

City of Santa Fe, NM
Regular Committee
Monday, December 17, 2018
5:00 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 Minutes - November 19, 2018
Item 5a.pdf

6. PRESENTATIONS

- a) December Finance Department Employee of the Month - Clarence Romero
Item a-.pdf

7. CONSENT AGENDA

- a) Request for Approval of Procurement in the Total Amount of \$263,758.45 Using State Price Agreement #60-000-15-00015 for Five Transit Vans for the Division of Senior Services; Creative Bus Sales, Inc. (Gino Rinaldi, Division Director, earinaldi@santafenm.gov, 955-4710)
Item a.pdf
- b) Request for Approval of State Price Agreement in the Amount of \$70,420.80 for the Purchase of Labor Costs to Build Police Department Vehicles; MHQ of New Mexico. (Robert Vasquez, Deputy Chief, rfvasquez@ci.santa-fe.nm.us, 955-5163)
Item b.pdf
- c) Request for the Approval of Department of Justice, Bureau of Justice Assistance FY18 Edward Byrne Memorial Justice Assistance Grant Program-Local Solicitation in the Total Amount of \$25,215 for Replacement Portable Breath Test Machines (PBT's), Small Equipment and Supplies to Maintain the Body Worn Camera System; U. S. Department of Justice. (Andrew Padilla, Police Chief, aapadilla@santafenm.gov 955-5102)
Item c.pdf
- d) Request for Approval of the NM Department of Transportation Consolidated Project Agreement in the Total Amount of \$74,223 for Funding of Projects End Driving While Impaired (ENDWI), Buckle Up/Click It or Ticket (BKLUP/CIOT), Selective Traffic Enforcement Program/100 Days and Nights of Summer (STEP/DNOS); NM Department of Transportation. (Andrew Padilla, Chief of Police, aapadilla@santafenm.gov, 955-5102)
 - 1) Request for Approval of Budget Amendment Resolution
Item d.pdf
- e) Request for Approval of GSA Contract in the Total Amount of \$158,409 for the FARO Laser Scanner System. (Robert Vasquez, Deputy Chief of Police, rfvasquez@ci.santa-fe.nm.us, 5050-955-5163)
 - 1) Request for Approval of Budget Amendment Resolution
Item e.pdf

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: 12/14/18

TIME: 4:33 PM

f) Request for Approval of Professional Services Agreement in the Amount of \$115,331.96, Inclusive of NMGRT for the Design Services Scope Required for Proposed Improvements to the Salvador Perez Recreation Building using Cooperative Educational Services (CES); WHPacific (Jason Kluck, PW Projects Administrator, jmkluck@santafenm.gov, 955-5937)

Item f.pdf

g) Request for Approval of Professional Services Agreement in the Amount of \$216,117 for Kitchen Angels, Inc. to Act as Project Manager and Provide Related Services as Outlined in New Mexico Severance Tax Bond Project #18-C2574; Kitchen Angels, Inc. (David Chapman, Grant Administrator, dachapman@santafenm.gov, 955-6824)

1) Request for Approval of Budget Amendment Resolution

Item g.pdf

h) Request for Approval of Amendment No. 3 to Professional Services Agreement in the Amount of \$19,787.88 Plus Applicable Gross Receipts Tax to Provide Roadway Lighting Design Services and Right-of-Way Funding for Agua Fria and Cottonwood Intersection Safety Improvement Project; Souder Miller & Associates. (William Montoya, Engineer Assistant, wpmontoya@santafenm.gov, 955-6623)

1) Request for Approval of Budget Amendment Resolution

Item h.pdf

i) Request for Approval to Complete a Grant Application and to Execute a Grant Agreement for the FY 2018 Section 5307 Urbanized Area Apportionment in the Total Amount Of \$1,577,518 for Transit Operating Expenses; Federal Transit Administration. (Keith Wilson, Transit Division Director, kpwilson@santafenm.gov, 955-2223)

1) Request for Approval of Budget Amendment Resolution in the Amount of \$77,518

Item i.pdf

j) Request for Approval to Complete a Grant Application and to Execute a Grant Agreement for the FY 2019 Congestion Mitigation Air Quality Funding in the Total Amount of \$71,773 for The Ridefinders Program; Federal Transit Administration. (Keith Wilson, Transit Division Director, kpwilson@santafenm.gov, 955-2223)

Item j.pdf

k) Request for Approval of Professional Services Agreement in the Total Amount of \$72,000 for Subscription to Streaming Digital Video, Music, Audio Books and e Books including Graphic Novels; Midwest Tape "Hoopla". (Jeffrey Donlan, Library Interim Director jpdonlan@santafenm.gov 505-955-6788)

Item k.pdf

l) Request for the Approval of Amendment No. 1 to Professional Services Agreement in the Total Amount of \$82,000 Transferring Fiscal Rights, Privileges, Obligations from Santa Fe Community College Foundation to Santa Fe Community College for CYC Recommended Services. (Santa Fe Community College Foundation / Santa Fe Community College). (Julie Sanchez, jjsanchez@santafenm.gov, 955-6678)

Item l.pdf

m) Request for the Approval of Sole Source Procurement in the Total Amount of \$ 75,000 for Annual Membership Dues and Subscriptions; for New Mexico Municipal League. (Mary Freitas, mmfreitas@santafenm.gov, 955-6590)

Item m.pdf

n) Request for Approval of Change Order in the Amount of \$7,714 for Construction Process Changes to the Department's Type 3 Wildland Fire Engine; Super Vacuum Manufacturing Co. Inc. -SVI. (Jan Snyder, Assistant Fire Chief, jmsnyder@santafenm.gov, 955-3121)

Item n.pdf

o) Request for the Approval of Amendment No. 1 to CDBG Professional Services Agreements to Include HUD Required 2 CFR 200 Language: SFPS Adelante (\$25,000), Santa Fe Civic Housing Authority (\$55,000), The Santa Fe Housing Trust (\$70,000), Interfaith Shelter (\$30,000), Presbyterian Medical Services (\$40,000),

Youth Shelters and Family Services (\$10,000), and Youth Shelters and Family Services (\$20,000). (Jacqueline Beam, Office of Affordable Housing, jybeam@ci.santa-fe.nm.us, 505.955.6574)

Item o-Adelante.pdf

Item o-Civic Housing .pdf

Item o-Interfaith.pdf

Item o-PMS.pdf

Item o-SFCHT.pdf

Item o-Youth Shelter.pdf

Item o-Youth Shelters.pdf

p) Request for Approval of Amendment No. 1 to CDBG Professional Services Agreement to Include HUD Required 2 CFR 200 Language: The Santa Fe Housing Trust Solcras Station Project (\$134,777). (Jacqueline Beam, Office of Affordable Housing, jybeam@ci.santa-fe.nm.us, 505.955.6574)

Item p.pdf

q) Request for Approval of Award and Acceptance of FHWA Section 112 Federal Transportation Planning Funds in the Total Amount of \$212,483 for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation. (Erick J. Aune, Transportation Planner, ejaune@santafenm.gov, 955.6664)

) Request for Approval of Budget Amendment Resolution

Item q.pdf

r) Request for Approval of FTA Section 5303 Federal Transportation Planning Funds in the Total Amount of \$65,080 for Santa Fe Metropolitan Planning Organization Program Operations; New Mexico Department of Transportation. (Erick J. Aune, Transportation Planner, ajaune@santafe.nm.gov, 955.6664)

1) Request for Approval of Budget Amendment Resolution

Item r.pdf

s) Request for Approval to Purchase Capital Equipment in the Amount of \$116,0808.52 for fiscal year 2018/2019 utilizing a Cooperative Agreement - NM Lawn & Garden Equipment Contract; John Deere & Company/Dealer: Austin Turf & Tractor. (Jennifer Romero, MRC Manager, jcromero@santafenm.gov, 955-4465)

Item s.pdf

t) Request for Approval of Award and Construction Agreement in the Amount not to Exceed \$4,000,000 Exclusive of NMGRT for On-Call Roadway and Trails Construction Services; GM Emulsion LLC., EMCO of Santa Fe LLC., Allied 360 Construction LLC. (David Quintana, Project Administrator, mrmartinez1@ci.santa-fe.nm.us, 955-6931)

Item t.pdf

u) Request for Approval of Amendment No. 8 to the Original Project Management and Fiscal Services Agreement ("PMFSA") Item No. 07-1051 between the Buckman Direct Diversion Board and the City of Santa Fe. (Nancy Long, BDDDB Counsel, nancy@longkomer.com, 982-8405)

Item u.pdf

v) Request for Approval of Amendment No. 4 to Professional Services Agreement for a Time Extension - Emergency Repair for Operations and Maintenance; Alpha Southwest. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273)

Item v.pdf

w) Request for Approval of Amendment No. 2 to Professional Services Agreement for the Amount of \$84,000 for FY 2018/2019, \$504,459.50 for FY 2019/2020 and \$504,459.50 for FY 2020/2021 Exclusive of NMGRT, for the Established Electronic Billing; Valli Information Systems DBA Postal Pros. (Kathy Valdez, Interim Utility Billing Division Director, ktvaldez@santafenm.gov, 955-4348 and Shannon Jones, Public Utilities Department Director, swjones@santafenm.gov, 955-4267)

Item w.pdf

x) Request for Approval of Amendment No. 1 to Receive Additional Entitlement Funds in the Amount of \$21,302- AIP Grant 3-35-0037-047-2017 for the Santa Fe Regional Airport. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 955-2901)

1) Request for Approval of Budget Amendment Resolution

Item x.pdf

y) Request for Approval of Cooperative Educational Services Agreement in the Amount of \$307,264.08 for the Installation of Munters Furnaces at the Genoveva Chavez Community Center; B&D Industries Inc. (Sam Burnett, Public Works Projects Administrator, jsburnett@santafenm.gov, 955-5933)

Item y.pdf

z) Request for Approval of Professional Services Agreement Using NM State Price Agreement #50-000-15-00072 in the Total Amount of \$139,944.30, Inclusive of NMGRT for Construction Services at the City of Santa Fe Environmental Services Offices at 1142 Siler Road; FacilityBuild Inc. (Curt Temple, Public Works Projects Administrator, cetemple@santafenm.gov, 955-5935)

Item z.pdf

aa) Request for Approval of a Resolution in Support of Legislation in the 2019 Legislative Session to Authorize the Practice of Dental Therapy and Govern the Training and Licensure of Dental Therapists in New Mexico. (Councilor Villarreal) (Jesse Guillen, Legislative Liaison jbg Guillen@santafenm.gov 955-6512)

Committee Review:

City Council 1/9/19

Fiscal Impact: None

Item aa.pdf

ab) Request for Approval of a Resolution Promoting the Preservation and Care of the College of Santa Fe Art Collection by Promoting an Active Loan Program to Ensure Public Access to and Educational Opportunities with Said Collection. (Councilors Harris, Ives, Lindell, Rivera, Vigil Coppler) (Debra Garcia y Griego, Arts Commission Director, degarcia@santafenm.gov 955-6653)

Committee Review:

Arts Commission 12/10/18

Public Works Committee 12/10/18

City Council 1/9/19

Fiscal Impact: TBD

Item ab.pdf

ac) Request for Approval of a Resolution Readopting and Supplementing Fee Schedules for Plumbing and Mechanical /Gas Permits. (Councilor Harris) (Elias Isaacson, Permit Intake Division Director esisaacson@santafenm.gov 955-6830)

Committee Review:

Public Utilities Committee 12/5/18

Public Works Committee 12/10/18

City Council 1/9/19

Fiscal Impact: None

Item ac.pdf

ad) Request for Approval of an Ordinance Relating to the City of Santa Fe Economic Development Plan Ordinance, Article 11-11 SFCC 1987; Approving and Adopting a Local Economic Development Project Participation Agreement between the City of Santa Fe and Marty's Meals, Inc. for Lease Payments for the Expansion of a New Headquarters and Manufacturing Facility, a Local Economic Development Project. (Councilors Ives, Romero-Wirth, Lindell, Harris) (Richard Brown, Economic Development Specialist rdbrown@santafenm.gov 955- 6625)

Committee Review:

Economic Development Review Subcommittee	12/4/18
Economic Development Review Advisory Committee	12/12/18
City Council (request to publish)	12/12/18
City Council (public hearing)	1/9/19

Fiscal Impact: \$50,000 LEDA

Item ad.pdf

ae) Request Approval for a Resolution Contributing Property and Resources to New Mexico Inter-Faith Housing Community Development Corporation for Development of the Santa Fe Arts+Creativity Center Low Income Housing Tax Credit Project Pursuant to the Affordable Housing Act. (Mayor Webber, Councilors Ives and Rivera) (Alexandra Ladd, Housing Specialist Project Manager agladd@santafenm.gov 955-6346)

Committee Review:

Public Works Committee	12/10/18
City Council	1/9/19

Fiscal Impact: (\$1,524,600 Donated Land, \$400,500 Waived Fees, \$165,572 City Cost, \$262,572 Relocation Costs, \$400,000 Infrastructure Costs)

Item ac.pdf

af) Request for Approval of a Resolution Amending Resolution No. 2015-18, Regarding the Duties and Responsibilities of the Veterans' Advisory Board; Authorizing the use of Existing Funds to Educate Residents and Promote the Option for a Voluntary Contribution to the New Mexico Veterans' State Cemetery Fund from a Tax Refund on Form NMPIT-1. (Councilor Lindell) (Julie Sanchez, Children & Youth Community Services Program Manager jjsanchez@santafenm.gov, 955-6678)

Committee Review:

Veteran's Advisory Board	11/14/18 (approved)
City Council	1/9/19

Fiscal Impact: None

Item af.pdf**8. MATTERS FROM STAFF**

a) Planning for FY19 Mid-Year Budget Review

Item 8a.pdf**MATTERS FROM THE COMMITTEE****ADJOURN**

**SUMMARY OF ACTION
FINANCE COMMITTEE
CITY HALL
CITY COUNCIL CHAMBERS
MONDAY, DECEMBER 17TH, 5:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1
APPROVAL OF CONSENT AGENDA	AMENDED/APPROVED	2
APPROVAL OF MINUTES	APPROVED	2
<u>PRESENTATIONS</u>		
DECEMBER FINANCE DEPARTMENT EMPLOYEE OF THE MONTH	PRESENTATION	2
<u>CONSENT AGENDA</u>		
REQUEST FOR APPROVAL OF PROCUREMENT IN THE TOTAL AMOUNT OF \$263,758.45 USING STATE PRICE AGREEMENT #60-000-15-00015 FOR FIVE TRANSIT VANS FOR THE DIVISION OF SENIOR SERVICES; CREATIVE BUS SALES, INC.	APPROVED ON CONSENT	2
REQUEST FOR APPROVAL OF STATE PRICE AGREEMENT IN THE AMOUNT OF \$79,420.80 FOR THE PURCHASE OF LABOR COSTS TO BUILD POLICE DEPARTMENT VEHICLES; MHQ OF NEW MEXICO.	APPROVED	2-4
REQUEST FOR THE APPROVAL OF DEPARTMENT OF JUSTICE, BUREAU OF	APPROVED ON CONSENT	4-5

**JUSTICE ASSISTANCE FY 18 EDWARD
BYRNE MEMORIAL JUSTICE ASSISTANCE
GRANT PROGRAM - LOCAL SOLICITATION
IN THE TOTAL AMOUNT OF \$25,215 FOR
REPLACEMENT PORTABLE BREATH TEST
MACHINES (PBT'S), SMALL EQUIPMENT
AND SUPPLIES TO MAINTAIN THE BODY
WORN CAMERA SYSTEM; DEPARTMENT
OF JUSTICE.**

REQUEST FOR APPROVAL OF THE NM DEPARTMENT OF TRANSPORTATION CONSOLIDATED PROJECT AGREEMENT IN THE TOTAL AMOUNT OF \$74,223 FOR FUNDING OF PROJECTS END DRIVING WHILE IMPAIRED (ENDWI), BUCKLE UP/CLICK IT OR TICKET (BKLUP/CIOT). SELECTIVE TRAFFIC ENFORCEMENT PROGRAM/100 DAYS AND NIGHTS OF SUMMER (STEP/DNOS); NM DEPARTMENT OF TRANSPORTATION.	APPROVED ON CONSENT	5
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REQUEST FOR APPROVAL OF GSA CONTRACT IN THE TOTAL AMOUNT OF \$158,409 FOR THE FARO LASER SCANNER SYSTEM.	AMENDED/APPROVED	5-10
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REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$115,331.96. INCLUSIVE OF NMGRY FOR THE DESIGN SERVICES SCOPE REQUIRED FOR PROPOSED IMPROVEMENTS TO THE SALVADOR PEREZ RECREATION BUILDING USING COOPERATIVE EDUCATIONAL SERVICES (CES), WHPACIFIC.	APPROVED	10-12
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REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$216,117 FOR KITCHEN ANGELS, INC, TO ACT AS PROJECT MANAGER AND PROVIDE RELATED SERVICES AS OUTLINED IN NM SEVERANCE TAX BOND PROJECT #18-C2574; KITCHEN ANGELS, INC.	APPROVED ON CONSENT	12
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REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$19,787.88 PLUS APPLICABLE GROSS RECEIPTS TAX TO PROVIDE ROADWAY LIGHTING DESIGN SERVICES AND RIGHT-OF-WAY FUNDING FOR AGUA FRIA AND COTTONWOOD INTERSECTION SAFETY IMPROVEMENT PROJECT; SOUDER MILLER & ASSOCIATES	APPROVED ON CONSENT	12
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REQUEST FOR APPROVAL TO COMPLETE A GRANT APPLICATION AND TO EXECUTE A GRANT AGREEMENT FOR THE FY 2018 SECTION 5307 URBANIZED AREA APPORTIONMENT IN THE TOTAL AMOUNT OF \$1,577,518 FOR TRANSIT OPERATING EXPENSES; FEDERAL TRANSIT ADMINISTRATION.	APPROVED ON CONSENT	12
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REQUEST FOR APPROVAL TO COMPLETE A GRANT APPLICATION AND TO EXECUTE A GRANT AGREEMENT FOR THE FY 2019 CONGESTION MITIGATION AIR QUALITY FUNDING IN THE TOTAL AMOUNT OF \$71,773 FOR THE RIDEFINDERS PROGRAM; FEDERAL TRANSIT ADMINISTRATION.	APPROVED ON CONSENT	12
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REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$72,000 FOR SUBSCRIPTION TO STREAMING DIGITAL VIDEO, MUSIC, AUDIO BOOKS AND E BOOKS INCLUDING GRAPHIC NOVELS; MIDWEST TAPE "HOOPLA".	APPROVED	12-15
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REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$82,000 TRANSFERRING FISCAL RIGHTS, PRIVILEGES, OBLIGATIONS FROM SANTA FE	APPROVED ON CONSENT	15
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**COMMUNITY COLLEGE FOUNDATION
TO SANTA FE COMMUNITY COLLEGE
FOR CYC RECOMMENDED SERVICES.**

REQUEST FOR THE APPROVAL OF SOLE SOURCE PROCUREMENT IN THE TOTAL AMOUNT OF \$75,000 FOR ANNUAL MEMBERSHIP DUE AND SUBSCRIPTIONS; FOR NEW MEXICO MUNICIPAL LEAGUE.	APPROVED ON CONSENT	15
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REQUEST FOR APPROVAL OF CHANGE ORDER IN THE AMOUNT OF \$7,714 FOR CONSTRUCTION PROCESS CHANGES TO THE DEPARTMENT'S TYPE 3 WILDLAND FIRE ENGINE; SUPER VACUUM MANUFACTURING CO. INC. - SV1.	APPROVED ON CONSENT	15
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REQUEST FOR THE APPROVAL OF AMENDMENT NO. 1 TO CDBG PROFESSIONAL SERVICES AGREEMENTS TO INCLUDE HUD REQUIRED 2 CFR 200 LANGUAGE: SFPS ADELANTE (\$25,000), SANTA FE CIVIC HOUSING AUTHORITY (\$55,000), THE SANTA FE HOUSING TRUST (\$70,000), INTERFAITH SHELTER (\$30,000), PRESBYTERIAN MEDICAL SERVICES (\$40,000), YOUTH SHELTERS AND FAMILY SERVICES (\$10,000), AND YOUTH SHELTERS AND FAMILY SERVICES (\$20,000).	APPROVED ON CONSENT	15
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REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO CDBG PROFESSIONAL SERVICES AGREEMENT TO INCLUDE HUD REQUIRED 2 CFR 200 LANGUAGE: THE SANTA FE HOUSING TRUST SOLERAS STATION PROJECT (\$134,777).	APPROVED ON CONSENT	15
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REQUEST FOR APPROVAL OF AWARD AND ACCEPTANCE OF FHWA SECTION 112 FEDERAL TRANSPORTATION PLANNING FUNDS IN THE TOTAL AMOUNT OF \$212,483 FOR SANTA FE METROPOLITAN PLANNING ORGANIZATION PROGRAM OPERATIONS; NEW MEXICO DEPARTMENT OF	APPROVED ON CONSENT	16
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TRANSPORTATION.

REQUEST FOR APPROVAL OF FTA SECTION 5303 FEDERAL TRANSPORTATION PLANNING FUNDS IN THE TOTAL AMOUNT OF \$65,080 FOR SANTA FE METROPOLITAN PLANNING ORGANIZATION PROGRAM OPERATIONS; NEW MEXICO DEPARTMENT OF TRANSPORTATION.	APPROVED ON CONSENT	16
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REQUEST FOR APPROVAL TO PURCHASE CAPITAL EQUIPMENT IN THE AMOUNT OF \$116,808.52 FOR FISCAL YEAR 2018/2019 UTILIZING A COOPERATIVE AGREEMENT - NM LAWN AND GARDEN EQUIPMENT CONTRACT; JOHN DEERE & COMPANY/DEALER: AUSTIN TURF \$ TRACTOR.	APPROVED ON CONSENT	16
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REQUEST FOR APPROVAL OF AWARD AND CONSTRUCTION AGREEMENT IN THE AMOUNT NOT TO EXCEED \$4,000,000 EXCLUSIVE OF NMGR T FOR ON-CALL ROADWAY AND TRAILS CONSTRUCTION SERVICES; GM EMULSION LLC., EMCO OF SANTA FE LLC., ALLIED 360 CONSTRUCTION LLC.	APPROVED ON CONSENT	16
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REQUEST FOR APPROVAL OF AMENDMENT NO. 8 TO THE ORIGINAL PROJECT MANAGEMENT AND FISCAL SERVICES AGREEMENT ("PMFSA") ITEM NO. 07-1051 BETWEEN THE BUCKMAN DIRECT DIVERSION BOARD AND THE CITY OF SANTA FE.	APPROVED	16-17
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REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT FOR A TIME EXTENSION - EMERGENCY REPAIR FOR OPERATIONS AND MAINTENANCE; ALPHA SOUTHWEST.	APPROVED ON CONSENT	17
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REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT FOR THE AMOUNT OF \$84,000 FOR FY 2018/2019, \$504,459.50 FOR FY 2020/2021 EXCLUSIVE OF NMGR, FOR THE ESTABLISHED ELECTRONIC BILLING; VALLI INFORMATION SYSTEMS DBA POSTAL PROS.	APPROVED ON CONSENT	17
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REQUEST FOR APPROVAL OF AMENDMENT APPROVED ON CONSENT NO. 1 TO RECEIVE ADDITIONAL ENTITLEMENT FUNDS IN THE AMOUNT OF \$21,302 - AIP GRANT 3-35-0037-047-2017 FOR THE SANTA FE REGIONAL AIRPORT.	17
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REQUEST FOR APPROVAL OF COOPERATIVE EDUCATIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$307,274.08 FOR THE INSTALLATION OF MUNTERS FURNACES AT THE GENOVEVA CHAVEZ COMMUNITY CENTER; B&D INDUSTRIES INC.	APPROVED ON CONSENT	17-18
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REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT USING NM STATE PRICE AGREEMENT #50-000-15-00072 IN THE TOTAL AMOUNT OF \$139,944.30, INCLUSIVE OF NMGR FOR CONSTRUCTION SERVICES AT THE CITY OF SANTA FE ENVIRONMENTAL SERVICES OFFICES AT 1142 SILER ROAD; FACILITYBUILD INC.	APPROVED ON CONSENT	18
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REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF LEGISLATION IN THE 2019 LEGISLATIVE SESSION TO AUTHORIZE THE PRACTICE OF DENTAL THERAPY AND GOVERN THE TRAINING AND LICENSOR OF DENTAL THERAPISTS IN NEW MEXICO.	APPROVED	18-19
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REQUEST FOR APPROVAL OF A RESOLUTION PROMOTING THE PRESERVATION AND CARE OF THE COLLEGE OF SANT FE ART COLLECTION	APPROVED	19
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BY PROMOTING AN ACTIVE LOAN PROGRAM TO ENSURE PUBLIC ACCESS TO AND EDUCATIONAL OPPORTUNITIES WITH SAID COLLECTION.

REQUEST FOR APPROVAL OF A RESOLUTION READOPTING AND SUPPLEMENTING FEE SCHEDULES FOR PLUMBING AND MECHANICAL/GAS PERMITS.

APPROVED ON CONSENT 19

REQUEST FOR APPROVAL OF AN ORDINANCE RELATING TO THE CITY OF SANTA FE ECONOMIC DEVELOPMENT PLAN ORDINANCE, ARTICLE 11-11 SFCC 1987; APPROVING AND ADOPTING A LOCAL ECONOMIC DEVELOPMENT PROJECT PARTICIPATION AGREEMENT BETWEEN THE CITY OF SANTA FE AND MARTY'S MEALS, INC. FOR LEASE PAYMENTS FOR THE EXPANSION OF A NEW HEADQUARTERS AND MANUFACTURING FACILITY, A LOCAL ECONOMIC DEVELOPMENT PROJECT.

APPROVED ON CONSENT 19

REQUEST APPROVAL FOR A RESOLUTION CONTRIBUTING PROPERTY AND RESOURCES TO NEW MEXICO INTER-FAITH HOUSING COMMUNITY DEVELOPMENT CORPORATION FOR DEVELOPMENT OF THE SANTA FE ARTS+CREATIVITY CENTER LOW INCOME HOUSING TAX CREDIT PROJECT PURSUANT TO THE AFFORDABLE HOUSING ACT.

APPROVED ON CONSENT 19-20

REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION NO. 2015-19, REGARDING THE DUTIES AND RESPONSIBILITIES OF THE VETERANS' ADVISORY BOARD; AUTHORIZING THE USE OF EXISTING FUNDS TO EDUCATE RESIDENTS AND PROMOTE THE OPTION FOR A

APPROVED ON CONSENT 20

**VOLUNTARY CONTRIBUTION TO THE
NEW MEXICO VETERANS' STATE
CEMETERY FUND FROM A TAX REFUND
ON FORM NMPIT-1.**

MATTERS FROM STAFF

PLANNING FOR FY 19 MID-YEAR BUDGET REVIEW	INFORMATION/DISCUSSION	20-21
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MATTERS FROM THE COMMITTEE	INFORMATION/DISCUSSION	21-22
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ADJOURN	ADJOURNED	22
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**FINANCE COMMITTEE
CITY HALL
CITY COUNCIL CHAMBERS
MONDAY, DECEMBER 17TH, 5:00 PM**

1. CALL TO ORDER

The meeting of the Finance Committee was called to order by Councilor Roman Abeyta, Chair, at 5:00 pm on Monday, December 17, 2018, in the City Council Chambers, City Hall, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Councilor Roman Abeyta, Chair
Councilor Signe Lindell
Councilor Carol Romero-Wirth

MEMBERS ABSENT

Councilor Christopher Rivera
Councilor Michael Harris

OTHERS PRESENT

Mary McCoy, Finance Director
Christina Keyes, Finance Department
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

Ms. Keyes said we want the Committee to know that we included the procurement memo for sole source in the meeting packet.

Chair Abeyta informed the Committee that the Economic Development Committee recommended approval for item (AD) earlier today.

MOTION A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the agenda as amended.

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

Councilor Lindell pulled items B, E, F, K and U for discussion.

Councilor Romero-Wirth pulled item AA for discussion.

MOTION A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the consent agenda as amended.

VOTE The motion passed unanimously by voice vote.

5. APPROVAL OF MINUTES NOVEMBER 19, 2018

MOTION A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

6. PRESENTATIONS

A. DECEMBER FINANCE DEPARTMENT EMPLOYEE OF THE MONTH CLARENCE ROMERO

Chair Abeyta and the Finance Committee recognized Mr. Clarence Romero, Finance Department of the Month, with a plaque which was read into the record.

7. CONSENT AGENDA

A. REQUEST FOR APPROVAL OF PROCUREMENT IN THE TOTAL AMOUNT OF \$263,758.45 USING STATE PRICE AGREEMENT #60- 000-15-00015 FOR FIVE TRANSIT VANS FOR THE DIVISION OF SENIOR SERVICES; CREATIVE BUS SALES, INC.

Approved on consent.

B. REQUEST FOR APPROVAL OF STATE PRICE AGREEMENT IN THE AMOUNT OF \$79,420.80 FOR THE PURCHASE OF LABOR COSTS TO BUILD POLICE DEPARTMENT VEHICLES; MHQ OF NEW MEXICO. Chief Andrew Padilla

Councilor Lindell asked have we advertised for the position that is vacant due to a retirement.

Chief Padilla said this is an IT position at the radio shop. That is not under our department so he is not privy to if they have advertised for that position.

Councilor Lindell asked did we put this out to bid.

Chief Padilla said no, MHQ is under State contract. The State contract gives us the ability to pick off the list. We have worked with this company before and thought it was best to go with them at this time.

Councilor Lindell said she would feel more comfortable if we got bids on things in the future.

Councilor Lindell said in the report it says we have been waiting for a pretty long time for some cars to get radios in them.

Chief Padilla said that is correct.

Councilor Lindell asked how many are we waiting on.

Chief Padilla said twenty eight to thirty.

Councilor Lindell asked how long did we wait on vehicles purchased in 2017.

Chief Padilla said they came in April or May so a six month turn around. These vehicles arrived last year. We waited nine to eleven months for all these vehicles to get issued out. We had to patiently wait for the radio shop or IT to build these vehicles for us. Fourteen of the vehicles have been there for over a year. They do not want to build these vehicles for us anymore because it delays City work. This is an unanticipated cost.

Councilor Lindell said three people work in the shop. Is anyone from IT here. (There was no one present from IT). We lost one person and we let twenty eight police cars sit for almost a year. Where have they been.

Chief Padilla said they have been stored at the Huey lot which is the main vehicle storage lot. It is by the airport. He appreciates her frustration. We felt it too.

Councilor Lindell asked why didn't this come to us before. Those cars are a year old now.

Chief Padilla said correct

Councilor Lindell said they have already depreciated significantly.

Chief Padilla said we work Department to Department doing the best we can.

Councilor Lindell said she wishes the City Manager was here. She thinks to have one person retire and have the result of that be we have fourteen brand new vehicles sit for a year, she is a little overwhelmed by this. She thinks it needs much more attention than us just approving this contract. We have a breakdown and failure that frankly she is surprised about. One person retires and we have an entire program come to a screeching halt and that is astounding to her. And to not know about it for almost a year is not acceptable.

Chair Abeyta asked does this still have to go to Council.

Ms. McCoy said yes.

Chair Abeyta said he would like a memo from the IT Department clarifying what happened and how are we are going to address this going forward. He agrees with Councilor Lindell. We need a plan moving forward and if that means contracting this service out so be it. He also thinks we need a mechanism and someone to keep us informed of problems like this and bring them to someone's attention so it does not happen again. That should be part of the City Council packet. He would like to have it as soon as possible.

Councilor Romero-Wirth said she agrees with needing this information for the City Council packet. She does not feel that we should hold this up. It has already been held up and we need to get these vehicles in operation. Holding this up is just adding to the problem.

Councilor Lindell said she thinks Councilor Romero-Wirth is correct, but she is just astounded. We had fourteen cars sit in a lot waiting to get radios in them for a year. We definitely need the City Manager to look into this. Should we even have a radio shop. Should all this be subbed out. Should it go out to bid. She would like for it to never happen again.

MOTION A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve this request with direction to staff to prepare a memo and plan for the future for this work and, if possible, a cost analysis of eliminating the radio shop.

VOTE The motion was approved unanimously by voice vote.

- C. REQUEST FOR APPROVAL OF DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE FY18 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM-LOCAL SOLICITATION IN THE TOTAL AMOUNT OF \$25,215 FOR REPLACEMENT PORTABLE BREATH TEST MACHINES (PBT'S), SMALL EQUIPMENT AND SUPPLIES TO MAINTAIN THE BODY WORK CAMERA SYSTEM; U.S.**

DEPARTMENT OF JUSTICE.

Approved on consent.

- D. REQUEST FOR APPROVAL OF THE NM DEPARTMENT OF TRANSPORTATION CONSOLIDATED PROJECT AGREEMENT IN THE TOTAL AMOUNT OF \$74,223 FOR FUNDING OF PROJECTS END DRIVING WHILE IMPAIRED (ENDWI), BUCKLE UP/CLICK IT OR TICKET (BKLUP/CIOT). SELECTIVE TRAFFIC ENFORCEMENT PROGRAM/100 DAYS AND NIGHTS OF SUMMER (STEP/DNOS); NM DEPARTMENT OF TRANSPORTATION.**

Approved on consent.

- E. REQUEST FOR APPROVAL OF GSA CONTRACT IN THE TOTAL AMOUNT OF \$158,409 FOR THE FARO LASER SCANNER SYSTEM.
Chief Andrew Padilla**

Councilor Lindell asked have we used this system before.

Chief Padilla said this is the new system. We do have one scanner in place at this time, however; this has new technology. We have identified the funding and that is why we are moving forward. We have tested it and evaluated it. This is what the District Attorney's Office likes to use in the prosecution of it's cases.

Councilor Lindell said so other Departments are using this same system.

Chief Padilla said yes.

Councilor Lindell asked who will be trained for this technology.

Chief Padilla said our Crime Scene Technicians.

Councilor Lindell asked have we talked to other departments about how this particular system works.

Chief Padilla said yes, we have.

Councilor Lindell asked we have one scanner system already.

Chief Padilla introduced Officer Ricky Yxquyerdi. Officer Yxquyerdi explained the traffic team uses the total system. This is a closed scanner station that measures in 3D. We will use that one on every fatal or great bodily injury crash.

Councilor Lindell asked does it get used every week.

Chief Padilla said on average it is used twenty to twenty five times a year.

Councilor Lindell said when she goes through this invoicing from FARO it looks like it has a lot of add ons to the actual costs. We don't have one of these now. Why do we need to start out with two of them. Why not one.

Chief Padilla said the traffic team uses it heavily

Councilor Lindell said this is not inexpensive, why start with two if it will be used only twenty to twenty five times a year.

Chief Padilla said they use it twenty to twenty five times a year. The one we have is not compatible with what crime scene uses. This new one can do both. The crime scene unit would use it twenty to twenty five times a year in addition to the traffic team. They have to be maintained and sent out for a month each year. The second system would serve as a back up.

Councilor Lindell asked what is the source of the funding

Chief Padilla said traffic calming funds.

Councilor Lindell asked so both are in traffic calming.

Chief Padilla said correct.

Councilor Lindell said we are trying to figure out how to do these things. She is not clear that we need two instead of one.

Chair Abeyta asked was this something contemplated when you put your budget together.

Chief Padilla said no, we were doing planning to purchase the system and examining options.

Chair Abeyta asked when you did your planning did you know you needed two of these.

Chief Padilla said yes. We have been working on this for two and a half years while the technology was tested. When funding became available we identified this year would be the time to purchase these items.

Chair Abeyta asked are we talking about three machines.

Chief Padilla said a total of two. We don't have one like this now. The one we have is 2D.

Chair Abeyta asked so one for crime scene and one for traffic.

Chief Padilla said that is correct.

Councilor Lindell asked these two new ones are not the same.

Chief Padilla said they are identical. One will be used for crime scene and one for traffic. They are interchangeable.

Chair Abeyta asked do you feel confident you have enough budget to accommodate both and everything else you need for year.

Chief Padilla said yes.

Chair Abeyta asked you won't come in for a BAR.

Chief Padilla said no sir.

Councilor Romero-Wirth asked the one that is 2D, what happens to that one.

Chief Padilla said it would be stored and kept as a last resort. After six months to a year we may auction it.

Councilor Romero-Wirth said you said funding became available. Where did it come from.

Chief Padilla said it is coming from the fees that get routed to traffic calming. They increased and this company is less expensive than we anticipated so we had the funds.

Councilor Romero-Wirth asked so the cost came down and you had more revenue in a fund than you anticipated.

Chief Padilla said yes.

Councilor Romero-Wirth asked traffic calming funds, what other things do we use those funds for.

Chief Padilla said traffic safety and improvement of the quality of life in Santa Fe. It is a business unit line item in the Police Department.

Councilor Romero-Wirth asked so what fees feed the traffic calming fund.

Nancy Jiminez said a portion of every speeding ticket issued by the Police Department goes into the fund. We don't normally tap into it until it has quite a bit of cash balance. Right now there is over \$300,000 in the fund.

Councilor Romero-Wirth said she is interested in educating herself about the fund. What other things do you pay for out of this fund. Why is there more money in the fund than you anticipated.

Ms. Jiminez said it has been building for several years. We have not tapped into it for four or five years. It rolled over every year. For big ticket items we push them off and if we can we use this fund.

Ms. McCoy said we can provide a multiple year history of this fund if you would like and what purchases have been made.

Councilor Romero-Wirth asked why is it called traffic calming. Is this in our statutes that a portion of speeding tickets goes into this fund. Maybe we should be budgeting for these things. She is curious about the fund itself.

Councilor Lindell asked is anyone here from FARO.

Chief Padilla said no, just from the Department.

Councilor Lindell said in terms of traffic calming she thinks Councilor Romero-Wirth is thinking along the lines she is. She has made requests for traffic calming in terms of solar powered speed limit signs that flash when people are speeding. Is that something we could do with this money.

Chief Padilla said those are maintained by the Streets Department.

Councilor Lindell asked would not that be a reasonable use of traffic calming funds.

Chief Padilla said that is something we can explore.

Councilor Lindell said she has put many requests in for those and it went nowhere. She did not realize we had a traffic calming fund. It is important to find out if those monies are to be directed toward traffic calming. This should be in the regular budget, not traffic calming. She will talk with Ms. Wheeler.

Chair Abeyta asked Ms. McCoy to get the Committee more information on this fund. It makes sense to him that we would purchase these machines out of that fund. Maybe traffic calming is the wrong term to name the fund. The question in his mind is

do we need two of them right now.

Councilor Romero-Wirth said one of these is for traffic and the other one is for crime scenes not traffic related.

Chief Padilla said correct.

Councilor Romero-Wirth asked is there another fund for the other one to come out of.

Chief Padilla said that is a decision of the Committee. We could buy one and put the other one in our budget.

Councilor Romero-Wirth asked which one is needed more.

Chief Padilla said they are both needed.

Councilor Romero-Wirth said it would be interesting to know how many fatal crashes we have where we would deploy this and how many crime scenes we have where we would deploy this. If they happen simultaneously are we putting a burden on you to share a machine.

Chief Padilla said when one is down the other one will be readily available to use.

Councilor Romero-Wirth asked how often does that happen that there is a bad traffic accident and a homicide at the same time. You have great arguments.

Chief Padilla asked by the time this hits City Council we can provide those stats.

Chair Abeyta asked has this gone to Public Safety.

Chief Padilla said it goes tomorrow. If you want to move forward we will provide stats for Council and will move forward with your direction about two machines.

MOTION A motion was made by Councilor Lindell, seconded by Chair Abeyta, to move this request forward without recommendation.

DISCUSSION Councilor Romero-Wirth said she is in favor of going forward, but with the suggestion that the Police Department purchase one machine and see if a second one is warranted.

Chair Abeyta asked what if Finance goes with that and Public Safety says to go forward with two. Do we debate that at Council.

Ms. McCoy said if it is approved at Public Safety it would be debated at City Council.

Councilor Romero-Wirth said what goes to them tomorrow will be different because we changed it. That goes to Committee tomorrow, but they could change it back and then send it to Council.

Ms. McCoy said correct. The Department would have twenty four hours to answer any questions this Committee brings forward and a few weeks for the Governing Body.

Councilor Romero-Wirth asked Councilor Lindell if she would withdraw her motion and we can do a new motion with the idea to purchase one and see if a second one is warranted and if it is we build it into the budget.

Councilor Lindell withdrew her motion and Chair Abeyta withdrew his second.

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Lindell, to approve the purchase of one machine, try using it and see if a second one is warranted. If it is then build it into the budget for next year.

VOTE The motion passed unanimously by voice vote.

F. REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$115,331.96. INCLUSIVE OF NMGR FOR THE DESIGN SERVICES SCOPE REQUIRED FOR PROPOSED IMPROVEMENTS TO THE SALVADOR PEREZ RECREATION BUILDING USING COOPERATIVE EDUCATIONAL SERVICES (CES), WHPACIFIC. Jason Kluck

Councilor Lindell asked did we get multiple bids on this.

Mr. Kluck said no. This is through CES pricing. Cooperative Educational Services. We have worked with them for eight years.

Chair Abeyta asked what are they.

Mr. Kluck said they were a procurement agency for schools to start out and now they allow municipalities or government bodies to work through them as a procurement agent. They put out RFPs for all kinds of work and municipalities can piggy back off of those.

Councilor Lindell said she thinks the CES bidding process is unclear. We don't know if this is the best price. It is essential that they are approved by an agency to do

this type of work.

Ms. McCoy said yes that is correct. It is similar to the Statewide Price Agreement. There may be multiple vendors approved by the State.

Councilor Lindell said but does not mean that specific to this project who we select is the lowest price.

Ms. McCoy said in general that is correct.

Mr. Kluck said a point of clarification is it is approximately 8.5% of projected construction costs and that is in the middle of the design chart that has been in existence since the mid 80s. We follow that chart.

Councilor Lindell said she would like it to be the lowest qualified.

Mr. Kluck said he agrees it is possible.

Councilor Lindell asked is there any reason we don't ask other qualified people from the list to bid.

Mr. Kluck said no reason and we have done that in the past. We went with them because they did the structural analysis to start with and the need is critical. We did not want to spend any more time than we had to.

Chair Abeyta said so time and familiarity with the project effected the decision.

Mr. Kluck said correct.

Councilor Lindell said she is not always convinced that we are getting the best price. Her preference is to have more than one bid.

Councilor Romero-Wirth asked Mary isn't CES trying to work with economies of scale.

Ms. McCoy said we will get back to you with information on that.

Councilor Romero-Wirth said that would be helpful.

MOTION A motion was made by Commissioner Lindell, seconded by Councilor Romero-Wirth, to approve the request.

Chair Abeyta said Councilor Lindell does raise a good point. Whenever possible we should go out to bid on large projects and now you know how this Committee feels on that.

VOTE The motion passed unanimously by voice vote.

- G. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$216,117 FOR KITCHEN ANGELS, INC, TO ACT AS PROJECT MANAGER AND PROVIDE RELATED SERVICES AS OUTLINED IN NM SEVERANCE TAX BOND PROJECT #18-C2574; KITCHEN ANGELS, INC.**

Approved on consent.

- H. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$19,787.88 PLUS APPLICABLE GROSS RECEIPTS TAX TO PROVIDE ROADWAY LIGHTING DESIGN SERVICES AND RIGHT-OF-WAY FUNDING FOR AGUA FRIA AND COTTONWOOD INTERSECTION SAFETY IMPROVEMENT PROJECT; SOUDER MILLER & ASSOCIATES.**

Approved on consent.

- I. REQUEST FOR APPROVAL TO COMPLETE A GRANT APPLICATION AND TO EXECUTE A GRANT AGREEMENT FOR THE FY 2018 SECTION 5307 URBANIZED AREA APPORTIONMENT IN THE TOTAL AMOUNT OF \$1,577,518 FOR TRANSIT OPERATING EXPENSES; FEDERAL TRANSIT ADMINISTRATION.**

Approved on consent.

- J. REQUEST FOR APPROVAL TO COMPLETE A GRANT APPLICATION AND TO EXECUTE A GRANT AGREEMENT FOR THE FY 2019 CONGESTION MITIGATION AIR QUALITY FUNDING IN THE TOTAL AMOUNT OF \$71,773 FOR THE RIDEFINDERS PROGRAM; FEDERAL TRANSIT ADMINISTRATION.**

Approved on consent.

- K. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$72,000 FOR SUBSCRIPTION TO STREAMING DIGITAL VIDEO, MUSIC, AUDIO BOOKS AND E BOOKS INCLUDING GRAPHIC NOVELS; MIDWEST TAPE "HOOPLA". Jeffrey Donlan**

Councilor Lindell asked why did this increase so dramatically.

Mr. Dolan said the demand has gone up. This past year we have been turning away about nine hundred requests a month from our patrons. There has been growth year by year. When we incorporated this collection into our catalogue, whose use has climbed, we were trying to get our patrons to go through our catalogue. We are finding our way forward to meeting the demand without spending an absurd amount of money.

Councilor Romero-Wirth asked if he would explain how this works.

Mr. Dolan said with a library card it allows you to make a "Hoopla" account and with our catalogue to get ebooks, audio books music and videos. Digital audio books are the biggest use. You could access this anywhere.

Councilor Romero-Wirth asked is it free to use

Mr. Dolan said yes.

Councilor Romero-Wirth asked so we make these available to people who do not have subscriptions otherwise through other ways.

Mr. Dolan said yes.

Mr. Dolan said "Hoopla" is a pay per use subscription and we have a dollar amount limit every day.

Councilor Romero-Wirth asked do we know that the people who are using this are the people who really need it.

Ms. Dolan said no. We don't track that.

Councilor Romero-Wirth asked do other libraries regulate this.

Mr. Dolan said no. Libraries keep a minimal amount of information on patrons. That is part of library privacy.

Councilor Romero-Wirth asked is this standard practice in other libraries.

Mr. Dolan said yes and a growing practice.

Councilor Romero-Wirth asked are other libraries finding the need to do things to deal with the raising cost.

Mr. Dolan said he is sure they are all facing his issue. We don't think we should ignore the demand.

Councilor Romero-Wirth said she is curious if other libraries are looking at

limiting usage to those who really need this option.

Chair Abeyta said he has a Kindle himself. His sons get iPads through school so if they have library card and this service they can use the iPad to check out without going physically to the library.

Mr. Dolan said yes.

Chair Abeyta said as schools are issuing tablets as opposed to books this is one use the students could have.

Mr. Dolan said yes. "Hoopla" has an enormous collection so it expands our collection without us having to have the physical space to store all those physical books.

Councilor Romero-Wirth asked what devices can you use.

Mr. Dolan said Amazon only works with Overdrive for Libraries. Any other one can be used. A Kindle Fire works.

Councilor Romero-Wirth asked do the public schools also put money in to give students this access.

Mr. Dolan said he doubts they can afford it. Their library budgets are very small.

Councilor Romero-Wirth said it seems like this primary use is working with schools for kids access. It seems like a partnership we ought to pursue. She would like to see people who can afford other options not use this.

Mr. Dolan said he doesn't know that we could prohibit that. We could target our marketing to people who do not have the money to do this.

Councilor Romero-Wirth said she encourages him to be smart about this money and how you use it.

Mr. Dolan said he appreciate that. We will endeavor to be smart about that.

Ms. Ochoa, the City Community Services Director, said we are doing library planning and a study and this is a great question for the study to address. We will do that.

Councilor Romero-Wirth said it seems like a natural fit.

MOTION A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the request.

VOTE The motion passed unanimously by voice vote.

- L. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$82,000 TRANSFERRING FISCAL RIGHTS, PRIVILEGES, OBLIGATIONS FROM SANTA FE COMMUNITY COLLEGE FOUNDATION TO SANTA FE COMMUNITY COLLEGE FOR CYC RECOMMENDED SERVICES.**

Approved on consent.

- M. REQUEST FOR THE APPROVAL OF SOLE SOURCE PROCUREMENT IN THE TOTAL AMOUNT OF \$75,000 FOR ANNUAL MEMBERSHIP DUE AND SUBSCRIPTIONS; FOR NEW MEXICO MUNICIPAL LEAGUE.**

Approved on consent.

- N. REQUEST FOR APPROVAL OF CHANGE ORDER IN THE AMOUNT OF \$7,714 FOR CONSTRUCTION PROCESS CHANGES TO THE DEPARTMENT'S TYPE 3 WILDLAND FIRE ENGINE; SUPER VACUUM MANUFACTURING CO. INC. - SV1.**

Approved on consent.

- O. REQUEST FOR THE APPROVAL OF AMENDMENT NO. 1 TO CDBG PROFESSIONAL SERVICES AGREEMENTS TO INCLUDE HUD REQUIRED 2 CFR 200 LANGUAGE: SFPS ADELANTE (\$25,000), SANTA FE CIVIC HOUSING AUTHORITY (\$55,000), THE SANTA FE HOUSING TRUST (\$70,000), INTERFAITH SHELTER (\$30,000), PRESBYTERIAN MEDICAL SERVICES (\$40,000), YOUTH SHELTERS AND FAMILY SERVICES (\$10,000), AND YOUTH SHELTERS AND FAMILY SERVICES (\$20,000).**

Approved on consent.

- P. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO CDBG PROFESSIONAL SERVICES AGREEMENT TO INCLUDE HUD REQUIRED 2 CFR 200 LANGUAGE: THE SANTA FE HOUSING TRUST SOLERAS STATION PROJECT (\$134,777).**

Approved on consent.

- Q. REQUEST FOR APPROVAL OF AWARD AND ACCEPTANCE OF**

FHWA SECTION 112 FEDERAL TRANSPORTATION PLANNING FUNDS IN THE TOTAL AMOUNT OF \$212,483 FOR SANTA FE METROPOLITAN PLANNING ORGANIZATION PROGRAM OPERATIONS; NEW MEXICO DEPARTMENT OF TRANSPORTATION.

Approved on consent.

- R. REQUEST FOR APPROVAL OF FTA SECTION 5303 FEDERAL TRANSPORTATION PLANNING FUNDS IN THE TOTAL AMOUNT OF \$65,080 FOR SANTA FE METROPOLITAN PLANNING ORGANIZATION PROGRAM OPERATIONS; NEW MEXICO DEPARTMENT OF TRANSPORTATION.**

Approved on Consent.

- S. REQUEST FOR APPROVAL TO PURCHASE CAPITAL EQUIPMENT IN THE AMOUNT OF \$116,808.52 FOR FISCAL YEAR 2018/2019 UTILIZING A COOPERATIVE AGREEMENT - NM LAWN AND GARDEN EQUIPMENT CONTRACT; JOHN DEERE & COMPANY/DEALER: AUSTIN TURF \$ TRACTOR.**

Approved on Consent.

- T. REQUEST FOR APPROVAL OF AWARD AND CONSTRUCTION AGREEMENT IN THE AMOUNT NOT TO EXCEED \$4,000,000 EXCLUSIVE OF NMGRF FOR ON-CALL ROADWAY AND TRAILS CONSTRUCTION SERVICES; GM EMULSION LLC., EMCO OF SANTA FE LLC., ALLIED 360 CONSTRUCTION LLC.**

Approved on Consent.

- U. REQUEST FOR APPROVAL OF AMENDMENT NO. 8 TO THE ORIGINAL PROJECT MANAGEMENT AND FISCAL SERVICES AGREEMENT ("PMFSA") ITEM NO. 07-1051 BETWEEN THE BUCKMAN DIRECT DIVERSION BOARD AND THE CITY OF SANTA FE. Nick Schiavo**

Councilor Lindell said explain the Las Companas change to us and how that effects the City.

Mr. Schiavo said Las Companas is broken out into co-op and the club now. The co-op gets water through Santa Fe County. The club gets water from us.

Councilor Lindell asked do you see this as advantageous over the course of

years to us.

Mr. Schiavo said in 2013 when the annexation agreement was done Las Companas customers were given to Santa Fe County. This is part of that cleanup. It will not effect the City either way.

Councilor Lindell asked it does not effect our water supply or usage.

Mr. Schiavo said no. Santa Fe County has sufficient water for their needs including Las Companas.

MOTION A motion was made by Councilor Lindell, seconded by Chair Abeyta, to approve the request.

VOTE The motion passed unanimously by voice vote.

- V. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT FOR A TIME EXTENSION - EMERGENCY REPAIR FOR OPERATIONS AND MAINTENANCE; ALPHA SOUTHWEST.**

Approved on consent.

- W. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT FOR THE AMOUNT OF \$84,000 FOR FY 2018/2019, \$504,459.50 FOR FY 2020/2021 EXCLUSIVE OF NMGR, FOR THE ESTABLISHED ELECTRONIC BILLING; VALLI INFORMATION SYSTEMS DBA POSTAL PROS.**

Approved on consent.

- X. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO RECEIVE ADDITIONAL ENTITLEMENT FUNDS IN THE AMOUNT OF \$21,302 - AIP GRANT 3-35-0037-047-2017 FOR THE SANTA FE REGIONAL AIRPORT.**

Approved on consent.

- Y. REQUEST FOR APPROVAL OF COOPERATIVE EDUCATIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$307,274.08 FOR THE INSTALLATION OF MUNTERS FURNACES AT THE GENOVEVA CHAVEZ COMMUNITY CENTER; B&D INDUSTRIES INC.**

Approved on consent.

Z. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT USING NM STATE PRICE AGREEMENT #50-000-15-00072 IN THE TOTAL AMOUNT OF \$139,944.30, INCLUSIVE OF NMGRS FOR CONSTRUCTION SERVICES AT THE CITY OF SANTA FE ENVIRONMENTAL SERVICES OFFICES AT 1142 SILER ROAD; FACILITYBUILD INC.

Approved on consent.

AA. REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF LEGISLATION IN THE 2019 LEGISLATIVE SESSION TO AUTHORIZE THE PRACTICE OF DENTAL THERAPY AND GOVERN THE TRAINING AND LICENSOR OF DENTAL THERAPISTS IN NEW MEXICO.
Jesse Guillen

Councilor Romero-Wirth said this is a Resolution for the Governing Body to support Legislation. She wants to make sure we are considering on this that the Bill is considered the scope of practice. She was a Bill drafter in the 80s for the Legislature. She would like to see the two sides on this get together. It is true that we don't have enough dental services available to all the people who need them and there is a real question about how we meet that need. Also there is a question of making sure the people doing those different things are well trained and that they have the education and training in our effort to meet this important need for dental care and that it is done appropriately and they are talking to all sides. The dentists and others. She wants to make sure that in what we are directing we get all the sides together to work out what is appropriate. She is not sure what dental therapy means. She is struggling with this. People go to school for a long time to be lawyers. It is the same thing here. We should not be taking sides. She wanted to draw attention to that.

Council Lindell said in reading this she is not overly familiar with this. It says they have to work under a dentist. She is probably going to support this. She doesn't think the State of New Mexico has a dental school. We have a tremendous shortage of dentists here. Dental care for underserved communities is scarce and necessary. This may expand the availability for some care. She is going to support it because of it being qualified by supervision by dentists.

MOTION A motion was made by Councilor Lindell, seconded by Chair Abeyta, to approve the request.

DISCUSSION Councilor Romero-Wirth said it would be helpful if we had someone here to help us figure this out. She doesn't think we have dental therapists now. They are more than hygienists, but less than a dentist. She would like more information on this.

Councilor Lindell said page 2 of the Bill, line 11 says they are mid level practitioners supervised by dentists.

Councilor Romero-Wirth said she thinks they do not exist right now. Legislation is being pushed to create dental therapists. What she supports is the different sides getting together to work this out. She is uncomfortable with this. She knows there is a problem. They do need to get together at the Roundhouse and figure out how to get services to people who cannot get them. This makes us take sides and she is not comfortable with that.

Mr. Guillen said this goes to Council on the 9th of January.

VOTE The motion passed on a voice vote of 2 yes and 1 no. The no vote was Councilor Romero-Wirth.

AB. REQUEST FOR APPROVAL OF A RESOLUTION PROMOTING THE PRESERVATION AND CARE OF THE COLLEGE OF SANT FE ART COLLECTION BY PROMOTING AN ACTIVE LOAN PROGRAM TO ENSURE PUBLIC ACCESS TO AND EDUCATIONAL OPPORTUNITIES WITH SAID COLLECTION.

Approved on consent.

AC. REQUEST FOR APPROVAL OF A RESOLUTION READOPTING AND SUPPLEMENTING FEE SCHEDULES FOR PLUMBING AND MECHANICAL/GAS PERMITS.

Approved on consent.

AD. REQUEST FOR APPROVAL OF AN ORDINANCE RELATING TO THE CITY OF SANTA FE ECONOMIC DEVELOPMENT PLAN ORDINANCE, ARTICLE 11-11 SFCC 1987; APPROVING AND ADOPTING A LOCAL ECONOMIC DEVELOPMENT PROJECT PARTICIPATION AGREEMENT BETWEEN THE CITY OF SANTA FE AND MARTY'S MEALS, INC. FOR LEASE PAYMENTS FOR THE EXPANSION OF A NEW HEADQUARTERS AND MANUFACTURING FACILITY, A LOCAL ECONOMIC DEVELOPMENT PROJECT.

Approved on consent.

AE. REQUEST APPROVAL FOR A RESOLUTION CONTRIBUTING PROPERTY AND RESOURCES TO NEW MEXICO INTER-FAITH HOUSING COMMUNITY DEVELOPMENT CORPORATION FOR DEVELOPMENT OF THE SANTA FE ARTS+CREATIVITY CENTER

LOW INCOME HOUSING TAX CREDIT PROJECT PURSUANT TO THE AFFORDABLE HOUSING ACT.

Approved on consent.

AF. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION NO. 2015-19, REGARDING THE DUTIES AND RESPONSIBILITIES OF THE VETERANS' ADVISORY BOARD; AUTHORIZING THE USE OF EXISTING FUNDS TO EDUCATE RESIDENTS AND PROMOTE THE OPTION FOR A VOLUNTARY CONTRIBUTION TO THE NEW MEXICO VETERANS' STATE CEMETERY FUND FROM A TAX REFUND ON FORM NMPIT-1.

Approved on consent.

8. MATTERS FROM STAFF

A. PLANNING FOR FY 19 MID-YEAR BUDGET REVIEW

Ms. McCoy said the memo in your packet is intended to be a brief update on what you will be receiving in January. We will be doing this review at the January 22nd regular Finance Committee meeting. We will be giving you department level budget projections. As far as proposed adjustments we have outlined here what we are proposing for review at the meeting. They are competitive police pay, comp and class study and the Midtown Campus.

Chair Abeyta asked you will provide us with where we are relative to the project itself.

Ms. McCoy said correct. These are the items you will be taking action on. We will present a complete package.

Chair Abeyta asked is there anything else the Committee would like to see at this review.

Chair Abeyta said we have not done this before so this is a first run at it. He would like to see a prep or heads up on what we can expect moving into the budget itself. Maybe at the end provide us with looking forward such as this is what we think the next year budget will be.

Ms. McCoy said yes we can include that as well.

Councilor Romero-Wirth asked are you going to be discussing any other things

besides these things that are the big things.

Ms. McCoy said these are the items we will be bringing for adjustments at mid-year. They would regularly come to the Committee as budget adjustments. With this process we are packaging these together in a more compressive way.

Councilor Romero-Wirth asked will we be looking at or given an overview of just the revenue side and how our revenue sources are doing. We need to understand and start positioning both sides of the budget so we can see where the struggle is and that we don't have all the money we would like to have and there will be limits to what the money can do and understand how that works.

Ms. McCoy said we are going to do an indepth review. We plan, at this meeting, to take you through Department by Department to show you the revenue and expense side to give some understanding to where we are at mid-year and where we stand. This will enable us to start to understand where we are overspending our budget and start proposing how to manage that. Everything is up for discussion with Department Directors in front of this Committee. These conversations will be happening on a monthly basis where we cover budgets with Department Directors so we can be more nimble and make adjustments throughout the year.

Councilor Romero-Wirth said based on tonight's conversation, do we have a sense of how many dedicated funds we have in City government and how they are used. Sometimes it is better for a fund to go to the General Fund for prioritization. Are we in a position to have this conversation.

Ms. McCoy said those are questions that we are asking as well. We can schedule regular updates in front of the Committee so we all have that information. Our Chart of Accounts has been raised in several audits saying it is overly complicated and overly cumbersome. We can make those decisions in this Body. It does warrant a complete review. Especially as we are looking at how to create a rainy day fund.

Councilor Romero-Wirth asked is that above and beyond Reserves.

Ms. McCoy said correct.

Chair Abeyta said so the mid-year review will be on Tuesday, January 22nd. The day after the Martin Luther King holiday at 5:00 pm.

9. MATTERS FROM THE COMMITTEE

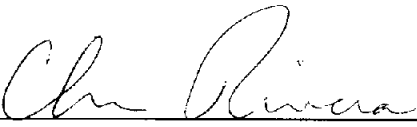
Chair Abeyta asked Mary, can you start researching the Affordable Housing Trust Fund. What are the different types of revenue funds that can go in there. Also he does want to get back to looking at processes we have in place or changes we need to

make to start disposing of City property. Is there a path forward for doing that. We want to sell property now when the economy is good.

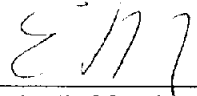
Ms. McCoy said we would be happy to look into both those items and get back to the Body.

10. ADJOURN

There being no further business before the Committee the meeting adjourned at 6:30 pm.



Councilor Roman Abeyta, Chair
Chris Rivera, Acting chair



Elizabeth Martin, Stenographer