approval of Federal Highway Administration Section 112 Federal Transportation Planning Funds in the Total Amount of \$248,693.00, Inclusive of City of Santa Fe Required Match in the Amount of \$36,210.00, for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation. (Mark Tibbetts)

- 1) Request for Approval of Budget Amendment Resolution in the Amount of \$248,693.00
Item 6c.pdf

- d) Request for the Approval of Acceptance of 2018 FTA Section 5303 MPO Funds in the Total Amount of \$79,677.00, Inclusive of City of Santa Fe Required Match in the Amount of \$15,935.00, for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation. (Mark Tibbetts)

- 1) Request for Approval of Budget Amendment Resolution in the Amount of \$79,677.00
Item 6d.1.pdf

- e) Request for Approval to Award RFP #17/47/P and Approval of Professional Services Agreement in a Total Amount of \$100,000, inclusive of NMGRT, for Debt Issuance Services; First Southwest, a Division of Hilltop Securities Inc. (Christina Keyes).

Item 6e.pdf

f) Request for Approval to Use National Joint Power Alliance Agreement for WEX Bank Fuel Card to Procure Fuel and Miscellaneous Items for Repair of Units through July 2020-Police Department; National Joint Power Alliance Agreement-WEX Bank. (Nancy Jimenez).

Item 6f.pdf

g) Request for Approval of Grant Agreement in the Total Amount of \$74,433 for the New Mexico Department of Transportation Traffic Projects; New Mexico Department of Transportation. (Deputy Chief Andrew Padilla).

1) Request for Approval of Budget Amendment Resolution in the Amount of \$74,433.00

Item 6g.pdf

h) Request for Approval of an Exempt Procurement Agreement in the Amount of \$138,286.00 Exclusive of NMGR for the CRWTP Centrifuge & Conveyor Control System Upgrade Project; Andritz Separation, Inc. (Alex Gamino and Alex Puglisi)

Item 6h.pdf

i) Request for Approval of Ratification of Contract 2013-027 914-230 in the Amount of \$57,026.53, Procured through Cooperative Educational Services (CES)/TLC Company, Inc. dba TLC Plumbing and Utility utilizing Contract # 2013-027 941-230TLC for the Emergency Repair of a Natural Gas Leak at the Wastewater Management Division; TLC Plumbing. (Luis Orozco).

1) Request for Approval of Budget Amendment Resolution in the Amount of \$57,026.53

Item 6i.pdf

j) Request for Approval of Grant Agreement A16A5086 (Mary Esther Gonzales Senior Center - Renovate) in the Total Amount of \$70,300 for Equipping, Furnishing and Rewiring of the New Computer Lab at Mary Esther Gonzales Center a Division of Senior Services; State of New Mexico Aging and Long-Term Services Department. (Gino Rinaldi)

1) Request for Approval of Budget Amendment Resolution in the Amount of \$70,300.00

Item 6j.pdf

k) Request for the Approval of Grant Agreement A16A5087 (Mary Esther Gonzales Senior Center - Vehicles) in the Total Amount of \$496,800 for Procurement, Replacing and Equipping Program Vehicles; State of New Mexico Aging and Long-Term Services Department. (Gino Rinaldi).

1) Request for Approval of Budget Amendment Resolution in the Amount of \$496,800.00

Item 6k.pdf

l) Request for the Approval of Grant Agreement A16A5093 (Villa Consuelo Senior Center Meals - Equipment) in the Total Amount of \$80,900 for Procurement of a Variety of Commercial Kitchen Equipment and Appliances for the New Commercial Kitchen at Villa Consuelo Senior Center; Division of Senior Services; State of New Mexico Aging and Long-Term Services Department. (Gino Rinaldi).

1) Request for Approval of Budget Amendment Resolution in the Amount of \$80,900.00

Item 6l.pdf

m) Request for Approval of Amendment No. 4 to the Professional Services Agreement in the Amount of \$20,000 for an Amended Total of \$3,400,000, Inclusive of NMGR, for Advertising the Artist in Residence Program for FY 2018 (November 2017 Through February 2018); Fuseideas LLC. (Randy Randall).

Item 6m.pdf

n) Request for Approval of Grant Agreement SAF-18-02 in the Total Amount of \$11,111 for Annual Aviation Maintenance Grant; New Mexico Department of Transportation; (Nicolas Schiavo).

Item 6n.pdf

o) Request for Approval of Task Order #13 in the Total Amount of \$214,258.25 Inclusive of NMGR for Preliminary and Final Design Modifications at the Santa Fe Airport; KSA Consulting. (Nicolas Schiavo)

Item 6o.pdf

p) Request for Approval of Professional Services Agreement in the Amount of \$696,821.52 Inclusive of NMGR for CIP #518B HVAC Replacement Construction Scope of Services at Fort Marcy Recreation Complex; B & D Industries, Inc., ABOC. (Jason Kluck)

Item 6p.pdf

q) Request for Approval of Amendment No. 5 to Professional Services Agreement in the Amount of \$4,000,000 for On-Call Roadway and Trails Construction Services FY 2018/2019 and to Extend the Term by One Year to February 2, 2019; GM Emulsions. (David Catanach)

Item 6q.pdf

r) Request for Approval of Amendment No. 1 to Professional Services Agreement in the Amount of \$4,000,000 for On-Call Roadway and Trails Construction Services FY 2018/2019 and to Extend the Term by One Year to February 2, 2019; EMCO. (David Catanach)

Item 6r.pdf

s) Request for Approval of Amendment NO. 2 to Professional Services Agreement in the Amount of \$75,000 for Pre-Employment Screening; Joshua Brown, MD; IMS Practice Management Group, LLC.. (Lynette Trujillo).

Item 6s.pdf

t) 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)	11/06/17
Finance Committee (postponed)	11/13/17
Audit Committee (approved)	11/29/17
Finance Committee (postponed)	12/04/17
City Council	1/10/18

Fiscal Impact: None

Item 6t.pdf

u) Request for an Ordinance Amending Section 11-4 to Increase the Contract Approval and Budget Adjustment Amount the City Manager is Authorized to Approve; Adopting the State of New Mexico Procurement Code as the Purchasing Manual for the City of Santa Fe; and Adopting Additional Exemptions from the Procurement Code. (Councilor Lindell) (Marcos Martinez)

Committee Review:

Public Utilities Committee	12/06/17
City Council (request to publish)	12/13/17
City Council (public hearing)	1/10/18

Fiscal Impact: None

Item 6u.pdf

v) Request for Approval of an Ordinance Amending Section 14-3.11(B) of the Land Development Code to Require Public Posting of Construction Permits for Properties that Do Not Abut Public Streets or Roads. (Councilors Lindell and Villarreal) (Noah Berke)

Committee Review:

Planning Commission	12/07/17
Public Works Committee	12/11/17

City Council (request to publish)	12/13/17
City Council (public hearing)	1/10/18

Fiscal Impact: None

Item 6v.pdf

w) Request for an Ordinance Relating to the City of Santa Fe Uniform Traffic Ordinance; Amending Section 12-1-5.1 Regarding the Definition for "Autocycle"; Amending Section 12-1-67 Regarding the Definition of a "School Bus"; Amending Section 12-6-7.4 Regarding the Operation of Vehicles on Approach of Emergency Vehicles; Amending Section 12-7-9.2 Regarding Operation of Off-Highway Vehicles on Streets or Highways; Amending Section 12-7-9.9 Regarding Off-Highway Vehicle Safety Requirements; and Amending Section 12-10-1.44 Regarding Special Restrictions on Lamps. (Councilor Rivera) (Jesse Guillen)

Committee Review:	
Public Safety Committee	12/10/17
City Council (request to publish)	1/10/18
City Council (public hearing)	2/14/18

Fiscal Impact: None

Item 6w.pdf

x) Request for Approval of a Resolution Sponsoring The Next Generation Water Summit and Waiving All Space Rental Fees for Use of the Santa Fe Community Convention Center for 2018, 2019, and 2020. (Mayor Gonzales and Councilor Ives) (Christine Chavez)

Committee Review:	
Water Conservation Committee	1/09/18
City Council	1/10/18

Fiscal Impact: \$18,900 for waiving of space rental fees

Item 6x.pdf

y) Request for Approval of a Resolution in Support of the 'New Mexico Grown Fresh Fruits and Fresh Vegetables for School Meals Program' State Legislation. (Councilor Villarreal) (Staff)

Committee Review:	
City Council	1/10/18

Fiscal Impact: None

Item 6y.pdf

z) Request for Approval of a Resolution Supporting 2018 Farm Bill Priorities as a Means to Securing a Regional Food System that is Just and Accessible for all Members of the City of Santa Fe. (Councilor Villarreal)

Committee Review:	
City Council	1/10/18

Fiscal Impact: None

Item 6z.pdf

aa) 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)	11/06/17
City Council (request to publish) (approved)	11/08/17
Finance Committee (postponed)	11/13/17
Audit Committee (approved)	11/29/17
Finance Committee (postponed)	12/04/17
City Council (public hearing)	1/10/18

Fiscal Impact: \$175,000 for third party contractor

[Item 6aa.pdf](#)

7. DISCUSSION

a) Request for Review, Direction and Possible Approval - Median Re-Development Project. (Richard Thompson)
[Item 7a.pdf](#)

b) Update on Professional Services Agreements for Poverty and Climate Solutions/Verde Fund. (Alexandra Ladd)
[Item 7b.pdf](#)

c) Cash Handling Policy (Informational Only). (Adam Johnson, Christina Keyes)
[Item 7c.pdf](#)

d) Request for Approval of Budget Calendar FY 18-19. (Adam Johnson)

8. MATTERS FROM STAFF

9. MATTERS FROM THE COMMITTEE

10. EXECUTIVE SECTION

In Accordance with the New Mexico Open Meetings Act §§10-15-1 (H)(7) NMSA 1978, Discussion Regarding Threatened or Pending Litigation in which the City Is or May Become a Participant, Including, without Limitation, Matters Relating to the FYE 2017 CAFR

11. ADJOURN

Cover Page		Page 0
Call to Order	Chair Dominguez called the Finance Committee meeting to order at 5:10 pm in the City Council Chambers. A quorum was present at the time of roll call.	Page 1
Approval of Agenda	<p>Staff Changes: Item “O” postponed to January 22, 2018 meeting, Item “T” postponed to first meeting in February 2018, Item “AA” postponed to first meeting February 2018 and Remove Item 10.</p> <p><i>Councilor Harris moved to approve the agenda as amended, second by Councilor Lindell, motion carried by unanimous voice vote.</i></p>	Page 1
Approval of Consent Agenda Chair Dominguez: Councilor Villarreal: Pull – Z, M Councilor Lindell: Pull – B, C, X and Z Councilor Ives: Pull – X, and would like this item heard as first order of business. Councilor Harris: Pull – E, I, P, Q, U, V, X Items pulled off consent agenda are Items B, C, E, I, M, P, Q, U, V, X and Z	<p><i>No Changes from Staff</i></p> <p><i>Councilor Ives moved to approve the Consent Agenda with items pulled: B, C, E, I, M, P, Q, U, V, X, Z and hearing X first in order of business, second by Councilor Lindell, motion carried by unanimous voice vote.</i></p>	Page 1-2
Approval of Minutes December 4, 2017	No changes from Staff.	Page 2

	<i>Councilor Villarreal moved to approve December 4, 2017 minutes as presented, motion carried by unanimous voice vote.</i>	
<p>Consent Agenda: (x) first order of business Request for Approval of a Resolution Sponsoring The Next Generation Water Summit and Waiving All Space Rental Fees for Use of the Santa Fe Community Convention Center for 2018, 2019, and 2020.</p> <p>b) Request for Approval of Amendment No. 3 Under the Master Agreement executed September 8, 2014 to Professional Services Agreement in the amount of \$49,995.00 for an amended total of \$149,985.00, for renewal of annual maintenance support for the Critical Need Software JD Edwards Platform (E1); Spinnaker Support LLC.</p> <p>c) Request for the Approval of Federal Highway Administration Section 112 Federal Transportation Planning Funds in the Total Amount of \$248,693.00, inclusive of City of Santa Fe required match in the amount of \$36,210.00, for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation.</p> <p>e) Request for Approval to</p>	<p><i>Councilor Harris moved to deny this request and that all requests for waivers be refused until the data brought forth by Mr. Randall and Mr. Johnson can be reviewed during budget, second by Councilor Lindell.</i></p> <p><i>Roll Call Vote: Chair Dominguez, Councilor Ives, Councilor Villarreal, NO Councilor Harris and Councilor Lindell, Yes 3-2 Motion fails.</i></p> <p>Amendment: Propose approval of the waiver for 2017-2018 and ask staff to bring back the statistics and to bring the economic development impact and to direct Mr. Randall to bring a spreadsheet for all city events that have been waived and their financial impact.</p> <p><i>Amendment not accepted</i></p> <p><i>Councilor Ives moved to approve the Resolution for 2017-2018, second by Councilor Villarreal, motion carries with verbal vote of 3-2 in the</i></p>	Page 2 - 26

<p>Award RFP #17/47/P and Approval of Professional Services Agreement in a Total Amount of \$100,000, inclusive of NMGR, for Debt Issuance Services; First Southwest, a Division of Hilltop Securities Inc.</p>	<p><i>affirmative.</i></p> <p><i>Vote: Chair Dominguez, Councilor Ives, Councilor Villarreal- Yes Councilor Lindell and Councilor Harris – No</i></p>	
<p>i) Request for Approval of Ratification of Contract 2013-027 914-230 in the amount of \$57,026.53, procured through Cooperative Educational Services (CES)/TLC Company, Inc. dba TLC Plumbing and Utility utilizing Contract # 2013-027 941-230TLC for the emergency repair of a natural gas leak at the Wastewater Management Division; TLC Plumbing.</p>	<p><i>b) Councilor Lindell moved to approve Amendment No. 3 Under the Master Agreement executed September 8, 2014 to Professional Services Agreement in the amount of \$49,995.00 for an amended total of \$149,985.00, for renewal of annual maintenance support for the Critical Need Software JD Edwards Platform (E1); Spinnaker Support LLC, second by Councilor Harris, motion carried by unanimous voice vote.</i></p>	
<p>m) Request for approval of Amendment No. 4 to the Professional Services Agreement in the amount of \$20,000 for an amended total of \$3,400,000, inclusive of NMGR, for advertising the Artist in Residence Program for FY 2018 (November 2017 through February 2018); Fuseideas LLC.</p>	<p><i>c) Councilor Lindell moved to approve the Federal Highway Administration Section 112 Federal Transportation Planning Funds in the Total Amount of \$248,693.00, Inclusive of City of Santa Fe Required Match in the Amount of \$36,210.00, for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation, second by Councilor Villarreal,</i></p>	
<p>p) Request for approval of Professional Services Agreement in the amount of \$696,821.52 inclusive of NMGR for CIP #518B HVAC replacement construction Scope of Services at Fort Marcy Recreation Complex; B & D Industries, Inc., ABOC</p>	<p><i>c) Councilor Lindell moved to approve the Federal Highway Administration Section 112 Federal Transportation Planning Funds in the Total Amount of \$248,693.00, Inclusive of City of Santa Fe Required Match in the Amount of \$36,210.00, for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation, second by Councilor Villarreal,</i></p>	

<p>q) Request for approval of Amendment No. 5 to Professional Services Agreement in the amount of \$4,000,000 for on-call roadway and trails construction services FY 2018/2019 and to extend the term by one year to February 2, 2019; GM Emulsions.</p>	<p><i>motion carried by unanimous voice vote.</i></p> <p><i>e) Councilor Harris moved to approve, second by Councilor Lindell, motion carried by unanimous voice vote.</i></p>	
<p>u) Request for an Ordinance Amending Section 11-4 to increase the contract approval and budget adjustment amount the City Manager is authorized to approve; adopting the State of New Mexico Procurement Code as the Purchasing Manual for the City of Santa Fe; and adopting additional exemptions from the Procurement Code.</p>	<p><i>i) Councilor Harris moved to approve the Ratification of Contract 2013-027 914-230 in the amount of \$57,026.53, procured through Cooperative Educational Services (CES)/TLC Company, Inc. dba TLC Plumbing and Utility utilizing Contract # 2013-027 941-230TLC for the emergency repair of a Natural Gas Leak at the Wastewater Management Division; TLC Plumbing, second by Councilor Lindell, motion carried by unanimous voice vote.</i></p>	
<p>v) Request for approval of an Ordinance Amending Section 14-3.11(B) of the Land Development Code to require public posting of Construction Permits for properties that do not abut public streets or roads.</p>	<p><i>m) Councilor Villarreal moved to approve Amendment No. 4 to the Professional Services Agreement in the amount of \$20,000 for an amended total of \$3,400,000, inclusive of NMGRT, for advertising the Artist in Residence Program for FY 2018 (November 2017 through February 2018); Fuseideas LLC, second by Councilor Lindell, motion carried by unanimous voice vote.</i></p>	
<p>z) Request for approval of a Resolution supporting 2018 Farm Bill Priorities as a means to securing a regional food system that is just and accessible for all members of the City of Santa Fe.</p> <p>a) Request for Review, Direction and Possible Approval - Median</p>		

<p>Re-Development Project. – Informational</p> <p>b) Update on Professional Services Agreements for Poverty and Climate Solutions/Verde Fund – Informational</p> <p>c) Cash Handling Policy (Informational Only)</p> <p>d) Request for Approval of Budget Calendar FY 18-19. (Adam Johnson) Working with Open Gov. getting ready for another budget cycle. Last year difference: recommending – I need to lay out a plan.</p>	<p>p) Councilor Harris moved to approve the Professional Services Agreement in the amount of \$696,821.52 Inclusive of NMGR for CIP #518B HVAC Replacement Construction Scope of Services at Fort Marcy Recreation Complex; B & D Industries, Inc., ABOC, second by Councilor Lindell, motion carried by unanimous voice vote.</p> <p>q) Councilor Harris moved to approve Amendment No. 5 to Professional Services Agreement in the amount of \$4,000,000 for On-Call Roadway and Trails Construction Services FY 2018/2019 and to extend the term by one year to February 2, 2019; GM Emulsions, second by Councilor Lindell, motion carried by unanimous voice vote.</p> <p>u) Councilor Harris moved to approve the Request for an Ordinance Amending Section 11-4 to increase the contract approval and budget adjustment amount the City Manager is authorized to approve; adopting the State of New Mexico Procurement Code as the Purchasing Manual for the City of Santa Fe; and adopting additional</p>	
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	<p>exemptions from the Procurement Code with the Amendment, second by Councilor Villarreal, motion carried by unanimous voice vote.</p> <p>v) Councilor Lindell moved to approve an Ordinance Amending Section 14-3.11(B) of the Land Development Code to require public posting of construction permits for properties that do not abut public streets or roads, second by Councilor Villarreal, motion carried, Voice Vote: 3-1</p> <p>Vote: Councilor Harris: No Chair Dominguez, Councilor Villarreal and Councilor Lindell: Yes</p> <p><i>z) Councilor Lindell moved to approve the Resolution supporting 2018 Farm Bill Priorities as a means to securing a Regional Food System that is just and accessible for all members of the City of Santa Fe with the Friendly Amendment to move on to our Congressional delegation, page 16, maybe it should say under the purview not preview and add language about providing these recommendations to local and federal representatives, second by</i></p>	
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Finance Committee Meeting – Index – January 2, 2018

	<i>Councilor Villarreal, motion carried by unanimous voice vote.</i>	
Matters from Staff	None	Page 26
Executive Session	None - Removed	Page 26
Adjourn	There being no further business to come before the Finance Committee the Chair called for adjournment at 8:35 pm	Page 26
Signature Page		Page 26

**City of Santa Fe, NM
Regular Committee
Monday, January 2, 2017
5:00 pm – 8:35 pm – Finance Committee
Council Chambers**

MINUTES

1. CALL TO ORDER

Councilor Carmichael Dominguez, Chair called the Finance Committee meeting to order at 5:10 pm in the City Council Chambers. A quorum is reflected in roll call.

2. ROLL CALL

**Councilor Carmichael Dominguez
Councilor Signe Lindell
Councilor Michael Harris
Councilor Peter Ives
Councilor Rene Villarreal**

Others Present:

**Adam Johnson, Finance Director
Brad Fluetsch, Finance Department
Ms. Christina Keyes, Finance Department
Christine Chavez, Water Division
Shannon Jones, Water Division
Randy Randall, Convention Center
David Kulb, Staff
Mark Tibbetts, Staff
Jason Kluck, Staff
David Catanach, Staff
Jesse Guillen, Legislative Liaison
Alexandra Ladd, Staff
Fran Lucero, Stenographer**

3. APPROVAL OF AGENDA

Staff Changes: Item “O” postponed to January 22, 2018 meeting,
Item “T” postponed to first meeting in February 2018,
Item “AA” postponed to first meeting February 2018 and Remove Item 10.

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

4. APPROVAL OF CONSENT AGENDA

No changes from staff.

Chair Dominguez:

Councilor Villarreal: Pull – Z, M

Councilor Lindell: Pull – B, C, X and Z

Councilor Ives: Pull – X, and would like this item heard as first order of business.

Councilor Harris: Pull – E, I, P, Q, U, V, X

Items pulled off consent agenda are Items B, C, E, I, M, P, Q, U, V, X and Z

Councilor Ives moved to approve the Consent Agenda with items pulled: B, C, E, I, M, P, Q, U, V, X, Z and hearing X first in order of business, second by Councilor Lindell, motion carried by unanimous voice vote.

5. APPROVAL OF MINUTES

Regular Finance Committee Meeting, December 4, 2017

No changes from Staff.

Councilor Villarreal moved to approve December 4, 2017 minutes as presented, motion carried by unanimous voice vote.

6. CONSENT AGENDA

- x) **Request for Approval of a Resolution Sponsoring The Next Generation Water Summit and Waiving All Space Rental Fees for Use of the Santa Fe Community Convention Center for 2018, 2019, and 2020. (Mayor Gonzales and Councilor Ives) (Christine Chavez)**

Councilor Lindell: We have a Resolution that we passed in 2016 about new programs, expansion, and I consider this to be under that Resolution. I can only support this if I saw somewhere else that we were giving up in some area or reducing fees. I believe waving fees for the Convention Center should be evaluated; I think granting free use for 3-years and not under a Councilor's name needs to be evaluated.

Councilor Ives: This is a scholarly conference, we had this last year and I feel that this follows another Resolution which was to create 3 events during the shoulder season and I believe that this highlights Santa Fe's Leadership Nationally in the water industry and it is bringing people in from other states, putting people in beds and dining which creates revenue for our city. I do not have the fiscal impact of this annual meeting but can attest it supports our economy. I believe this is certainly significant; and is a strong attempt to continue to have this be an annual Water Conference for Water Conservation exposure and as an educational tool for the city employees.

Councilor Lindell: Councilor Ives I agree this is probably a great Summit and I understand what you are saying; I just can't support this as an annual-reoccurring conference without them paying for the use of the Convention Center. I am not disrespectful in any way of the summit. I believe we are setting precedence and are contradicting what we have asked the Convention Center to do which is working to increase revenue.

Councilor Ives: Employees were allowed to attend without any charge which backed out of any rental fees.

Councilor Villarreal: Ms. Chavez, how involved are you in the planning of this summit?

Ms. Chavez: I was involved in the planning of the summit last year and am working collaboratively for this year's summit. There is a big benefit to the city as most city employees cannot travel out-of-state for training. The caliber of training that they brought to us locally is immeasurable; it allowed more city employees to take training from nationally recognized individuals and for our staff to also serve as Trainers. It opened up opportunities for National Partnerships as well as the respect of EPA to work with us. Ms. Chavez stated that she worked with a lot of people before the summit and follow up after the conference which has created a sharing of knowledge with individuals throughout the US. We are considered to be a Water Conservation leader in the US and to have this conference here brings visibility for the City of Santa Fe. Historically, it was the very first year and this year we are anticipating better attendance as we started planning earlier and we feel the attendance will grow every year as the Speakers from last year conference went back and promoted it in their cities. Pre-registration just started.

Councilor Lindell: What are shoulder seasons and when is the conference scheduled for?

Randy Randall: Shoulder seasons are spring and the fall. October, November, March, April in to May are shoulder seasons.

Ms. Chavez: Conference scheduled for end of April through May 1st.

Councilor Villarreal: We constantly get asked to waive the fee. I know we are being seen as the leader in Water Conservation. There are 8 City Councilors and possibly one of our Councilors could sponsor this event. What was the attendance number?

Ms. Chavez: The total attendance was 130 and included employees.

Councilor Ives: Is this a 1-day waiver for a non-profit?

Mr. Randall: I believe that it is a 1-day.

Councilor Harris: I have some of the same comments as Councilor Villarreal. My first question is why would we waive this for 3-years. The most I could support is 1-year. During the budget meetings we need to have a good number on the fee waivers that we grant and Mr. Johnson and Mr. Randall should provide that information. The ratio of what we would pay for registration for our employees vs. the revenue we would generate from the rental; the revenue is a better decision for the city.

Chair Dominguez: Is there a corporation named; Next Generation?

Ms. Chavez: Green Builder Coalition is not local, they are a National organization. The way that this differs from other events is that the city employees benefit from the attendance, some are presenters, the contacts that they make for project knowledge and the collaboration with national organizations is one of the strongest benefits and in my view it is different, it is the city employee that benefits and the city of Santa Fe from the outcome. Most of us would

have to travel out of state to get our CUs. I understand the challenges, I don't feel it is a give away it is a true benefit.

Chair Dominguez: Have any of the 3 companies had any waivers?

Mr. Randall: I don't think the 3 companies have had any waivers.

Chair Dominguez: Just the way we have waivers on our plaza, we are going to get that way with the Convention Center. This is taking it to a different level, to say that one organization is more beneficial for city employees, how many requests do you get a year?

Mr. Randall: We get a lot of requests to use the Convention Center for free. It takes the burden off of the City Council as we are in a position to say that we cannot give it away.

Chair Dominguez: Is there any reason why the Water Department isn't paying for this?

Ms. Chavez: We are trying to support this conference through media and providing speakers vs. a monetary commitment. We have not asked the Water Division to assist.

Shannon Jones: If Ms. Chavez would come to us we would use the same approach, we would ask if she had done her due diligence.

Chair Dominguez: There use to be an event that happened every year, Children's Water Festival, does this fee get waived?

Ms. Chavez: It was before my time, and yes the fees are waived, it has been done for years.

Councilor Harris moved to deny this request and that all requests for waivers be refused until the data brought forth by Mr. Randall and Mr. Johnson can be reviewed during budget, second by Councilor Lindell.

Roll Call Vote: Chair Dominguez, Councilor Ives, Councilor Villarreal, NO Councilor Harris and Councilor Lindell, Yes 3-2 Motion fails.

Discussion:

Councilor Ives, this is intended to be a notable Conference in Santa Fe. As mentioned earlier on one of our Resolutions we encourage the use of the Convention Center as a community center. This event elevates Santa Fe's presence around the nation in water conservation; the effort is to try to grow this. My suggestion is to sponsor it for their 2018 meeting and ask for statistics before this comes back to City Council, let's find out everything that the city waives.

Amendment: Propose approval of the waiver for 2017-2018 and ask staff to bring back the statistics and to bring the economic development impact and to direct Mr. Randall to bring a spreadsheet for all city events that have been waived and their financial impact.

Amendment not accepted

Councilor Ives moved to approve the Resolution for 2017-2018, second by Councilor Villarreal, motion carries with verbal vote of 3-2 in the affirmative.

***Vote: Chair Dominguez, Councilor Ives, Councilor Villarreal- Yes
Councilor Lindell and Councilor Harris – No***

Councilor Ives, this is intended to be a Conference in Santa Fe. The Convention Center is a community center. This event elevates Santa Fe's presence around the nation in water conservation; the effort is to try to grow this. My suggestion is to sponsor it for 2018 meeting and ask for statistics before this comes back to City Council, let's find out everything that the city waives.

Chair Dominguez: We are getting confused on what is a city event and what is not a city event. If this was sponsored by the Water Department we could view the attributes of the request, but you have 3 organizations that are asking to use the space. This is a discussion we are going to need to have more so when our constituents and the community are asking about police overtime and other costs for the city. I have no problems with the worthiness of the Summit; Santa Fe is a leader for sustainability.

- b) Request for Approval of Amendment No. 3 Under the Master Agreement executed September 8, 2014 to Professional Services Agreement in the amount of \$49,995.00 for an amended total of \$149,985.00, for renewal of annual maintenance support for the Critical Need Software JD Edwards Platform (E1); Spinnaker Support LLC. (David Kulb).**

Councilor Lindell: Are we moving away from this platform?

Mr. Kulb: Yes, we are moving away from this platform and it will take some time?

Councilor Lindell: When will that be done?

Mr. Johnson: Timeline is to go live with all modules in tact by January 2019.

Councilor Lindell: This \$50,000 is for support for this final year?

Mr. Johnson: That is correct.

Councilor Lindell moved to approve Amendment No. 3 Under the Master Agreement executed September 8, 2014 to Professional Services Agreement in the amount of \$49,995.00 for an amended total of \$149,985.00, for renewal of annual maintenance support for the Critical Need Software JD Edwards Platform (E1); Spinnaker Support LLC, second by Councilor Harris, motion carried by unanimous voice vote.

- c) Request for the Approval of Federal Highway Administration Section 112 Federal Transportation Planning Funds in the Total Amount of \$248,693.00, inclusive of City of Santa Fe required match in the amount of \$36,210.00, for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation. (Mark Tibbetts)**

Councilor Harris: I would like to have a list of where these funds are specifically allocated. In the past I voted to approve some things that I did not know what the allocations were for. Would it be possible when it comes to Council that we know what the allocations are for?

Mr. Tibbetts: Yes, I can provide our unified planning work program which is a 2-year plan that allocates those funds for the different tasks. There are required tasks that we have that are federal requirements, meetings, planning tasks, i.e. pedestrian and long range planning; it is a variety of different things. I will provide you with that as it shows the specific allocation of those funds.

Councilor Lindell: What is the time frame for the \$250,000 to be spent?

Mr. Tibbetts: We receive our funds during the Federal FY and we try to coordinate it with the City FY. Of that amount is our 2nd year of our work program so it is funded through the end of September 2018. When the city FY ends in June we still have funds to spend through September.

Councilor Lindell moved to approve the Federal Highway Administration Section 112 Federal Transportation Planning Funds in the Total Amount of \$248,693.00, Inclusive of City of Santa Fe Required Match in the Amount of \$36,210.00, for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation, second by Councilor Villarreal, motion carried by unanimous voice vote.

- e) Request for Approval to Award RFP #17/47/P and Approval of Professional Services Agreement in a Total Amount of \$100,000, inclusive of NMGR, for Debt Issuance Services; First Southwest, a Division of Hilltop Securities Inc. (Christina Keyes).**

Councilor Harris: Questions were sent to Ms. Keyes this morning. Who are the three firms, who was on the committee that scored the firms; something like this I would expect to see some tabulation sheets, particularly since this goes back to May 2017. Why was there such a lag for delivery to the Finance Committee? We are past the start date. It is a critical service that we are asking for.

Mr. Johnson: Those are excellent questions and definitely this should have come forth sooner, we started the RFP process and we scored and awarded in August 2017. As far as the names of the firms, we did not receive any protests or concerns about the awards. The incumbent, First Southwest Securities, they surpassed the score by nearly 300 points, they provide excellent municipal advisory services to the city having had extensive background in working with issuing debt. Certainly not to discount your concern, certainly this should have come forward sooner, I apologize that the bid tabulations was not included, I will get that to you in the packet for the next meeting.

Councilor Harris: We have had some legacy relationships that have not served us very well. I am not saying that this is one of those but it is important to document why we are going to continue to work with the same companies. That is not here and that is what I expect to see. Also, do we ever find ourselves, (page 18 of 70), how often do we pay additional fees for special projects that are over and above bond issuance?

Mr. Johnson: To date, all of the work that we have done with Mr. Wilford and his team; including review of the city's Debt Policy was all done under the auspice of the contract reissuance and we have never been charged any additional fees. He is quite generous in his services to the city and I would say confidently for the record, that Mr. Wilford and his approach to the way that he structured the various covenants of the city's debt have been one of the things that has protected it and he has a very conservative approach on issuing debt.

Councilor Harris moved to approve, second by Councilor Lindell, motion carried by unanimous voice vote.

- i) **Request for Approval of Ratification of Contract 2013-027 914-230 in the amount of \$57,026.53, procured through Cooperative Educational Services (CES)/TLC Company, Inc. dba TLC Plumbing and Utility utilizing Contract # 2013-027 941-230TLC for the emergency repair of a natural gas leak at the Wastewater Management Division; TLC Plumbing. (Luis Orozco).**

Councilor Harris: This is well documented except for one area which has to do with TLC billing. We just have one invoice \$52,650.00 with gross receipts tax, what kind of back up have you seen, Mr. Jones?

Shannon Jones: I have reviewed the process of the work through the full extent of the project.

Councilor Harris: Who reviewed the billing in the process, the material and time, in the Public Utility Department?

Shannon Jones: It would have been Luis Orozco.

Councilor Harris: What we have is a statement not an invoice. There needs to be some back up on this. I understand why it was needed, it seems that TLC did a good job for us, but we have no back up to itemize the expenditures. Mr. Orozco should report to you Mr. Jones.

Mr. Jones: I apologize it was not in the packet, I will e-mail to you and get it in packet for city council.

Councilor Harris moved to approve the Ratification of Contract 2013-027 914-230 in the amount of \$57,026.53, procured through Cooperative Educational Services (CES)/TLC Company, Inc. dba TLC Plumbing and Utility utilizing Contract # 2013-027 941-230TLC for the emergency repair of a Natural Gas Leak at the Wastewater Management Division; TLC Plumbing, second by Councilor Lindell, motion carried by unanimous voice vote.

- m) **Request for approval of Amendment No. 4 to the Professional Services Agreement in the amount of \$20,000 for an amended total of \$3,400,000, inclusive of NMGRT, for advertising the Artist in Residence Program for FY 2018 (November 2017 through February 2018); Fuseideas LLC. (Randy Randall).**

Councilor Villarreal: Can you provide me with information on the Artist in Residence program; I know this is new.

Mr. Randall: Artist in Residence Program is a concept that came to us through the Hotel Industry where the Artist would work in Hotels for art demonstration the months of December, January and February. We have about 11 hotels participating. The artist at certain times in the hotel will be painting or sculpting, it is an interactive experience for visitors coming to Santa Fe.

Councilor Villarreal: Is it a display of their art? Does each hotel host?

Mr. Randall: No, they are interactively doing their art with visitor participation. The Artist and Hotel make their own arrangements with the Artist for a 3-month period. Some hotels use a different artist each week.

Councilor Villarreal: Will the Arts Commission continue as a partner in this program?

Mr. Randall: We reached out to the Canyon Road Art Association and Arts Commission to let them know about the opportunity. We will evaluate after this year, as it is a new concept. The \$20,000 that we have asked to be added to the Fuseideas Contract will be matched by \$20,000 in the contract, so we are supporting this program with \$40,000 of advertising. We are glad that we have something going on this winter besides skiing as the ski season is hurting right now. This was a new concept to promote, people today are looking for experiences when they travel as opposed to just going in to a gallery and seeing paintings, they like to see them being made.

Councilor Lindell: Did hotels throw any match?

Mr. Randall: No, they did not, they are incurring the cost of the artist being there, they might be providing other in-kind services and we are providing the marketing. We will be providing \$40,000 of advertising towards this effort.

Councilor Lindell: Page 3, Professional Services Agreement, Item #17, how do we know on a daily basis they are providing the work items listed? I'm on FB every day and I haven't seen anything about this? Can you look in to that? I don't know anything about it?

Mr. Randall: You probably would not see it; we are concentrating on marketing 60+ miles and beyond. It is targeted to the visitor. If we continue the program in another year we would need to evaluate how it did. This item came forward through the Lodger's Association.

Councilor Lindell: We should be tracking if they are doing it daily.

Mr. Randall: Arts Commission was willing to budget at \$20,000 and the only way to move it to Fuseideas was to amend the contract.

Mr. Johnson: That is accurate. The contract for Fuseideas is in excess of \$50,000, beyond their scope, so it does ask for approval from the Governing Body.

Chair Dominguez: Is there anything is on the original contract that captures these contingencies?

Mr. Randall: We do but the Arts Commission was willing to fund this to the tune of \$20,000 and the only way to move it in to the Visit Santa Fe budget and let Fuseideas spend the \$20,000 is to amend the contract and add the \$20,000 to it. It is \$1.6 million dollar contract but the only way to add the \$20,000 is to bring it through Finance and Council.

Mr. Johnson: This is accurate and it was at my request that Mr. Randall bring this contract to Finance Committee as the contract is in excess of \$50,000 and it will require governing body approval. It is not arguable that this is out of the scope of what they are already doing.

Chair Dominguez: Let me ask in a different way, when we gave Fuseideas the original contract. Why are we moving it and making the contract grow?

Mr. Randall: We contracted that through Tourism Santa Fe.

Chair Dominguez: When we did that through Tourism Santa Fe, this \$20,000 existed in the Tourism Santa Fe budget and we are just moving it over?

Mr. Randall: No, this \$20,000 exists in the Arts Commission budget and we are moving it in to Tourism Santa Fe to support this effort.

Mr. Johnson: You are really taking action on the contract, and modifying the contract to increase the amount. They already have \$20,000 in their budget and we are adding the match of \$20,000 for a total of \$40,000. The budget request to move the money falls under the City Manager's authority to move it within budget. Procurement process requires because the contract is beyond \$50,000 and it is not a scope outside of what you have already approved, that the contract be amended at the governing body level.

Chair Dominguez: So the governing body is well aware of this money being moved around?

Mr. Johnson: No, it is that the contract is getting bigger. The intention is that the Governing Body is aware that the contract is getting larger.

Chair Dominguez: Why is the contractor's agreement getting larger?

Mr. Randall: This was the only way we could move these funds in to Tourism Santa Fe and have Fuseideas spend them otherwise we would have taken the Arts Commission money of \$20,000, I would have spent \$40,000 out of the existing contract and the \$20,000 would have been spent for other ways than what the Arts Commission intended.

Chair Dominguez: When we hire Fuseideas we give them so much money to do a job and you would think that there would be money in that contract for contingency, because it almost brings up the dilemma of a previous conversation, is that going to happen for every new kind of program that comes in place.

Mr. Randall: It would only come before you if in fact it was new money coming in for a stated purpose that needed to be used by Fuseideas. It is because it is new money, we have contingency funds but in order to utilize the \$20,000 from the Arts Commission we had to come back and modify the contract.

Councilor Villarreal asked the question; if the contract amount is going up, is that the number one would consider at a time of renewal?

Mr. Randall: I understand what you are saying and no, it would not. We set an amount each year that is different. In the last 3-years because of the interest in Lodger's Tax each year the amount of the contract has been greater than the year prior. If we had a sudden down turn in Lodger's Tax, this would be one of the few areas that I have where we spend considerable dollars where we can adjust our budget up and down.

Mr. Johnson: Also to add an additional control to that, original contract was \$900,000 and as Mr. Randall has said, that was anticipated to be their annual spend, they assess on an annual basis and they change this amount up and down based on what they can afford to spend. When you have that control in place in addition to at the 4-year term the process would require at a new RFP, you would look at the services to be provided and the director would decide on the scope of work and cost.

Councilor Villarreal moved to approve Amendment No. 4 to the Professional Services Agreement in the amount of \$20,000 for an amended total of \$3,400,000, inclusive of NMGR, for advertising the Artist in Residence Program for FY 2018 (November 2017 through February 2018); Fuseideas LLC, second by Councilor Lindell, motion carried by unanimous voice vote.

- p) Request for approval of Professional Services Agreement in the amount of \$696,821.52 inclusive of NMGR for CIP #518B HVAC replacement construction Scope of Services at Fort Marcy Recreation Complex; B & D Industries, Inc., ABOC. (Jason Kluck)**

Councilor Harris: Did you get my e-mail with some questions?

Mr. Kluck: No I did not.

Councilor Harris: M&E Documents, there are two sets; one plus the addenda incorporated were in June. The rationale for third party procurement doesn't seem to be particularly valid any longer, it had to do with cold weather work so by the time you get this contract in place, written, go through the submittal process, you will be well passed the cold weather. I question the rationale for this third party procurement. Did M&E review the proposal and recommend B&D.

Mr. Kluck: Yes they did and B&D was not on the project originally, I am shepherding it through at this point, I take responsibility for it. B&D was already being entertained back in May.

Councilor Harris: When you say entertained, was this essentially being negotiated?

Mr. Kluck: Yes, as we have discussed before with CES projects it gives the city the flexibility to own the project to the budget so that was the hope in this case and that was also the decision that was made by the Facilities Division at that time when it could have easily gone to bid.

Councilor Harris: I think this one should have been bid out, the only good news is, you have budget that was \$800,000 or so.

Mr. Kluck: \$772,013.61.

Councilor Harris: The document ends up, I know you end up with \$75,192, with what you call contingency. Will M&E, are they under contract now to provide construction phase services?

Mr. Kluck: Yes they are, I am amending their contract as we speak because the 4-year term will end December 17th of next year. It was amended once to extend the time period and add a little bit of money for construction administration and some other things. Short story, yes as long as that amendment goes through.

Councilor Harris: Does the fee for this job include construction administration?

Mr. Kluck: Yes it does.

Councilor Harris: We have had that conversation, that is what we should be doing and often times that is not the way it happens. I am glad to hear that. I am pleased to hear that we have

contingency at \$75,00 and we don't need to worry about additional design fees, I'm sure there will be something to draw against that. Is it typical for facilities to keep test and balance within the contractor's contract, which is sometimes problematic? I would encourage you to look at some on call services; particularly in test and balance, some are better than others. I see as a line item B&D will be bringing test and balance to the job.

Mr. Kluck: Yes that is correct, they will have test and balance.

Councilor Harris: I would like to know who that is. I will have a separate conversation with you and others in Public Works as to why we are using the 2007 AIA documents; they have been updated since 2007.

Mr. Kluck: That is correct, the 2017 documents will be coming on-line next October and we will be required to start using those. We are in the process, as we speak, of modifying those to use with the city.

Councilor Harris: They were updated in 2012? I know there has been one update since 2007. What you are telling us is that you are looking at the 2017 document.

Mr. Kluck: We had an inexperienced Project Manager who is no longer with us, that is the first thing. Secondly, the guidance for the scope of the project wasn't clear on which units had to be replaced, that took some time and the approval process.

Councilor Harris accepted the answer. The scoping question, was that on the facility side or was that on the M& or Engineering side?

Mr. Kluck: I am obligated to say that M&E and B&D were slower than I anticipated on the design and bidding process. The main debate was if the pull unit had to be replaced which added another \$680,000 to the budget. We had facility/maintenance weight in on it after we had already gotten clear drawings from M&E and this is the reason for the addendum that shows the pull unit did not have to be replaced immediately but that we should replace all the other immediately. We went back to M&E and B&D and got the drawings modified, had them re-bid, they had already bid the project several times at that point.

Councilor Harris: One of their exclusions is the pull unit.

Mr. Johnson: We will follow up with IT, on why e-mails are not going through.

Councilor Harris moved to approve the Professional Services Agreement in the amount of \$696,821.52 Inclusive of NMGR for CIP #518B HVAC Replacement Construction Scope of Services at Fort Marcy Recreation Complex; B & D Industries, Inc., ABOC, second by Councilor Lindell, motion carried by unanimous voice vote.

Chair Dominguez: Why wasn't this bid out?

Councilor Harris: The project hasn't been well managed by the Facilities Director and Project Manager and it wasn't scoped out quite as well as it should have been. Justification doesn't have merit as it has to do with cold weather.

Chair Dominguez: It says replacing the HVAC equipment and we aren't just replacing the HVAC equipment we are redesigning.

Mr. Kluck: You are correct Mr. Chair we are not just replacing the HVAC system, it is modern equipment that is being added to the facility. But it is replacing existing equipment that will have the same function.

Chair Dominguez: Program Constraints of the Facility: What is that? Is it mechanical constraints is it the activities in the facility. Under the current schedule there is a sentence that bidding out the current project there is not conducive due to constraints.

Mr. Kluck: That is basically due to the cold weather so we don't have to have a shut down. We are not planning on one in any way.

Chair: It says coupled with, I got the cold weather part but are we going to have to shut down parts of the facility. The reason I am asking is because there has to be close consideration and communication/collaboration with Recreation so they know well ahead of time of what is going on and the public can be well aware that the gym might be closed, etc., otherwise we will get complains on facility closure and information.

Mr. Kluck: I apologize I don't know why I wrote it that way at the time. B&D has it in the pricing to absolutely minimize the closure.

Councilor Harris: I have one last question, it says Public Works Committee approved on consent; were there questions that came out of Public Works?

Mr. Kluck: There were no questions.

q) Request for approval of Amendment No. 5 to Professional Services Agreement in the amount of \$4,000,000 for on-call roadway and trails construction services FY 2018/2019 and to extend the term by one year to February 2, 2019; GM Emulsions. (David Catanach)

Councilor Harris: Mr. Catanach confirmed he did receive the e-mail. I asked for a recap of the recent Zia Road project the original estimate, GM Emulsions did that project and I consider it a successful project in terms of how it was sequenced. I am in favor of the approach we are taking with revenue bonds associated with the gas tax and the 2-year program, I want to hear for my own purposes as well as others on this project. .

Mr. Catanach: Mr. Catanach prepared a summary (Exhibit A), project went very smooth. We did have some issues if you recall, it has been a while it rained during the middle of the project and we had to sectionalize it; they were also having problems with the plant. We had them go back to the dip because there were some quality issues they didn't like. They accommodated us and they made the transition smoother. If you look at the spreadsheet was broken down in to two, this is for the paving only. There is more to come, we have to do ADA improvements and some cubing gutters, this was for the paving done in place. There was a cost for \$146,400 for the grinding of the road and the estimate was for \$988,000 so that comes out to a total of \$1.325 million. As you see that is where we have been making our progress payments. We still have one that they are going over and we think it is going to be for approximately \$88,000, the difference is \$108,000; we were under about \$108,000. As far as the bulk of this project we have completed most of it.

Councilor Harris: This went really good. Overall performance for GM Emulsion.

Mr. Catanach said they have been satisfied with their work. They are proud of what they do and are very responsive. If they have issues we talk to them and negotiate, they come back and take care.

Councilor Harris: GM Emulsions is a local firm. Last thing, I drove it twice today, Calle Comercio, it is parallel to Siler, and it is probably one of the worst roads. There are businesses in this area that are paying GRT.

Mr. Catanach: It is on our list of bad roads, and we will address.

Councilor Harris moved to approve Amendment No. 5 to Professional Services Agreement in the amount of \$4,000,000 for On-Call Roadway and Trails Construction Services FY 2018/2019 and to extend the term by one year to February 2, 2019; GM Emulsions, second by Councilor Lindell, motion carried by unanimous voice vote.

Chair Dominguez: Century Club?

Mr. Catanach: Century Club was one of the original we did on call services for. They recently folded, we can't access them anymore; they did not have the personnel.

Chair Dominguez: GM Emulsions has done work for us in the past, they have done large projects.

Mr. Catanach: They have done large projects for us throughout the city, not only for us but for Engineering and the Water Company, they are responsive to our needs and they are flexible too which helps us out a lot.

Councilor Harris: The unit pricing is that the same for the firm on call services or does the firm get to submit their own on unit pricing.

Mr. Catanach: Each firm gets to submit their own unit pricing.

- u) Request for an Ordinance Amending Section 11-4 to increase the contract approval and budget adjustment amount the City Manager is authorized to approve; adopting the State of New Mexico Procurement Code as the Purchasing Manual for the City of Santa Fe; and adopting additional exemptions from the Procurement Code. (Councilor Lindell)**

Councilor Harris: The amendment that is proposed by Councilor Maestas, on page 5, line 7, is that accurate? It shows up as F, we have two FF's in the ordinance, it needs some clean up.

Jesse Guillen: #2 in the sub-sections, second one should say G, Amendment says they will be re-lettered.

Councilor Lindell: We hashed this out, I thought that this was coming from Councilor Rivera; did he work on this also?

Mr. Guillen: I worked on this with Mr. Martinez from the discussion that came from Public Utilities.

Councilor Lindell: Who was employed in what areas, I asked them to bring an Amendment and I think it complicates it.

Councilor Harris: I don't have a problem with it being there, my only issue was I didn't see #2 the re-letter, my questions are answered.

Councilor Harris moved to approve the Request for an Ordinance Amending Section 11-4 to increase the contract approval and budget adjustment amount the City Manager is authorized to approve; adopting the State of New Mexico Procurement Code as the Purchasing Manual for the City of Santa Fe; and adopting additional exemptions from the Procurement Code with the Amendment, second by Councilor Villarreal, motion carried by unanimous voice vote.

Councilor Lindell: I can't support the Amendment; I am certainly willing to give it more work.

Mr. Johnson: I am not sure that you are being asked to approve the Amendment, it isn't in the caption

Councilor Villarreal: It should not be all or nothing, I think we need an amendment.

Councilor Harris: ABQ, labor pulls; it is cumbersome and hard to manage, if something can be set up,

Chair Dominguez: Lindell can you

Councilor Lindell: The intent was that we were seeing to many contracts that were going to resident businesses and then we were seeing some parts of the contracts where they were hiring subs outside of the local area and they were getting at that time 10%, there were businesses that were getting a sizable push and these were on big contracts and they weren't hiring locally and it wasn't the spirit of the ordinance. It was about trying to correct that. I am willing to move it on and work on it before city council.

Councilor Villarreal: We asked for input from the Santa Fe Homebuilders Association, I think they have some good insight on this.

v) Request for approval of an Ordinance Amending Section 14-3.11(B) of the Land Development Code to require public posting of Construction Permits for properties that do not abut public streets or roads. (Councilors Lindell and Villarreal) (Noah Berke)

Councilor Harris: Why is this necessary and I asked Councilor Lindell about a complaint from a gated community? Was it because there were some complaints from those in a gated community? I don't know why this is necessary; maybe the sponsors can explain this to me.

Councilor Lindell: I don't know if there has only been one incidence, there has only been one person that contacted. I haven't been here all these years but I know there are people that have had that situation where they felt like that happened and it wasn't particularly neighborly. We are changing one word in the ordinance that requires an applicant to put up one extra sign so that anybody who lives in a public street or aside a gated area would know that, and I think this is fair for those who abut those properties.

Councilor Harris: What is driving this? Is it the incident that was reported to you?

Councilor Lindell: An application was made for putting up a very, very sizable home within a gated community that towered over some homes that were not in that gated community and they had no idea that a building permit or an application for one so when the house was permitted, started and built they were put upon that they had no knowledge of it. When someone puts up a notice within a gated area doesn't provide notice to the neighborhood.

Councilor Harris: If it is a permit for a lot that is already platted there would not be an ENN.

Councilor Lindell: If they were asking for any kind of a variance we have no idea that was being requested.

Councilor Harris: This has to do with building permits.

Councilor Lindell: This has to do with the entire building process.

Councilor Lindell moved to approve an Ordinance Amending Section 14-3.11(B) of the Land Development Code to require public posting of construction permits for properties that do not abut public streets or roads, second by Councilor Villarreal, motion carried, Voice Vote: 3-1

Vote: Councilor Harris: No

Chair Dominguez, Councilor Villarreal and Councilor Lindell: Yes

Councilor Villarreal: Land use could give us more insight on this at the next meeting.

Councilor Harris: I don't know why this is necessary.

Add Councilor Dominguez as a Co-Sponsor.

- x) Request for Approval of a Resolution in Support of the 'New Mexico Grown Fresh Fruits and Fresh Vegetables for School Meals Program' State Legislation. (Councilor Villarreal) (1st item on agenda)**
- z) Request for approval of a Resolution supporting 2018 Farm Bill Priorities as a means to securing a regional food system that is just and accessible for all members of the City of Santa Fe.**

Councilor Lindell: Reference Page 2 – Now Therefore, is this plain support of federal legislation because when I see this starting to talk about securing the infra-structure necessary for local and regional good and agricultural systems to thrive, I start to get worried that we are going to be asked to commit monies. I want to be absolutely clear that this, as presented to us, has no fiscal impact and no future fiscal impact.

Councilor Villarreal: This is in support of federal legislation, it is looking at federal funding and so it won't have any direct fiscal impact on Santa Fe. If this federal Farm Bill money doesn't come through than some of the items that we are wanting to focus on around the local and regional food systems, we will be in a touch situation for New Mexico which will then compromise the local programs which will then trickle down to communities whether

through state funding programs. The majority of these are federal funds that you can apply for through the USDA, SNAP program for example, that can affect us but it will have an indirect impact on our food security. It doesn't directly impact our fiscal responsibility around us; it will impact a lot of the non-profit sectors and also the monies that are allocated at the state level.

Councilor Lindell: I just want to make clear where it says no commitment of monies from us.

Councilor Lindell moved to approve the Resolution supporting 2018 Farm Bill Priorities as a means to securing a Regional Food System that is just and accessible for all members of the City of Santa Fe with the Friendly Amendment to move on to our Congressional delegation, page 16, maybe it should say under the purview not preview and add language about providing these recommendations to local and federal representatives, second by Councilor Villarreal, motion carried by unanimous voice vote.

Councilor Harris: Clarification: Recommended provisions, are these recommended provisions already within the Farm Bill or are we saying we would like to see these added to the Farm Bill.

Councilor Villarreal: There are recommended provisions that various groups, specifically the Food Policy Council, under our auspice of the City of Santa Fe, are recommending to support and they are going to get state legislators to try to support this. The Farm Bill only gets done every few years and I think there is a greater chance that some provisions might get excluded this time.

Councilor Harris: I think it is well written, it is specific to different programs, whether it is SNAP or other programs that I was not familiar with. Again, I just wanted clarification, these recommended provisions are current as far as you and others know are not in the farm bill right now.

Councilor Villarreal: I am not sure, some of them actually might be but they have possibilities of being eliminated.

Councilor Harris: As we normally do with something like this, we close by saying we are going to pass this on to our Congressional delegation, our state legislators, perhaps if some Amendment could be drafted with that kind of standard close, I think it would be good. I think on Page 1, line 16, it says under preview and it should say under the purview.

Councilor Villarreal: Thank you, we will make the correction and add the language to provide the information to our congressional and local state legislators.

a) Request for Review, Direction and Possible Approval - Median Re-Development Project.

(Richard Thompson)

The city is continuing to undertake initiative to update the city's medians, CIP Median Improvement, 32308 to improve the aesthetics while improving the storm water retention, reducing visual obstruction and creating sustainable maintenance routine. This informational item will illuminate the next proposed steps in accomplishing these goals. The scope in this packet includes the proposed design and construction management through the cooperative educational services of New Mexico. The recognition of critically important intersections

which we refer to as nodes and the reaches of thoroughfares within these nodes which we are referring to as transitions and six conceptual renderings for appropriate treatment of the median and roadway dimension. Having read to you the memo, I will stand for questions.

Chair Dominguez: I know that the Parks and Recreation Management Plan, is this anywhere addressed in that?

Mr. Thompson: Not the remediation or the development but the maintenance of medians in mentioned in the master plan.

Chair Dominguez: I know that in the past we have approved several pieces of legislation that basically was require medians to be built so there was a least amount of maintenance required and that does not seem to be something that has been followed or implemented or enforced or anything else.

Mr. Thompson: Chair Dominguez; that is my observation as well.

Chair Dominguez: Is that an internal problem? The Governing Body passed and previous occurrence have indeed passed legislation to make those things happen at the highest level of government or at least at the local level, there are mandates that have been approved. Are those internal miscommunications?

Mr. Thompson: Specifically we refer to the Landscape Guidelines for Median and Roadways which is a part of Chapter 14 in the Land Use Code, specifically brought up in the Development Code as well when developers are building sub-divisions they are required on certain thoroughfares to add medians and roadside landscaping. Immediately below that provision in the Development Code it requires Park maintenance for those areas. This is something that we have questioned before in front of this Committee and the Governing Body. Second of all it states in the Landscape guidelines that any area less than 5' wide will not be landscaped but will rather be paved with appropriate colored concrete. For example between Rodeo Road and Siler we have a number of turn lanes accompanied by () a piece of concrete that stretches out from the broad median. In most cases it is less than 2' wide and invariably on that stretch of road between Rodeo and Siler, Cerrillos has landscaping in all of these areas, less than 18".

Chair Dominguez: I know that this is a median redevelopment project and something has to be done, we can't continue to go the way we have been going. When it was brought up in the past on how we could make it as maintenance free as possible someone said let's just concrete everything. Is that something that is being proposed?

Mr. Thompson: No sir. We know that green plants and green things have a calming affect on human beings and aids in soothing frayed nerves, etc. It has a calming effect on motorist and pedestrians alike, we have no intentions of removing all of the landscape in the medians but we would like it to be a manageable approach to landscaping which includes a soil modification, perhaps a different plant palate. Plants are easier to maintain that will thrive and survive in the hostile environment.

Chair Dominguez: What is the funding source?

Mr. Thompson: The CIP budget, which was approved in 2015-2016 and we didn't get anything done that year. We had 5-meetings with the public entities that wanted to be involved.

Chair Dominguez: Did that get carried over or was it re-budgeted?

Mr. Johnson: I would need to see if it was re-budgeted or carried over.

Chair Dominguez: What is the total capital budget for 17-18?

Mr. Johnson: For the entire city of Santa Fe Capital Budget it is \$175,000,000.

Chair Dominguez: On the timeline, is this a 3-year process?

Mr. Thompson: It was a 5-year CIP and we are entering our 3rd year in July of 2018. We are yet to contract the services. There has been a lot of discussion on how we were going to execute this CIP, we have gone through two project administrators in facilities, and a new hire has suggested that we go through CES to expedite the process of securing the services of a design.

Chair Dominguez: I don't understand, this is a 3-year program would there be 2-years left?

Mr. Thompson said there are 3-years left and it was a 5-year program.

Mr. Johnson: You appropriate on an annual basis, you approve a 5-year CIP and a 1 year budget and 4 years of capital planning.

Chair Dominguez: The reason I am asking is because what assurances do we have that it is going to be done, especially since we have been budgeting all these years?

Mr. Thompson: Our route out of here is to go with CES and hire a pre-contracted amount and design construction management service and to start contracting hopefully by April of this year on some of the menial work like the demolition and concrete for those strips less than 5' wide. Our priorities are to work with the governing body to set priorities; we do need to identify key nodes and multiple areas of town including the entry ways off of I-25, US 285-84 coming in from the North valley. There are several nodes that we have identified amongst the team we have at the Parks Department, we would like input from the Councilors on important intersections in their districts which would require normal treatment, and we would measure and execute the transition of nodes. Some of the intersections that we recognize as requiring a little more attention are Rodeo and Cerrillos Road, Cerrillos Road and St. Michaels Drive and entry ways on Old Pecos Trail.

Chair Dominguez: We need to identify the process, is it fair and equitable based on the money and the plans. We don't need to approve anything tonight. I would like to identify the priorities first. I don't disagree with the scope of work or conceptual development; the more important thing is where or what are the priorities. Is it certain intersections, if so what are those intersections. Nodes are interesting to me because to me there could be a ton of them. What kind of process are we going to go through with intersections?

Councilor Harris: I spoke to Mr. Thompson last week, he sent me the beautification of medians and integrated approach which was presented in 2017, more detailed from the version we have tonight, how is this going to be integrated?

Mr. Thompson: When I started here our operating budget was tied in to CIP Bond Park Maintenance #32754, I was told I would lose \$1.4 million out of operating budget in the next 2-years. That budget was predominantly for median maintenance and other expenditures. We came up with the CIP median remediation as a way to keep these same individuals to work. It was also to conquer the maintenance nightmare of median improvement. We spent a week in developing the CIP, we turned it in and it was approved and then in August of 2016 we were directed to come up with a 60-day plan which became the plan you are referring to right now. We went to Budget hearings and we were told not to hire a Project Administrator for this project so we went back to the drawing board.

Councilor Harris: I just want to know; because there are staff recommendations a-f, does this still have validity. F is a combination of everything, there is a lot of detail, IPM strategy for median remediation, is the same level of information going to be provided to Governing Body, is it scheduled, if so we need to acknowledge this document. The other thing when speaking to the City Manager and Mr. Thompson, whether this is a 3 year or 5 year, this is primarily capital improvement. My concern right now is; what is our plan for dealing with the weeds that know we are going to get in our city, we will need to have this addressed.

Mr. Thompson: We did bring forward two proposals. The Governing Body approved 14 additional median employees. We increased our temporary seasonal employees to 14. It was hard to get 14 on board, as a matter of fact; no day from the hiring date to maintenance period do we have all 14 on board. This is a recurring problem depending on seasonal employees.

Councilor Harris: We are getting an earlier start. District 4, we need to make sure we have money in the budget right now for the seasonal employees, get started early enough for the weeds.

Chair Dominguez: We specifically asked the City Manager if the money would be available when they needed to be available so they could get people hired. It is a combination of a lot of things internal organization and what workforce is available.

Mr. Thompson: We advertised today for the maintenance workers.

Councilor Villarreal: I don't think we should equally distribute the money to each district, there is a greater need as we have been talking about District 4 and I would prefer us looking at how median need and funding has been prioritized, and I believe there is a need in other districts.

Mr. Thompson: We have an agreement with the NMDOT to maintain a number of thoroughfares from property line to property line. We also have an agreement with Storm Water, which is storm water collection and conveyance and we work closely with them. We enjoy taking out the Siberian bushes. In terms of those medians that have been neglected, we use the citizens concerns as a driver to address medians and we schedule as best we can.

Councilor Harris: This is for the City Manager to work on.

Councilor Lindell: The initial request was to increase storm water retention; I don't read anything about it under the summary.

Mr. Thompson: We propose to use permeable paving in some of the areas that we propose to pave is not in the proposal. We propose to amend soils heavily to move away from the compacted crusherfized to a looser more organic sandy _____ that will allow infiltration of storm waters instead of sheet flow across the surface and back out in to the gutter. We have worked with John Romero, Traffic Engineer in discovering the boundaries where we can excavate and improve infiltration on storm waters there. This will be the quietest and least noticeable of any of the improvements and they will all be under ground.

Councilor Lindell: I would just throw out the comment, I don't think that trying to do this by District is important and I don't want to see this process politicized. There are areas that have been neglected and have much bigger need and we need to do this by the greatest need priority. I am concerned, how is the money budgeted for the design, how do we determine how much we are going to put towards design. We have seen some projects where design eats up the budget. I am curious as to how much we are willing to put up towards this design.

Mr. Johnson: I don't think we currently have the information to allocate the budget. We will come back with actual project specifics, design and budget.

Councilor Lindell: I would like to see the budget and list prior to the work being done. At the soccer field, a lot of the appropriation went to the design. It talks about every intersection, we have the ability to identify those intersections; they don't all need to be individually designed. We can come up with 4-designs instead of 180 designs and make a few adaptations instead of having 180 designs. Where does irrigation come in on these projects?

Mr. Thompson: I have a lot of information on irrigation, all of the tree organization that I have found is a bubbler, that won't provide water to the trunk of the tree, we will try to eliminate.

Councilor Lindell: I just don't want to repeat what we did in the past, we put in trees and then they died for lack of water. I certainly don't want to plant trees that are dead within 3 years. I hope this comes back to us and I would like it to be tied in to storm water.

Chair Dominguez: We need to maintain continuity with the Finance Director, we need to stop making the same mistakes and learn from them; that was the intent when we changed Chapter 14, to design public medians. Show me something that is maintenance free. What does the committee want to do? Do you want to send it to the governing body, do you want to see priorities; maybe it is one priority with the cost plan.

Councilor Harris: It needs some work and we only have a short term plan. I want to see our constituents enjoy their drive and not have to look at weeds. I would like clarification on what we are approving right now? As we move towards the next FY, there needs to be an integrated approach. Beautification to the medians, the document we have now does go in to some of the variable. The updated document, nodes and transitions that should provide more clarity this spring and the coming year.

Councilor Lindell: I don't believe this is ready to go to council; we need to see the budget and the priorities. I am not sure what we are asking for. I would like it to come back to finance so

we know what we are asking for. This needs a fair amount more discussion by the Finance Committee.

Chair Dominguez: Mr. Thompson, you need to come up with professional recommendations on how to get these things down.

Mr. Thompson: We came for guidance, nothing needs approval. We needed guidance and we got that tonight. If we can come to the next Finance Committee meeting; but not before the next city council meeting we can provide you with the information as we have discussed above. Thank you.

b) Update on Professional Services Agreements for Poverty and Climate Solutions/Verde Fund. (Alexandra Ladd)

Chair Dominguez stated that he was interested in the finances and how much revenue has been generated from Land Use because that is the way we said we were going to pay for?

Mr. Johnson: I did discuss with Ms. Martinez to be here but she could not be in attendance. We need to separate the funding of the Verde Fund vs. the activity from Land Use. Funding of the Verde Fund was originally in the budget of \$300,000. The RFP process essentially caused Alexandra to request the \$300,000 to remain in the current budget and that is what is in there. The fees needed to fund that \$300,000 was in the first budget that the Governing Body approved for 15-16. I have seen documents and I don't have them in front of me, Alexandra has done presentations about the volume of permits they have been issuing significantly higher volume under constraint staffing. Analysis for future funding of the Verde Fund certainly requires the continual analysis of the Land Use revenues; even whether or not you want to tap that source for this. It could come from an entirely different source. At the time it was available because of the estimated uptake in construction during that budget process. I don't think I provided you the answers about their activities or what they are producing, but I can assure to you that the funding originally set for this is still being used and is not connected to any on-going land use activities.

Alexandra Ladd: If I could build on that because we always assumed it would be a one-time funding allocation in the RFP process. We requested projects that could build on existing programs or current capacity to provide the services as well as a 3-1 leverage match in-kind services requirement with this idea that the initial Verde Fund would propel current projects to expand, innovate to grow beyond that initial allocation and thus sustain their own _____ moving forward.

Chair Dominguez: I was under the impression that this was a 1-year initiative and supposedly it was going to be paid out of Land Use. The revenue we anticipated would come from Land Use.

Mr. Johnson: The Verde is, we carried it as a continuation of the previous RFP process really caused the timing in which I error. Because it is in the general fund you could say all types of sources are funding it, the original allocation was \$300,000 and the uptake that remained in place didn't change, it is still considered a one-time program so it's not based on the recurring or the need for recurring uptakes to keep going.

Ms. Ladd: It was my understanding was that the funds were set aside to be moved in to the new FY and that we would not create any program that would rely on future funding.

Chair Dominguez: I need something that tells me that.

Councilor Harris: I would assume that we would have this discussion because it was at one time somewhat expedient in terms of how we were going to fund it. I assumed we would have this discussion during the budget hearings about whether or not we would fund it again for another year. The pace they are going with Homewise; they only have 2 so far. It doesn't seem like they will be able to put all the money in service this FY.

Ms. Ladd: Because of the complexity of these projects and it took a while to get the PSA's in place, we created an 18-month time frame and there was a lot of marketing that had to happen to get the programs rolling and the funds flowing. I don't think Homewise is going to have any problem getting 5 homes financed with the Verde Funds by the end of December 2019.

Councilor Harris: If that is the case they probably have enough time. Again my point is what happens in the future. We can wait until budget hearings and at that time I would look at more than just funding from Land Use fees to fund this.

Mr. Johnson: If I could offer an alternative description, there is definitely in the budget line item specific to do this requesting essentially re-appropriation to get the money over. Had that not been approved by the Finance Committee at the time, than ultimately the Governing Body not approve that then the general fund balance itself would have increased because it would not have been spent it would not have been allocated. Or the other alternative would have been to fund an entirely different program and the fund balance would have been equivalent to.

Councilor Harris: That answers one of my questions by the fact that there was an 18-month timeline. That gives Homewise enough time to get money out the door. I am intrigued by the description of the BCIC; I will follow up with Ms. Ladd, I would like to see what they are physically about. I will arrange that tour through Alexandra. There is a long list of accomplishments; I would like to see this. I identify with Homewise, Mike Loftin and I can't put a face to the activities.

Ms. Ladd: The project is headquartered at the Youth Works office; most of the activity either takes place out in the field or at the Community College where the food is grown.

Councilor Villarreal: I would like to have a tour again. I was trying to understand, Homewise was focusing on solarizing of homes and homeowners are in less than 80% AMI, can you give me a number in terms of income?

Ms. Ladd: It is about \$45,000-\$48,000 a year for a family of four. It is adjusted according to family size.

Councilor Villarreal: Another question was on the part-time jobs that were created, are those still on-going? I was looking at the culinary program, greenhouse management, it seems like those are somewhat reliant on the season.

Ms. Ladd: They are somewhat seasonal and somewhat part-time but the idea is that the activity will last the duration of the project and hopefully spring board in to a new independent project somewhere down the road. I would say that the capacity of Youth Works in certain areas to provide the skills development and education in the work force training,

that infra-structure was there. Youth Works has had a culinary program for a long time; they have done a lot of the Watershed cleanup, so to that extent that infra-structure was there already but the actual job itself is being funded as a new job from this project.

Councilor Villarreal: Maybe that would help for us to see the budget that went towards jobs. The original RFP had the budget of what was going to go towards jobs.

Ms. Ladd: The approval of the PSA's had the budget.

Chair Dominguez: That kind of information would have been helpful to me.

Councilor Lindell: We had a one time funding of \$300,000 and the source of funding came from Land Use.

Mr. Johnson: That is essentially and theoretically correct, we made a decision during the budget hearing in which additional revenues came forth and a request to use a portion of those for the Verde Fund.

Councilor Lindell: What you are saying, that is essentially and theoretically correct, what really happened?

Mr. Johnson: What you're running in to is, that the general fund has many sources of cash and all of these funds in the General Fund are essentially non-department, they are not applied to any specific department.

Councilor Lindell: This was a one-time funding and if what you are saying is that this is to continue we need to find a place in next year budget in the general fund to continue this funding.

Mr. Johnson: Or other funds, that is correct.

Chair Dominguez: Thank you Alexandra for the work that you have done. Initially this was something that was more politically driven and that may have contributed to why it was taking so long to get some of this done. Eventually we were able to pair it down and recognize that there is correlation between poverty and protecting the environment, so I think you did a very good job at connecting those dots. There wasn't clarity when this first came out. The ultimate question is what are the indicators and the outcomes, did it work, was this idea of coordinating poverty and the environment, how do we know that it actually happened, would we consider it in the future. How do you measure it, whether it was jobs, protecting the environment; taking people out of poverty and I want to thank you for that and I don't know if you have that information.

Ms. Ladd: The two projects address the challenge and it would have been very easy in the beginning to be prescriptive and say solar panels on housing authority units, done. We decided not to take that road because we wanted to inspire creativity and innovation because this is a really unique challenge. We don't have a lot of programs set up to address both issues, we don't have funding sources set up to address both issues, and we don't have the same people working on both issues. This brought a lot of things together that intuitively and logically make sense but there weren't a lot of ways to do because they hadn't been done before. We kicked the door open and said bring your own money to the table and you capitalize on existing capacity so we are not throwing this money away to create one new

program because we knew that was going to make the money go farther. The two programs, Homewise Program looks at how do you reduce long term energy cost and that is easy through solar energy, but that also helps a person through long term affordability, housing stability if they don't have to worry about what happens in 20 years, we don't know what the environment is going to look like and energy costs are fluctuating wildly, it creates a buffer for somebody by reducing their carbon dependence. This is one way to do and it is easily measured because we can look at how much carbon a solar panel saves, we can measure energy cost. I think at the end of the project we will be able to measure that. The community collaborative is more complex on so many levels; it involves 8 different partners and all these different activities. I believe what it strives to do is to life people out of poverty through programs, projects and activities that are actively reducing carbon emissions, localizing food sources, growing food really efficiently thinning forest to help with wild land fire. Again, we can measure, we can measure the harm reduction to some extent and we can measure the positive outcomes for those individual people. It is not a science it will be an art and a science to do that but I think we can get some good numbers out of it.

Chair Dominguez: Councilor Harris, to some degree you are correct, this is a conversation that needs to be had during the budget process. This is information that needs to get out sooner than that because there are people from the public want to know what ever happened to the Verde Fund. I don't know if I want to bring this to the next meeting or the one after, but at some point we need to disseminate this information to the public.

Mr. Johnson: Mr. Chair, I will be happy to make sure that Mrs. Martinez attends the meeting when we discuss this topic. It didn't help that the word fund was at the end of the name, it is not a fund.

Ms. Ladd: The PSAs are in effect until the end of 2018; they can complete their scope of work sooner than that.

Councilor Villarreal: We need to find sources to fund it during budget hearings. We need information in order to discuss at budgets, how does it fit in to the budget process; it doesn't promote what has been accomplished so far. We still have this whole year to finish the monies we have now.

Ms. Ladd: One way to look at it is that we know Homewise is committed to leveraging an additional \$400,000 for the \$100,000 that they are receiving through the project and the in-kind services in cash and other grants that Youth Works has raised so far eventually will be a 3-1 leverage which will be about another \$600,000. Not necessarily in cash but in-kind resources.

c) Cash Handling Policy (Informational Only). (Adam Johnson, Christina Keyes)

Mr. Johnson: This has been on a couple of agenda's and it is back and removed from the last December meeting because that agenda was so long. We are essentially bringing this information to let you know that we are requesting final feedback and it is also out there for public feedback. We are moving forward with a training plan.

Chair Dominguez: That is one of my questions was what the training plan looks like, a lot of it is making sure that it is clear and concise throughout the city and that water handles it one way, recreation handles it a different way.

Mr. Johnson noted that Ms. Keyes is already working with the new trainer in HR who was hire for these projects as soon as it leaves this meeting it will continue on to develop the dates for the training plan and dates to hit all the cash handling locations.

Chair Dominguez: Do we have the technology in place to be able to handle and implement this kind of policy at all locations?

Mr. Johnson: It will have nuances at each location; we are still in the process of implementing new technology specifically in the cash handling area. The answer is yes; the technology itself may vary. It shouldn't matter whether they use a cash register at Animal Control or a POS at the Chavez Center to follow proper cash handling.

Chair Dominguez: Are all of the physical requirements in place so if you have to have a cash room or secluded area to count their cash.

Mr. Johnson: We will address some of those specific details. Generally the way it is handled now is we utilize a pick up service that picks up from safes or various departments being their deposits to city hall.

Councilor Harris: We have an effective date of January 1, 2018 so again I was going to ask about the level of training that has been provided, what is in the future, and I believe that was answered adequately. A follow up question; in terms of our personnel, how many people does this cash management policy effect?

Mr. Johnson: I don't have the answer to that question; I can get back to you with accurate information.

Councilor Harris: Do all collection sites have a safe? Any idea

Ms. Keyes: Thus far we are looking at approximately 2 weeks; we will visit all the cash sites across the city. There are approximately 32-35 employees that will go through the training sessions and also once they have gone through the training session they will receive the policy which they will sign as well as their supervisors. As far as security goes for these intake sites, every site has a locked bag that is provided by Wells Fargo, additionally they have a variety of safes, locked drawers, courier service and they are all required to have the cash according to state statute to have it retrieved within 24 hours.

Mr. Johnson: Some do, and others choose to bring their deposits to City Hall.

Chair Dominguez: We want to limit the exposure of employees making a mistake or losing their jobs because they weren't trained well and them following the same policy.

d) Request for Approval of Budget Calendar FY 18-19. (Adam Johnson)
Working with Open Gov. getting ready for another budget cycle. Last year difference: recommending – I need to lay out a plan.

Mr. Johnson: I would like approval, if committee is not prepared to that, I will take feedback. This essentially follows closely with what we did last year with nuance of training review early on with my team and me working with Open Gov. getting ready for another budget cycle. The one difference in this schedule that I am recommending that last year was the first attempt of bringing the budget process much earlier than has been done in the past. My

recommendation is that this brings additional strain for the time that staff needs to prepare. We did have delays when we started the hearing and if we had not had those delays we started in April and I recommend that we have them in April.

Chair Dominguez: There is not much we can do; this committee is committed to work together so we can to have a smooth transition. Calendar is fine.

Councilor Villarreal: The budget reviews will start in March; she informed the Finance Director and the Finance Committee that she will be out of town April 9, 2018.

X) MATTERS FROM STAFF
None

XI) MATTERS FROM THE COMMITTEE
None

XII) EXECUTIVE SESSION- Removed.
In accordance with the New Mexico Open Meetings Act §§10-15-1 (h)(7) NMSA 1978, Discussion regarding threatened or pending litigation in which the city is or may become a participant, including, without limitation, matters relating to the FYI 2017 CAFR.

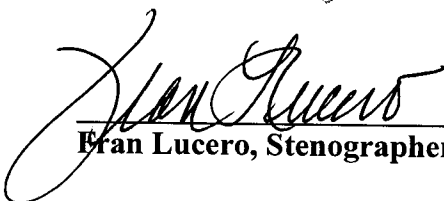
XIII) ADJOURN

There being no further business to come before the Finance Committee meeting, Chair called for adjournment at 8:35 pm.

Signature Page:



Councilor Carmichael Dominguez, Chair



Fran Lucero, Stenographer