

City of Santa Fe, NM
Regular Committee
Monday, June 04, 2018
05:00 PM – Finance Committee
Council Chambers

AGENDA

CITY CLERK'S OFFICE

DATE 6/11/18 TIME 1:45 PM

REMOVED BY Carolynn Roibal

RECEIVED BY Melina Byers

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 - May 21, 2018
Item 5a.pdf

6. CONSENT AGENDA

- a) Request for Approval of Amendment No. 3 Under Exempt Procurement to Professional Services Agreement in the Amount of \$15,440.79 for Upgrade of the City's Customer Relationship Management System; Desert Elements Design. (Bogi Malecki)

Item 6a.pdf

- b) Request for Approval of Memorandum of Agreement Amendment No. 1 Using Exempt Procurement in the Total Amount of \$32,256 for City Data Center Services; New Mexico Department of Information Technology; (Larry Worstell)

Item 6b.pdf

- c) Request for Approval of Grant Agreement in the Total Amount of \$130,113 for Alternative to Detention Programs; State of New Mexico Children, Youth and Families Department. (Richard De Mella)

Item 6c.pdf

- d) Request for Approval of Procurement in the Amount of \$382,216.49 for Seven Vehicles and Equipment; (Don Chalmers, Brad Francis, MHQ, Red Canyon Caps, CMS, Motorola, Digital Ally and Grants and Technology Veterans, LLC. (Andrew Padilla)

- 1) Request for Approval Budget Amendment Resolution

Item 6d.pdf

- e) Request for Approval of Procurement Using Sole Source for Professional Services Agreement in the Amount of \$71,280 for Assistance With Victims of Domestic Violence and the U-Visa Program; Solace Crisis Treatment Center. (Andrew Padilla)

Item 6e.pdf

- f) Request for Approval of Amendment No. 3 to Professional Services Agreement in the Amount of \$140,300.81 for the One Year Extension of the Elevator Maintenance Agreement; Kone Inc. (Noel Correia)

Item 6f.pdf

- g) Request for Approval of Professional Services Agreement in the Amount of \$70,000, Exclusive of NMGR, for Drug Court Program and DUI Court Program Services; IHS Incorporated. (Jacqueline Baca)

Item 6g.pdf

h) Request for Approval and Acceptance of Grant Agreement, SAF 18-05 in the Amount of \$1,087,200 to Rehabilitate Runways 10-28 and 15-33; New Mexico Department Of Transportation Aviation Division. (Nick Schiavo)

1) Request for Approval of Budget Amendment Resolution FY 2018-2019

Item 6h.1.pdf

i) Request for Approval of Professional Services Agreement Using Cooperative Education Services (CES) in the Amount of \$104,921.66 for CIP Project #519 – Fort Marcy Recreation Complex Gym and Racquetball Court Floor Replacement; Robert Cohen Company LLC. (Sam Burnett)

Item 6i.pdf

j) Request for Approval of Award of RFP '18/29/P and Professional Services Agreement Along With Associated AIA Agreement In the Amount of \$432,917.74, Inclusive of NMGR, for Professional Design Services, Supplemental Services and Reimbursable Expenses, CIP Project #333 – New Fire Station #2; Atkin Olshin Schade Architects, Inc. (Jason Kluck)

Item 6j.pdf

k) Request for Approval of Sole Source Procurement for Professional Services Agreement In a Total Amount of \$114,000, Inclusive of NMGR, for Annual Technical Support for a Three Year Cloud-Based Software Plan; Remix Software, Inc. (Keith Wilson)

Item 6k.pdf

l) Request for Approval of Memorandum of Understanding in the Amount of \$36,675 for Project Management for the Balance of the Severance Tax Bond, Project A15-0173; Santa Fe Civic Housing Authority. (Gino Rinaldi)

Item 6l.pdf

m) Request for Approval of Memorandum of Understanding in the Amount of \$198,000 for Project Management for the Balance of the Severance Tax Bond, Project A16A5092; Santa Fe Civic Housing Authority. (Gino Rinaldi)

Item 6m.pdf

n) Request for Approval of Amendment No. 1 in the Total Amount of \$96,300 for Employment Opportunities for Homeless and Precariously Housed Individuals; Life Link Better Way Van Program. (Julie Sanchez)

Item 6n.pdf

o) Request for Approval of Renewal of Comprehensive Insurance Program Coverage in the Amount of \$2,434,017 for Insurance Policies and Coverage and Broker Fees for FY 2018-2019; Arthur J. Gallagher & Co. (Barbara Boltrek)

Item 6o.pdf

p) Request for Approval of an Ordinance Authorizing the Issuance and Sale of the City of Santa Fe, New Mexico Subordinate Lien Gross Receipts Tax Improvement Revenue Bonds, Series 2018A in an Aggregate Principal Amount Not to Exceed \$13,000,000 for the Purpose of Defraying the Cost of Constructing, Purchasing, Furnishing, Equipping, Rehabilitating, Making Additions to or Making Improvements to Public Buildings and Facilities or Purchasing or Improving Any Ground Relating Thereto, or Any Combination of the Foregoing Purposes, and Reconstructing, Resurfacing, Maintaining, Repairing or Otherwise Improving Existing Alleys, Streets, Roads or Bridges or Any Combination of the Foregoing; Provided That Any of the Foregoing Improvements May Include but Are Not Limited To Acquisition Of Rights Of Way; Providing That the Bonds will be Payable and Collectible From Certain Gross Receipts Tax Revenues Distributed to the City; Delegating Authority to The Mayor or, in The Mayor's Absence, The City Manager or Finance Director, to Approve the Final Principal Amount, Interest Rates and Other Details of the Bonds Within the Parameters Set Forth in This Authorizing Ordinance, and to Execute and Deliver a Bond Purchase Agreement or Award Certificate for the Sale of the Bonds to Winning Bidder for the Bonds; Providing for the Collection of Certain Gross Receipts Tax Revenues; Approving Certain Other Agreements and Documents in Connection with the Bonds; Ratifying Action

Previously Taken in Connection with the Bonds; Repealing All Ordinances in Conflict Herewith; and Related Matters.

(Mayor Webber, Councilor Ives) (Brad Fluetsch)

Committee Review:

Public Works Committee 5/29/18

City Council (request to publish) 6/13/18

City Council (public hearing) 7/11/18

Fiscal Impact: \$13,000,000

Item 6p.pdf

q) Request for Approval of a Resolution Stating the Official Intent of the City of Santa Fe to Reimburse Itself for Certain Costs Relating To the Improvements Expected to Be Incurred by the City Prior to the Issuance Of Tax-Exempt Bonds. (Mayor Webber) (Brad Fluetsch)

Committee Review:

City Council 6/30/18

Fiscal Impact: TBD

Item 6q.pdf

r) Request for a Resolution Proclaiming Severe or Extreme Drought Conditions May Exist in the City of Santa Fe; Imposing Fire Restrictions; Restricting the Sale or Use of Fireworks Within the City of Santa Fe and Prohibiting Other Fire Hazard Activities. (Councilor Rivera) (Reynaldo Gonzales and Porfirio Chavarria)

Committee Review:

City Council 6/30/18

Fiscal Impact: None

Item 6r.pdf

s) Request for Approval of a Resolution in Support of the National Governors Association Summer Meeting, an Annual Conference that Brings Governors from Around the Nation Together to Address National Issues in a Bipartisan Setting July 19-22, 2018; and Waiving All Associated Fees. (Mayor Webber) (David Carr)

Committee Review:

City Council 6/30/18

Fiscal Impact: \$215,913

Item 6s.pdf

t) Request for Approval of a Resolution Endorsing the North Central Regional Transit District's FY 2019 Budget Proposal, Approving the FY 2019 City of Santa Fe Regional Transit Plan and Directing Staff to Submit the City of Santa Fe Regional Transit Plan for FY 2019 to the North Central Regional Transit District Board of Directors for Consideration and Approval. (Councilor Romero-Wirth) (Keith Wilson)

Committee Review:

Public Works Committee 6/11/18

City Council 6/13/2018

Fiscal Impact: \$25,000

Item 6t.pdf

DISCUSSION

MATTERS FROM STAFF

MATTERS FROM THE COMMITTEE

EXECUTIVE SESSION

ADJOURN

Finance Committee Meeting – Index – June 4, 2018

Cover Page		Page 0
Call to Order	Chair Abetyta called the Finance Committee meeting to order at 5:00 pm in the City Council Chambers. A quorum was present at the time of roll call.	Page 1
<p>Approval of Agenda</p> <p>Staff would like to remove Item a and p.</p> <p>The Chair noted that he had a discussion with Mayor Webber on Item p related to the action to withdraw from agenda. Mayor Webber would like to develop a process moving forward for the \$13,000,000 bond sales as it relates to prioritizing projects. The Chair stated that Mayor Webber will have a discussion with each member individually. The Chair directed staff to provide a presentation at the next Finance Committee meeting on bonds, projects that can be funded with bonds, what has been done in the past and also reach out to each committee member for input to include in that presentation.</p>	<i>Councilor Harris moved to approve the agenda as amended, second by Councilor Lindell, motion carried by unanimous voice vote.</i>	Page 1
<p>Approval of Consent Agenda</p> <p>No changes from staff.</p> <p>Pulled: Councilor Romero-Wirth, Councilor Lindell - d, j, q, Councilor Harris - o, Councilor Rivera i and n</p>	<i>Councilor Lindell moved to approve the consent agenda as amended, second by Councilor Rivera, motion carried by unanimous voice vote.</i>	Page 1
<p>Approval of Minutes</p> <p>May 21, 2018</p>	<i>Councilor Rivera moved to approve the minutes of May 21, 2018 as presented, second by Councilor Harris, motion carried by unanimous voice vote.</i>	Page 2

<p>d) Request for Approval of Procurement in the Amount of \$382,216.49 for Seven Vehicles and Equipment; (Don Chalmers, Brad Francis, MHQ, Red Canyon Caps, CMS, Motorola, Digital Ally and Grants and Technology Veterans, LLC. (Chief Andrew Padilla)</p>	<p><i>Councilor Harris moved to approve the procurement in the Amount of \$382,216.49 for Seven Vehicles and Equipment; (Don Chalmers, Brad Francis, MHQ, Red Canyon Caps, CMS, Motorola, Digital Ally and Grants and Technology Veterans, LLC., second by Councilor Rivera, motion carried by unanimous voice vote.</i></p>	<p>Page 2 - 8</p>
<p>i) Request for Approval of Professional Services Agreement Using Cooperative Education Services (CES) in the Amount of \$104,921.66 for CIP Project #519 – Fort Marcy Recreation Complex Gym and Racquetball Court Floor Replacement; Robert Cohen Company LLC. (Sam Burnett)</p>	<p><i>Councilor Lindell moved to approve the Professional Services Agreement Using Cooperative Education Services (CES) in the Amount of \$104,921.66 for CIP Project #519 – Fort Marcy Recreation Complex Gym and Racquetball Court Floor Replacement; Robert Cohen Company LLC., second by Councilor Harris, motion carried by unanimous voice vote.</i></p>	
<p>j) Request for Approval of Award of RFP '18/29/P and Professional Services Agreement Along With Associated AIA Agreement In the Amount of \$432,917.74, Inclusive of NMGR, for Professional Design Services, Supplemental</p>	<p><i>Councilor Lindell moved to have the Award of RFP '18/29/P and Professional Services Agreement Along With Associated AIA Agreement In the Amount of \$432,917.74, Inclusive of NMGR, for Professional Design Services, Supplemental Services and Reimbursable Expenses, CIP Project #333 – New Fire Station #2; Atkin Olshin</i></p>	

Finance Committee Meeting – Index – June 4, 2018

Services and Reimbursable Expenses, CIP Project #333 – New Fire Station #2; Atkin Olshin Schade Architects, Inc. (Jason Kluck)	<i>Schade Architects, Inc. move forward with no recommendations from the Finance Committee and it has to be clarified before it goes to City Council or it comes back to the Finance Committee, second by Councilor Rivera, motion carried by unanimous voice vote.</i>	
n) Request for Approval of Amendment No. 1 in the Total Amount of \$96,300 for Employment Opportunities for Homeless and Precariously Housed Individuals; Life Link Better Way Van Program. (Julie Sanchez)	<i>Councilor Rivera moved for approval of Amendment No. 1 in the total amount of \$96,300 for employment opportunities for homeless and precariously housed Individuals; Life Link Better Way Van Program, second Councilor Lindell, motion carried by unanimous voice vote with the acceptance of the Amendment.</i>	
	<i>Amendment: When performance measures are available staff should come back to the Finance Committee. Amendment accepted and motion carried.</i>	
o) Request for Approval of Renewal of Comprehensive Insurance Program Coverage in the Amount of \$2,434,017 for Insurance Policies and Coverage and Broker Fees for FY 2018-2019; Arthur J. Gallagher & Co.	<i>Councilor Harris moved to approve renewal of Comprehensive Insurance Program Coverage in the amount of \$2,434,017 for insurance policies and coverage and Broker Fees for FY 2018-2019; Arthur J. Gallagher & Co., second by Councilor Lindell, motion</i>	

Finance Committee Meeting – Index – June 4, 2018

(Barbara Boltrek)	<i>carried by unanimous voice vote.</i>	
q) Request for Approval of a Resolution Stating the Official Intent of the City of Santa Fe to Reimburse Itself for Certain Costs Relating To the Improvements Expected to Be Incurred by the City Prior to the Issuance Of Tax-Exempt Bonds. (Mayor Weber Webber) (Brad Fluetsch)	<i>Councilor Lindell moved to approve the Resolution stating the official intent of the City of Santa Fe to reimburse itself for certain costs relating to the improvements expected to be incurred by the City prior to the issuance of Tax-Exempt Bonds with edits, second by Councilor Rivera, motion carried by unanimous voice vote.</i>	
Matters from Staff	None	Page 8
Matters from the Committee	Informational	Page 8 – 10
Executive Session	None	Page 10
Adjourn	There being no further business to come before the Finance Committee the Chair called for adjournment at 6:20 pm	Page 10
Signature Page		Page 10

**City of Santa Fe, NM
FINANCE COMMITTEE
Regular Committee
Monday, June 4, 2018
5:00 PM – 6:20 PM
Council Chambers**

MINUTES

1. CALL TO ORDER

Councilor Roman Abeyta, Chair, called the regular meeting of the Finance Committee to order at 5:02 pm on Monday, June 4, 2018, in the City Council Chambers, City Hall, Santa Fe, NM.

2. ROLL CALL

MEMBERS PRESENT

Councilor Roman Abeyta, Chair
Councilor Christopher Rivera
Councilor Signe Lindell
Councilor Carol Romero-Wirth
Councilor Michael Harris

MEMBERS ABSENT

OTHERS PRESENT

Honorable Mayor Alan Webber
Brad Fluetsch, Financial Planning Manager
Carolyn Roibal, Finance Department
Fran Lucero, Stenographer

3. APPROVAL OF AGENDA

Staff would like to remove Item a and p.

The Chair noted that he had a discussion with Mayor Webber on Item p related to the action to withdraw from agenda. Mayor Webber would like to develop a process moving forward for the \$13,000,000 bond sales as it relates to prioritizing projects. The Chair stated that Mayor Webber will have a discussion with each member individually. The Chair directed staff to provide a presentation at the next Finance Committee meeting on bonds, projects that can be funded with bonds, what has been done in the past and also reach out to each committee member for input to include in that presentation.

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.

Pulled: Councilor Romero-Wirth, Councilor Lindell - d, j, q, Councilor Harris - o, Councilor Rivera i and n

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

5. APPROVAL OF MINUTES

Regular Finance Committee Meeting: May 21, 2018

No changes from staff or committee members.

Councilor Rivera moved to approve the minutes of May 21, 2018 as presented, second by Councilor Harris, motion carried by unanimous voice vote.

6. CONSENT AGENDA

- d) Request for Approval of Procurement in the Amount of \$382,216.49 for Seven Vehicles and Equipment; (Don Chalmers, Brad Francis, MHQ, Red Canyon Caps, CMS, Motorola, Digital Ally and Grants and Technology Veterans, LLC. (Chief Andrew Padilla)

Councilor Lindell asked about the item for Crisis Negotiation Team, \$70,000 + vehicle; how often does that team get deployed?

Chief Padilla noted that it gets deployed on a regular basis; once a week or more. Any time the SWAT team serves a search warrant or arrest warrant it is deployed with them, they generate the intel (intelligence) for them. If the situation were to become barricaded where the individual would refuse to come out, at that point they would transition in to that resolution of the hostage or barricaded solution. They would automatically go that route. To give you the numbers as of now, I do not have the times they have been called out this year, but those numbers are available.

Councilor Lindell asked what we are using now?

Chief Padilla: We are not using anything now; the officers respond to the location, they use a police vehicle that is available or tailgate and they are then exposed to the element. This would give them the capability to have an official vehicle with desktop, dry erase boards, opportunities to use a lap top. Chief Padilla stated they have never had a vehicle like this and even though it may sound like a lot, this vehicle is on state contract and is coming 99% complete from the vendor.

Councilor Lindell: Does this vehicle leave town?

Chief noted that it would not leave town, it will respond to calls here in the City of Santa Fe. If it should leave town, it would be more for show and tell events like Metro Public Safety.

Councilor Lindell would like to be assured that this vehicle is not utilized so much that it is replaced on the regular schedule.

Chief Padilla said that this is no going to be a daily driven vehicle, it isn't going to be assigned to an officer who is commuting in and out of town or if they live outside of the city. It will last us for many years to come.

Councilor Harris: In reading about the monies, most of the money is coming from a Police Property Tax balance, which I have not seen.

Ms. Jimenez – The Police Property tax was voted in 2009 and with the now gone Adam Johnson, Finance Director; he placed SFPD and SFFD property tax in to general fund; this was part of condensing down of funds that happened two years ago. At that time we had \$400,000 in that fund in our cash balance. Mr. Johnson told them that amount would stay with the police department and they would be able to use this money for one time purchases for these vehicles. We are very good in budgeting our money from that property tax, we did not over

budget or expend as soon as it came in. The agreement was that we would keep the \$400,000 it sat there for two years and we are now dwindled down and are using this cash balances for one time purchases so now the property tax will be completely gone from the SFPD, however the property tax that is still coming in for Police goes straight in to the general fund which then pays for our salaries and benefits.

Councilor Harris noted that the memo is showing \$382,216 and an additional balance of \$310,705 from police property tax. Do you have anything to add to that; they are two large balances?

Ms. Jimenez: This has been building since 2009. We didn't spend all the property tax money each year as it came in. The first year it might have been \$40,000 that was put in place and the next year it could have been \$30,000-\$40,000, and it sat there an accumulated for over 10 years. Right now we need \$382,000 is what we need for this purchase; \$310,000 is property tax money and \$71,000 is from current cash in the GRT fund. We don't have \$690,000. The total price needed is \$382,000, the property tax has \$310,705 and will now have a zero balance and GRT will have \$71,000 minus whatever is there at the end of this FY.

Councilor Harris was grateful for the breakdown. Question is how much is being generated in the Police Property tax?

Ms. Jimenez: \$2.1 million is generated each FY, which now goes directly in to the general fund. This is strictly from the Police Property tax fund. Mr. Fluetsch was asked to research and report back to the finance committee members.

Councilor Rivera: A couple of years ago the county passed the GRT tax that went to fire and RECC, which freed up about \$2.5 million for police and fire, do you know where that money is?

Ms. Jimenez said she did not know where it goes. About three years ago the Police Department was still funding the RECC in the amount of \$50,000 top \$70,000 and that was strictly for capital. We have not budgeted for RECC in the Police Department's budget for the last 3 years.

Councilor Rivera would like to know where that funding source is.

Ms. Jimenez said she knows that it doesn't go in to the SFPD fund. She doesn't know if it is a part of a different property tax that goes in to the general fund or if it filtered back in to the city fund.

Councilor Rivera looks forward to the report.

Councilor Romero Wirth: \$2.1 million is generated from the police GRT every year?

Ms. Jimenez: It was a tax for public safety, it was Police, Fire and GCC was part of that tax that was initiated in 2009. Now it goes in to the general fund. It covers personnel mainly expenses, once it goes in to general fund it could be used for potentially anything. Ultimately it could be capital depending on how you budget the fund for each department each year.

Councilor Rivera: You said GCC, did you mean that?

Ms. Jimenez: Yes. GCC was part of the tax, it was added in at the end because Public Safety normally gets approved; they figured that GCC would take a portion of it, the percentage was unknown. When it went to the voters it was Public Safety and GCC.

Councilor Harris moved to approve the procurement in the Amount of \$382,216.49 for Seven Vehicles and Equipment; (Don Chalmers, Brad Francis, MHQ, Red Canyon Caps, CMS, Motorola, Digital Ally and Grants and Technology Veterans, LLC., second by Councilor Rivera, motion carried by unanimous voice vote.

- i) Request for Approval of Professional Services Agreement Using Cooperative Education Services (CES) in the Amount of \$104,921.66 for CIP Project #519 – Fort Marcy Recreation Complex Gym and Racquetball Court Floor Replacement; Robert Cohen Company LLC. (Sam Burnett)

Councilor Rivera – We talked about the problems with the floor months back but we never heard about the racquetball court floor.

Mr. Burnett stated when he got involved in the project he did a walk through with the Director of the facility, Ms. Roybal and walking through one of the things that she pointed out was the three rooms to the north of the gym, the middle room is one of the racquetball courts. The eastern room and the western room are both raised floors, raised about 1 3/8" above grade. When the new floor in the gym goes in it will be raised about 2 1/2" and to accommodate that we will be putting in what is called an ADA safe path, it is a manufactured ADA ramp that will transition in the gym and to the rooms to the north. Because it is the original racquetball floor put in there it will need to be replaced at some time and rolling it in to this project, you would eliminate any type of inconsistency and preserve the integrity of the gym floor and it also fit within the budget.

Councilor Rivera: Did it need it or are we doing it for consistency?

Mr. Burnett noted that it will need to be replaced, it is the original racquetball floor; the two other floors to the side of it have been replaced.

Councilor Rivera: Pg. 13 – west racquetball, east racquetball – sand and finish and cost is significantly different. One method for one and the sanding and finish for the other one isn't going to raise the floor.

Mr. Burnett: You are right, eastern racquetball floor has already been replaced and is raised up about 1 3/8". The sanding finish on the east court is being done because of some warping on the floor. The middle floor has not been raised and the other two have been raised. The third room is known as the yoga room/multi-purpose room floor. We are not going to touch the yoga or multi room floor.

Councilor Lindell moved to approve the Professional Services Agreement Using Cooperative Education Services (CES) in the Amount of \$104,921.66 for CIP Project #519 – Fort Marcy Recreation Complex Gym and Racquetball Court Floor Replacement; Robert Cohen Company LLC., second by Councilor Harris, motion carried by unanimous voice vote.

- j) Request for Approval of Award of RFP '18/29/P and Professional Services Agreement Along With Associated AIA Agreement In the Amount of \$432,917.74, Inclusive of NMGR, for Professional Design Services, Supplemental Services and Reimbursable Expenses, CIP Project #333 – New Fire Station #2; Atkin Olshin Schade Architects, Inc. (Jason Kluck)

Councilor Lindell: Pg. 69 of the packet. Are these consultants that are part of the project that we are being asked to approve?

Jason Kluck: Yes

Councilor Lindell: I'm not sure that AOS qualifies for the local preference with this number of out of town. We changed our local preference and we have a different qualifier for local preference. That ordinance was changed not too long ago. I am willing to move on with this but we need to check on my question if they qualify for a local preference.

Jason Kluck: Purchasing approved this packet, I can check on it.

Councilor Lindell noted that it has to be looked in to, this is one of the reasons procurement was changed as references show that subs were from out of town.

Councilor Harris: It is imperative to check in to it, AOS is based here and has been here for several years. I may need a reminder, I thought they would qualify. Councilor Harris added that they saw this at Public Works; this is a good contract package. In response to Public Works we have a contract you could read, Councilor Vigil Coppler asked for location and the map is there. Councilor Harris asked if the \$4.1 million dollars is the total project budget or does it include design fee?

Jason Kluck: Design fee is over and above that and there is a separate line item.

Councilor Harris is going to send the spreadsheets to Mr. Kluck and Chief Snyder that Ms. Johansen put together on two significant projects, dollar wise they are about the same as this one. It is an example and I'm not saying that is where we are going to end up. The narrative is not really clear, you told me that the design fee and plus the contingency for design services is over and above the \$4.1 million for construction services. One thing I would like about this is that you have full basic services, which includes contract administration. In your additional services is \$4.1 say different than what is seen in \$4.2 and they seem to say they are blended in this fee or are they going to be additional services if they are used.

Jason Kluck: The latter is correct.

Councilor Harris asked Chief Snyder, there was a general obligation bond question for a new fire station that was defeated.

Chief Snyder: Yes it was defeated; it was tied in to a general obligation bond with the police department and fire department, this was 2 years ago, there may have been some training center money in there. Hence this is why some of these projects have been pushed back 2-3 years.

Councilor Harris, will be an advocate to get this fire department going. Councilor Harris stated that before we go into the financial matter of things we need a clear scope of dollar value and see how that fits within all possibilities. Councilor Harris directed the question to Mr. Fleutsch; how the question was raised, how much money was going to be raised for the scope of work and the outcome. As Chief Snyder said it was defeated. There is always the notion if you put public safety questions in front of the electorate it is almost a slam dunk. Multiple preliminary designs, those are part of your additional services, is this correct? How many conceptual designs would you expect to receive under basic services? Is this a schematic or a conceptual submission?

Jason Kluck: I expect none as part of this project.

Councilor Harris: Schedule, was it created by AOS?

Jason Kluck: Yes the handout, that is correct. For clarity the document and the list are the same thing.

Councilor Harris: It looks like it will be complete in the spring of 2019 in design, July 2019 construction phase, and delivery a year later.

Jason Kluck: That is contingent on construction funding.

Councilor Romero-Wirth: What is the total design budget?

Jason Kluck: The total budget is \$534,802, the contract amount is \$432,917.

Councilor Lindell: Back to the procurement on this, this has a local preference of 10% and I think we changed our maximum local preference to 6% max, 2017-40. I think that we should do a good review on that before we proceed with this, it doesn't feel like this has been calculated properly. Is there immediacy and come back. We could move it on with no recommendation and it has to be clarified by the time it goes to City Council or it comes back here.

Chair said we need to bring it back.

Councilor Lindell moved to have the Award of RFP '18/29/P and Professional Services Agreement Along With Associated AIA Agreement In the Amount of \$432,917.74, Inclusive of NMGR, for Professional Design Services, Supplemental Services and Reimbursable Expenses, CIP Project #333 – New Fire Station #2; Atkin Olshin Schade Architects, Inc. move forward with no recommendations from the Finance Committee and it has to be clarified before it goes to City Council or it comes back to the Finance Committee, second by Councilor Rivera, motion carried by unanimous voice vote.

Councilor Harris: Would like to have it come back in two weeks if they cannot get the information to Council by the June meeting.

- n) Request for Approval of Amendment No. 1 in the Total Amount of \$96,300 for Employment Opportunities for Homeless and Precariously Housed Individuals; Life Link Better Way Van Program. (Julie Sanchez)

Councilor Rivera: Can you explain how this program works.

Ms. Sanchez stated that this program came about when they created the Pan Handling Committee in the winter of last year. Not only did it have Ms. Sanchez, it also had Mr. Chris Sanchez, representation from Santa Fe Police Department, City Councilors and staff. One of the models looked at was from Albuquerque and it was also called a Better Way or an Opportunity Van program. Human Services community funding was coming up and there were a few non-profits that expressed interest in the program and they wanted to do their own Santa Fe twist on the model. The main point of the program is to go around Santa Fe where there is excessive panhandling and to pick up those folks and give them small tasks to complete. At the same time the Program Manager who is also a Clinician will be working on setting them up with wrap around services to not only get them employed but to get them housed.

Councilor Rivera asked if this has been in place for 1 year.

Ms. Sanchez stated that from date of implementation it has been 2 months.

Councilor Rivera: Will this continues as a program for at least another year?

Ms. Sanchez responded yes, that is correct.

Councilor Rivera: Are there any performance measures indicating its' success ratio?

Ms. Sanchez: There is an outcome that the committee itself is hoping to achieve. They are working with the data consultant to come up with performance measures. They are the last agency in our group, they were the last ones to receive funding. As outlined in the memo the original organization that received funding declined it so we had to go out for RFP. They are looking at the unemployment rate and trying to put them in to jobs for full time employment.

Councilor Rivera: What is the measure of success; 3 people, 5 people, 11 people in jobs?

Mr. Chris Sanchez: The hard part is being able to measure when the homeless continue to come to the actual program itself. They may come to the program once and then not return for another 2 months. With our data consultant we are trying to In 2 months we have serviced 162 individuals in this program and we have turned away about 80 because there is not enough funding to continue. It is an incredible program and we are hoping that the data consultant can help us figure out how we best measure the impact with the total number that we take off the streets. The goal in this planning process and the hook is the stipend that we get and the relationship that we are building with our homeless, to determine the program. It will be interesting to define what metrics we will use to be able to assess impact moving forward.

Councilor Rivera moved for approval of Amendment No. 1 in the total amount of \$96,300 for employment opportunities for homeless and precariously housed Individuals; Life Link Better Way Van Program, second Councilor Lindell, motion carried by unanimous voice vote with the acceptance of the Amendment.

Amendment: When performance measures are available staff should come back to the Finance Committee. Amendment accepted and motion carried.

- o) Request for Approval of Renewal of Comprehensive Insurance Program Coverage in the Amount of \$2,434,017 for Insurance Policies and Coverage and Broker Fees for FY 2018-2019; Arthur J. Gallagher & Co. (Barbara Boltrek)

Councilor Harris: The total premium went up; do we still have the same level of coverage?

Ms. Boltrek: We actually have an increase in some of our coverage; we increased fine arts, cyber security, with the addition of the college we have added a lot of property and art as well and this is the reason for the additions. We also were warned by our Broker that the market was hardening this year across the country because of all the natural disasters.

Councilor Harris: In relation to the estimated costs and increase, in your estimation is this correct?

Ms. Boltrek: 5% is typically normal, this year they warned us ahead of time that it would be higher.

Councilor Harris: As I sit on SWAMA and BDD, as fiscal agent are we providing all coverage for those two entities.

Ms. Boltrek: No, they have their own program, we insure SWAMA general liability, BDD has their own separate policy and broker and insurance coverage and we insure their employees.

Councilor Harris: Are those policies pretty well integrated, we aren't doubling up in anyway?

Ms. Boltrek: No.

Councilor Harris: We have our own PSA with Gallagher and it calls for professional liability coverage. As you know that is something that we have been talking about. I don't see that they provided any professional liability coverage.

Ms. Boltrek: They have a different certificate that is not included in the packet and we will need to include that.

Councilor Harris moved to approve renewal of Comprehensive Insurance Program Coverage in the amount of \$2,434,017 for insurance policies and coverage and Broker Fees for FY 2018-2019; Arthur J. Gallagher & Co., second by Councilor Lindell, motion carried by unanimous voice vote.

- q) Request for Approval of a Resolution Stating the Official Intent of the City of Santa Fe to Reimburse Itself for Certain Costs Relating To the Improvements Expected to Be Incurred by the City Prior to the Issuance Of Tax-Exempt Bonds. (Mayor Weber Webber) (Brad Fluetsch)

Councilor Lindell asked for an explanation on this item.

Mr. Fluetsch, the Reimbursement Resolution is for the gas tax as well. Just in case if the city expends money that we expect to pay for with bond proceeds in the future, we would have up to 18 months to issue a bond and what we would do is we selected a fund, I believe we are using 3103, which is a CIP reallocation fund to get the utility infrastructure in to where the fire station would be. Those expenditures are eligible for tax exempt bond proceeds. We can spend the money today and we have 18 months to issue the bond. Once we issue the bond we would reimburse fund 3103 for those expenditures that were fronted for the construction expenses.

Councilor Lindell: That information should have been in the memo, it would have made it more understandable.

Councilor Romero-Wirth: Once the bonds pass we would use the proceeds from the bond to reimburse fund 3103. What happens if the bond doesn't pass?

Mr. Fluetsch: We aren't specifying if it is a GO or GRT bond. It doesn't get voted on by the public but it would have to be approved by the Governing Body.

Councilor Rivera: Page 8 of 8 – It says; "in the meantime funds would be used from fund 3109 for 2018 gas tax allotment.

Mr. Fluetsch: That is originally where we were thinking about using, it is funds 3103, the CIP reallocation fund. When we were discussing it earlier with staff and this was for \$500,000 we thought we might need to do a Reimbursement Resolution large enough for a public safety radio network which was \$2.2 million. We found ways to remove the \$2.2 million from the Reimbursement Resolution that was a lack of editing on our part.

Councilor Rivera: Following FIR talks about the Public Safety radio and critical infrastructure; we aren't talking about that anymore so will that be edited out.

Mr. Fleutsch: That is correct.

Councilor Romero –Wirth: You will make those edits before it goes to Council.

Mr. Fleutsch: Yes, that is correct.

Councilor Lindell moved to approve the Resolution stating the official intent of the City of Santa Fe to reimburse itself for certain costs relating to the improvements expected to be incurred by the City prior to the issuance of Tax-Exempt Bonds with edits, second by Councilor Rivera, motion carried by unanimous voice vote.

DISCUSSION

Remove the Discussion topic from future agenda.

MATTERS FROM STAFF

None

MATTERS FROM THE COMMITTEE

Councilor Harris: Mr. Fluetsch, were you before the Governing Body when we discussed the Tierra Contenta funds; are you working on that? When will we see that? Will it come back to Finance or go back to the Governing Body?

Councilor Rivera stated that it should come back to this committee prior to going to Council.

Chair asked Mr. Fluetsch to schedule it for Finance Committee before it goes to City Council.

Councilor Harris states that June 18th to come back to Finance Committee is appropriate.

Councilor Harris: We submitted our budget and organizational chart, what did the chart look like?

Mr. Fluetsch: It is the same chart that is in the budget book.

Mayor Webber: Having withdrawn the GO Bond measure and hit the brakes on the GRT bond to develop a process to decide what we want to include in the GRT measure. That measure requires the Governing Body vote on it but doesn't go directly to the voters. It is not tied to the calendar of an election cycle, it is based on the ability for us to talk to each other and develop a process and series of criteria to use and priorities to use to build that measure to our specifications focusing on strategic initiatives, graphic initiatives, leverage between projects and a set of values we can all discuss. My intention is to sit down individually and engage in serious conversations about can we move from the GO to the GRT Bond, what should be changed with the existing lists, look at the charts and graphs that the Finance Department have created that give us a sense of our opportunity over time, our budget limits and get in to a regular repeated rhythm, an approach to use our bonding capacity to take care of our capital needs. Thank you for taking it off the agenda so we can move with more of a strategic approach, design a process and to know what you all would like to see in a package.

Councilor Romero-Wirth: That would assume that there is a list, GO and GRT bond list, I have not seen either one of those lists.

Mayor Webber: There are lists, there have been measures over the years that pre-date us or the governing body that identify there were specific things that were proposed on GO bond measure that have already been talked about like the fire station that was clearly delineated on how that bond would be utilized. We are still committed to doing that project, it won't go forward with the GO Bond it logically would get shifted to the GRT bond measure and see how the requirements mesh. We need to start from a much more disciplined approach and a strategic approach so it doesn't look like a laundry list of projects. Historically what has been done as I understand it, traditionally the City Manager – would ask each department by department what are their needs and then the department by department list is compiled which would say this is what we can go out with, anything below the line doesn't make the cut. To me that may be one way of doing business but it doesn't strike me as a compelling way to do business, I would like to see us take a different approach.

Councilor Romero-Wirth: I would also suggest that your transition working groups may also need to be informed of this process. For instance, you have identified the measures around sustainability which I would think will require some capital investment. Again I haven't seen any list so I don't know what's there already. It's a point that looking more strategically to what we want vs. a laundry list, which is something we want to move the needle on.

Mayor Webber: You are absolutely right, whether it is the working groups, or other lenses on policy or it is the priorities that each of the members of the council has for your own sense of what would make sense to use our capital dollars. I think we need to look at it so it is not just project based so that it is strategy based; it is driven by goals and objectives for the city. You are actually right, we are looking at things where there could be a sustainability package, or it could be a housing package. As far as this list, Brad can provide you with a link to the existing CIP budget and you can see how the documents have been assembled in the past.

Councilor Harris: CIP list that you will see only had 2 generations the last two years. Everyone agreed that it was work in process. At Public Works, Councilor Abeyta knows that at the last Public Works meeting we directed John Romero to pull together not just that list; there are other threads that are out there. AMARESCO is the company that has provided services, they have an approach that is familiar in the industry with facility condition index is reviewed. AMARESCO and John Alejandro have been working together. When we saw the initial list for \$13 million it had a list of improvements which there is pay back associated with it. Councilor Harris stated that he appreciates the approach that Mayor Webber has just described. We need to go through the process to come up with an understanding of

what works best and also include in that list past promises because there are a lot of things that people have been counting on for such a long time that haven't been delivered. Councilor Harris stated that frankly that list is so long they wouldn't be able to address them all. We need to acknowledge that they are out there and do what we can to address them. Mr. Fluetsch can then tell us what is possible and what can be done and what is prudent. Thank you Mayor.

Mayor Webber: We have talked about both discipline and a sense of direction we are trying to create for the city. How do we combine good fiscal management with the kinds of investment that gain the trust of people of Santa Fe and demonstrate that we are not unmindful to do their business thoughtfully, productively and strategically. I want to use this opportunity since we are unhooked from the election to exercise some managerial discipline and get the input from the Council and advice from our financial team to describe what would be a good level in the GRT bond and the out readers, it is not a one-time deal. We want it to be something we can create a recurring rhythm with so that our capital investments can be made regularly, dependably and we are treating our capital budget with as much consideration as we treat our operating budget. The pieces have to link together. We need to focus on the operating budget – CIP budget and stewardship of the city so it shows the vision of where we want to go with our financial assets. There is a 2-way cycle and we can actually start to run the city's investments in a very business-like way, capital investments and capital improvements.

Carol Romero-Wirth: As we think of our capital needs and capacity within the city we need to think of how strategically we leverage our local funding with other sources. We don't want to miss opportunities.

Mayor Webber: We should have peripheral vision when we talk about the budget, our awareness of where grants could leverage our dollars; I think we leave money on the table. Partly it is a process issue and it is a structure issue to the point that Councilor Harris makes. Structurally we put things in our org chart where they don't belong and they are not able to get the best returns for the city and the people. We don't look for those grant wins. We have to be much more aggressive on how we look at opportunities for funding, state support and see where we can find revenues to reward Santa Fe for businesslike processes.

Mayor Webber: Mayor Keller has done an effective job sweeping up capital dollars that have been allocated for projects from the state that have not been spent. He is using them to address local capital needs in Albuquerque.

Carol Romero-Wirth: With that in mind he is probably going to need legislative changes, it is not quite symbol as described. If we have those kinds of funds that haven't been expended, we need to identify that earlier in the year so we can get those changes made in January so we can use the money in new ways. There is a time element and things that need to happen.

EXECUTIVE SESSION

None

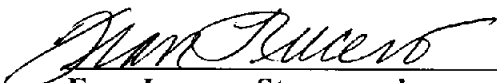
ADJOURN

There being no further business to come before the Finance Committee, the Chair called for adjournment at 6:20 pm.

SIGNATURE PAGE:



Councilor Roman Abeyta, Chair



Fran Lucero, Stenographer