

City of Santa Fe, NM
Regular Committee
Tuesday, January 22, 2019
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 - December 17, 2018

Item 5a

6. CONSENT AGENDA

- a) Request for Approval of Budget Amendment Resolution for the Quarter Ending December 31, 2018 (Second Quarter). (Andy Hopkins, Senior Budget Analyst, ajhopkins@santafenm.gov, 955-6177).

Item a.pdf

- b) Request for Approval of State Price Agreement in the Amount of at Least \$80,841.45 for Police Gear, Equipment and Ballistic Vests; Kaufman's West. (Nancy L. Jiminez, nljiminez@santafenm.gov, 955.5008)

Item b.pdf

- c) Request for Approval of Bid Award of RFP '19/02/P in the Amount of \$591,793 Exclusive of NMGR for the Refuse and Recycling Collection Route and Service Management System; Rubicon Global. (Shirlene Sitton, Environmental Services Division Director, sesitton@santafenm.gov, 955-2209)

Item c.pdf

- d) Request for Approval of Amendment No. 3 for a Time Extension and Amendment of Terms to the Original Information Technology Contract No. 13-1137 for implementation of the CIS Infinity Customer Information and Billing System; N. Harris Computer Corporation / Advanced Utility Systems. (Shannon Jones, Public Utilities Department Director, swjones@santafenm.gov, 955-4267)

Item d.pdf

- e) Request for Approval of Amendment No. 3 to Professional Services Agreement in the Amount of \$10,530, Exclusive of NMGR for the Cogeneration Interconnect Study for the Wastewater Treatment Plant; Mechanical & Electrical Engineering, Inc. (Alan MacGregor, Engineering Supervisor, asmacgregor@santafenm.gov, 955-4623)

Item e.pdf

- f) Request for Approval of Amendment No. 2 to Professional Services Agreement in the Amount of \$10,000, Exclusive of NMGR for SCADA Engineering at Wastewater Treatment; Wunderlich Malec Engineering. (Kenneth Espinoza, Wastewater Management Shift Supervisor, krespinoza@santafenm.gov, 955-4618)

Item f.pdf

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: January 18, 2019

TIME: 2:52 PM

g) Request for Approval of Amendment No. 3 to the Professional Services Agreement in the Amount of \$32,462.66, Inclusive of NMGR, for the Buckman Pipeline Erosion and Drainage Control Project; Molzen-Corbin & Associates. (Kristin Johansen, Engineer, kgjohansen@santafenm.gov, 955-4279)
[Item g.pdf](#)

h) Request for Approval of Award of Bid '19/13/P in the Amount of \$299,286.75, Inclusive of NMGR to Provide Engineering Services for a Capital Asset Management Plan – CIP# 3055; Financial Consulting Solutions Group Inc. (Lee Gagnon, Engineer Associate, lrgagnon@santafenm.gov, 955-4229)

1) Request for Approval of Budget Amendment Resolution
[Item h.pdf](#)

i) Request for Approval of Award of Bid '19/10/P in the Amount of \$517,552.67, Inclusive of NMGR, for Canyon Road Water Treatment Plant Comprehensive Performance Evaluation and Facility Optimization Evaluation Project; Carollo Engineers Inc. (Kristin Johansen, Engineer, kgjohansen@santafenm.gov, 955-4279)

1) Request for Approval of Budget Amendment Resolution
[Item i.pdf](#)

j) Request for Approval of Procurement using State Price Agreement in the Amount Over \$60,000 for FY 18/19 for Local and Long Distant Service for all City Offices; Century Link. (Yodel Catanach, IT Contract Analyst, yocatanach@ci.santa-fe.nm.us, 505-955-5575)
[Item j.pdf](#)

k) Request for Approval of Amendment No. 1 to Professional Services Agreement in the Total Amount of \$6,500, Plus GR, for Community Convention Center Website Update; Studio X Inc. ((Randy Randall, rrandall@santafenm.gov, 955-6209)
[Item k.pdf](#)

l) Request for the Approval of State Price Agreements for \$104,745.45 for Mobile Video Trailers; SCI Inc. (Deputy Chief Robert Vasquez, rvasquez@santafenm.gov, 505-955-5163)
[Item l.pdf](#)

m) Request for Approval of Procurement under State Price Agreements #61-805-16-14415, 60-805-16-14425, 80-805-17-16215 in the Total Amount of \$344,916.91 for One Truck with a Plow, Spreader and Dump Bed and One Truck with a 3500 Gallon Water Tank; Summit Truck Group, MCT Industries Inc and Construction Truck Equipment LLC. (Javier Martinez, Streets Division Director, jamartinez2@santafenm.gov, 955-2402)
[Item m.pdf](#)

n) Request for Approval of Change Order No. 3 in the Amount of \$666,444.67, Increasing the Original Contract Sum to \$1,422,777.15 Inclusive of NMGR for CIP Project #518b – Ft. Marcy HVAC Equipment Replacement; B&D Industries Inc. (Jason Kluck, PW Projects Administrator, jmkluck@santafenm.gov, 955-5937)
[Item n.pdf](#)

o) Request for Approval of the 2018-2019 Human Services Committees' Strategic Plan (Julie Sanchez, Program Manager, jjsanchez@santafenm.gov, 955-6678)
[Item o.pdf](#)

p) Request for Approval of the 2018-2019 Children and Youth Commissions' Strategic Plan (Julie Sanchez, Program Manager, jjsanchez@santafenm.gov, 955-6678)
[Item p.pdf](#)

q) Request for the Approval of Budget Amendment in the Amount of \$204,188 for Minimum Revenue Guarantee and Marketing Services for the Santa Fe Regional Airport; Northern New Mexico Air Alliance. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 955-2901)

Item q.pdf

r) Request for Approval of a Resolution Authorizing the Joining of the Coalition of Sustainable Communities New Mexico ("CSC") as a Founding Member; and Designating the Mayor as the City Representative on the Governing Board of the CSC. (Mayor Webber, Councilor Ives) (Regina Wheeler, Public Works Director, 955-6622, rawheeler@santafenm.gov)

Committee Review:
Public Works – 1/28/19
City Council – 1/30/19

Fiscal Impact: None

Item r.pdf

s) Request for Approval of a Resolution Supporting Federal Legislation to Designate Bandalier National Monument as a National Park and Preserve. ((Councilors Rivcra, Ives, and Lindell) (Jesse Guillen, Legislative Liaison, 955-6518, jbg Guillen@santafenm.gov)

Committee Review:
Public Works – 1/28/19
City Council – 1/30/19

Fiscal Impact: None

Item s.pdf

t) Request for Approval of a Resolution Establishing the Forward Look on Water Task Force to Evaluate the Current Water Rate Structure to Ensure the Rate Structure Supports Capital and Operational Costs of the Water Utility and that Those Costs are Distributed Between Rate Classifications that Align with the Overall Vision and Mission of the Utility and the City of Santa Fe. (Mayor Webber) (Shannon Jones, Public Utilities Director, 955-4642, swjones@santafenm.gov)

Committee Review:
Public Utilities – 1/2/19 (approved)
City Council – 1/30/19

Fiscal Impact: \$180,000

Item t.pdf

u) Request for Approval of a Resolution in Support of the New Mexico Health Security Act. (Councilor Villarreal) (Jesse Guillen, Legislative Liaison, 955-6518, jbg Guillen@santafenm.gov)

Committee Review:
Public Works – 1/28/19
City Council – 1/30/19

Fiscal Impact: None

Item u.pdf**7. MATTERS FROM THE CITY ATTORNEY**

a) Executive Session in Accordance with the New Mexico Open Meetings Act, Specifically NMSA 1978, Subsection 10-15-1(H), part (7), Attorney-Client Privileged Discussion Regarding Litigation in Which the City of Santa Fe Is or May Become a Participant, Specifically in Relation to Enforcing Warrantees on Road Repairs.

8. PRESENTATIONS

a) 2018 Gas Tax Update by Public Works (Regina Wheeler, Public Works Director, rawheeler@santafenm.gov)

9. MATTERS FROM STAFF

- a) FY20 Budget Update

MATTERS FROM THE COMMITTEE

ADJOURN

**SUMMARY OF ACTION
FINANCE COMMITTEE MEETING
CITY HALL, CITY COUNCIL CHAMBERS
TUESDAY, JANUARY 22, 2019, 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	1-2
APPROVAL OF MINUTES	APPROVED	2
<u>CONSENT AGENDA</u>		
REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION FOR THE QUARTER ENDING DECEMBER 31, 2018 (SECOND QUARTER) Andy Hopkins	APPROVED	2-3
REQUEST FOR APPROVAL OF STATE PRICE AGREEMENT IN THE AMOUNT OF AT LEAST \$80,841.45 FOR POLICE GEAR, EQUIPMENT AND BALLISTIC VESTS; KAUFMAN'S WEST. Nancy Jiminez	APPROVED ON CONSENT	3
REQUEST FOR APPROVAL OF BID AWARD OF RFP '19.02.P IN THE AMOUNT OF \$591,793 EXCLUSIVE OF NMGR FOR THE REFUSE AND RECYCLING COLLECTION ROUTE AND SERVICE MANAGEMENT SYSTEM; RUBICON GLOBAL. Shirleen Sitton	APPROVED	3-4

REQUEST FOR APPROVAL OF AMENDMENT NO. 3 FOR A TIME EXTENSION AND AMENDMENT OF TERMS TO THE ORIGINAL INFORMATION TECHNOLOGY CONTRACT NO. 13-1137 FOR IMPLEMENTATION OF THE CIS INFINITY CUSTOMER INFORMATION AND BILLING SYSTEM; N. HARRIS COMPUTER CORPORATION/ADVANCED UTILITY SYSTEMS. Shannon Jones	APPROVED	4-5
REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$10,530, EXCLUSIVE OF NMGR FOR THE COGENERATION INTERCONNECT STUDY FOR THE WASTEWATER TREATMENT PLANT; MECHANICAL & ELECTRICAL ENGINEERING, INC. Alan MacGregor	APPROVED ON CONSENT	5
REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$10,000, EXCLUSIVE OF NMGR FOR SCADA ENGINEERING AT WASTEWATER TREATMENT; WUNDERLICH MALEC ENGINEERING. Kenneth Espinoza	APPROVED ON CONSENT	5
REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$32,462.66, INCLUSIVE OF NMGR, FOR THE BUCKMAN PIPELINE EROSION AND DRAINAGE CONTROL PROJECT; MOLZEN-CORBIN & ASSOCIATES. Kristin Johansen	APPROVED ON CONSENT	5
REQUEST FOR APPROVAL OF AWARD OF BID '19/13/P IN THE AMOUNT OF \$299,286.75, INCLUSIVE OF NMGR TO PROVIDE ENGINEERING SERVICES FOR A	APPROVED	5-7

**CAPITAL ASSET MANAGEMENT
PLAN - CIP# 3055; FINANCIAL
CONSULTING SOLUTIONS GROUP
INC. Lee Gagnon**

<p>REQUEST FOR APPROVAL OF AWARD OF BID '19/10/P IN THE AMOUNT OF \$517,552.67, INCLUSIVE OF NMGR, FOR CANYON ROAD WATER TREATMENT PLANT COMPREHENSIVE PERFORMANCE EVALUATION AND FACILITY OPTIMIZATION EVALUATION PROJECT; CAROLLO ENGINEERS, INC. Kristin Johansen</p>	<p>APPROVED</p>	<p>7-9</p>
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<p>REQUEST FOR APPROVAL OF PROCUREMENT USING THE STATE PRICE AGREEMENT IN THE AMOUNT OVER \$60,000 FOR FY 18/19 FOR LOCAL AND LONG DISTANCE SERVICE FOR ALL CITY OFFICES; CENTURY LINK. Yodel Catanach</p>	<p>APPROVED</p>	<p>9-10</p>
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<p>REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$6,500, PLUS GRT, FOR COMMUNITY CONVENTION CENTER WEBSITE UPDATE; STUDIO X INC. Randy Randall</p>	<p>APPROVED ON CONSENT</p>	<p>10</p>
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<p>REQUEST FOR THE APPROVAL OF STATE PRICE AGREEMENTS FOR \$104,745.45 FOR MOBILE VIDEO TRAILERS; SCI INC. Deputy Chief Robert Vasquez</p>	<p>APPROVED</p>	<p>10-11</p>
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<p>REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT #61-805-16-14414, 60-805-16-14425, 60-805-17-16215 IN THE TOTAL AMOUNT OF \$344,916.91 FOR ONE TRUCK WITH A PLOW,</p>	<p>APPROVED ON CONSENT</p>	<p>11</p>
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**SPREADER AND DUMP BED AND
ONE TRUCK WITH A 3500 GALLON
WATER TANK; SUMMIT TRUCK
GROUP, MCT INDUSTRIES INC.
AND CONSTRUCTION TRUCK
EQUIPMENT LLC. Javier Martinez**

REQUEST FOR APPROVAL OF CHANGE ORDER NO. 3 IN THE AMOUNT OF \$666,444.67, INCREASING THE ORIGINAL CONTRACT SUM TO \$1,422,777.15 INCLUSIVE OF NMGR FOR CIP PROJECT #518B - FT. MARCY HVAC EQUIPMENT REPLACEMENT; B&D INDUSTRIES INC. Jason Kluck	APPROVED	12-13
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REQUEST FOR APPROVAL OF THE 2018-2019 HUMAN SERVICES COMMITTEES' STRATEGIC PLAN. Julie Sanchez	APPROVED W/O RECOMMENDATION	13-19
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REQUEST FOR APPROVAL OF THE 2018-2019 CHILDREN AND YOUTH COMMISSIONS' STRATEGIC PLAN. Julie Sanchez	APPROVED	19-20
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REQUEST FOR THE APPROVAL OF BUDGET AMENDMENT IN THE AMOUNT OF \$204,188 FOR MINIMUM REVENUE GUARANTEE AND MARKETING SERVICES FOR THE SANTA FE REGIONAL AIRPORT; NORTHERN NEW MEXICO AIR ALLIANCE. Mark Baca	APPROVED	20-21
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REQUEST FOR APPROVAL FOR A RESOLUTION AUTHORIZING THE JOINING OF A COALITION OF SUSTAINABLE COMMUNITIES NEW MEXICO (CSC) AS A FOUNDING MEMBER; AND DESIGNATING THE MAYOR AS THE CITY REPRESENTATIVE ON THE GOVERNING BOARD OF THE CSC.	APPROVED ON CONSENT	21
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REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING FEDERAL LEGISLATION TO DESIGNATE BANDALIER NATIONAL MONUMENT AS A NATIONAL PARK AND PRESERVE.	APPROVED ON CONSENT	21
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REQUEST FOR APPROVAL OF A RESOLUTION ESTABLISHING THE FORWARD LOOK ON WATER TASK FORCE TO EVALUATE THE CURRENT WATER RATE STRUCTURE TO ENSURE THE RATE STRUCTURE SUPPORTS CAPITAL AND OPERATIONAL COSTS OF THE WATER UTILITY AND THAT THOSE COSTS ARE DISTRIBUTED BETWEEN RATE CLASSIFICATIONS THAT ALIGN WITH THE OVERALL VISION AND MISSION OF THE UTILITY AND THE CITY OF SANTA FE. Shannon Jones	APPROVED	21-22
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REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF THE NEW MEXICO HEALTH SECURITY ACT.	APPROVED	22
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MATTERS FROM THE CITY ATTORNEY

EXECUTIVE SESSION IN ACCORDANCE WITH THE NEW MEXICO OPEN MEETINGS ACT, SPECIFICALLY NMSA 1978, SUBSECTION 10-15-1 (H), PART (7), ATTORNEY-CLIENT PRIVILEGED DISCUSSION REGARDING LITIGATION IN WHICH THE CITY OF SANTA FE IS OR MAY BECOME A PARTICIPANT, SPECIFICALLY IN RELATION TO ENFORCING WARRANTEES ON ROAD REPAIRS.	EXECUTIVE SESSION	22-23
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PRESENTATIONS

2018 GAS TAX UPDATE BY PUBLIC WORKS. Regina Wheeler, Javier Martinez	INFORMATION/DISCUSSION	23-26
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MATTERS FROM STAFF

FY 20 BUDGET UPDATE	INFORMATION/DISCUSSION	26-28
MATTERS FROM THE COMMITTEE	NONE	28
ADJOURN	ADJOURNED	28

**FINANCE COMMITTEE MEETING
CITY HALL, CITY COUNCIL CHAMBERS
TUESDAY, JANUARY 22, 2019, 5:00 PM**

1. CALL TO ORDER

The regular meeting of the Finance Committee was called to order by Councilor Christopher Rivera, Chair, at 5:00 pm on Tuesday, January 22, 2019 at City Hall in the City Council Chambers, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

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

MEMBERS ABSENT

Councilor Roman Abeyta, Excused

OTHERS PRESENT

Mary McCoy, Finance Department Director
Erin McSherry, City Attorney
Brad Fluetsch, Finance Department
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

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

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

Ms. McCoy noted that a revised memo for item O has been passed out that described changes in the item.

This revised memo is herewith attached to these minutes as Exhibit "1".

Ms. McCoy requested to pull item C from consent to allow staff to highlight several changes in the item.

Councilor Lindell pulled items D, H, I, L, N, O, P and Q for discussion

Councilor Harris pulled items A and T for discussion

Chair Rivera pulled items C, J, N and U. He is pulling item U to recuse himself from the vote and 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
DECEMBER 17, 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. CONSENT AGENDA

**A. REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION
FOR THE QUARTER ENDING DECEMBER 31, 2018 (SECOND
QUARTER) Andy Hopkins**

Councilor Harris said on page 2, the spread sheet titled Council Approved Program Budget Amendments, he did not quite understand the carry over on the new bond.

Mr. Hopkins said that additional amount was for bond premiums. It is not to be allocated, but is recognized as revenue.

Councilor Harris asked similar to the gas tax.

Mr. Hopkins said correct.

Councilor Harris asked could you run through that process.

Mr. Hopkins said when the bonds were issued in November we issued \$20 million at par value. We issue at a 5% coupon. The current interest rate is between 1% and

3%. Bond payers pay a premium and those additional proceeds are received by the City and we are amortize those premiums over the life of the bond.

Councilor Harris said thank you. He was unaware of that amount.

Mr. Hopkins said some of that was spent on the cost of issuance. The net is \$2,346,000.

Councilor Harris said on the next line is the Airport runway rehab. That is the fund, but that \$1.5 million is actually for the parking lot. He doesn't know if that is the best category to use. We are doing a lot of runway rehab work. We might want to look at putting that in a different line specifically for the parking lot.

Mr. Hopkins said that fund is a misnomer. When it was initially set up it was for runway projects. This year it was decided to cut down on the number of funds. His understanding was that this line was to be more of a catch all. The title needs to catch up with that.

Councilor Harris said we have 8 different Airport funds. Maybe change the title of that one.

Mr. Hopkins said that is the only one for this quarter, but those are not the only CIP funds going into that fund. On page 8 is an additional amount going in there.

Councilor Harris said this is just an observation. Maybe just change the title.

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

VOTE The motion passed unanimously by voice vote.

B. REQUEST FOR APPROVAL OF STATE PRICE AGREEMENT IN THE AMOUNT OF AT LEAST \$80,841.45 FOR POLICE GEAR, EQUIPMENT AND BALLISTIC VESTS; KAUFMAN'S WEST. Nancy Jiminez

Approved on Consent

C. REQUEST FOR APPROVAL OF BID AWARD OF RFP '19.02.P IN THE AMOUNT OF \$591,793 EXCLUSIVE OF NMGR FOR THE REFUSE AND RECYCLING COLLECTION ROUTE AND SERVICE MANAGEMENT SYSTEM; RUBICON GLOBAL. Shirleen Sitton

Ms. Sitton said you may remember that we had some changes at PUC and they

were all implemented. There is a discrepancy on the first page of the scope of work. It say fifty vehicles, but after the contract negotiation we found we could do sixty one vehicles is the correct number and is correct in the cost proposal.

MOTION A motion was made by Chair Rivera, seconded by Councilor Harris, to approve the request.

VOTE The motion passed unanimously by voice vote.

D. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 FOR A TIME EXTENSION AND AMENDMENT OF TERMS TO THE ORIGINAL INFORMATION TECHNOLOGY CONTRACT NO. 13-1137 FOR IMPLEMENTATION OF THE CIS INFINITY CUSTOMER INFORMATION AND BILLING SYSTEM; N. HARRIS COMPUTER CORPORATION/ADVANCED UTILITY SYSTEMS. Shannon Jones

Councilor Lindell asked when do we expect this to be completed

Mr. Jones said his anticipation is to have a finalized contract by the end of the fiscal year. There will be an eight month implementation so twelve to fourteen months to complete this.

Councilor Lindell said so eight more months of work to get this to go live.

Mr. Jones said that is his belief.

Councilor Lindell said once this is completed and live do we have an obligation to have an annual maintenance contract with this company.

Mr. Jones said there will be a updated support contract for software. The price is \$70,000 a year. It is capped at a 5% increase over the years.

Councilor Lindell said this has been an astoundingly painful contract. Even if this is approved by Council it will take four months to get it going.

Mr. Jones said his belief and intent is that once Amendment 3 is approved he will go back to Advanced to complete the scope. It will take four months to get finalized and back before you.

Councilor Harris said this is so convoluted. He assumed that to get to the point to negotiate terms there have been some discussions up to now. What are your thoughts going into budget hearings. The work will be budgeted in the next fiscal year.

Mr. Jones said that is correct. The plan is to get all the resources in place and included in the budget. It would not be budgeted for the Advance contract unless he has all the information.

Councilor Harris said he hopes you resolve it and wishes you luck Mr. Jones.

MOTION A motion was made by Councilor Harris, seconded by Councilor Lindell, to approve this request.

VOTE The motion passed unanimously by voice vote.

- E. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$10,530, EXCLUSIVE OF NMGR FOR THE COGENERATION INTERCONNECT STUDY FOR THE WASTEWATER TREATMENT PLANT; MECHANICAL & ELECTRICAL ENGINEERING, INC. Alan MacGregor**

Approved on Consent

- F. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$10,000, EXCLUSIVE OF NMGR FOR SCADA ENGINEERING AT WASTEWATER TREATMENT; WUNDERLICH MALEC ENGINEERING. Kenneth Espinoza**

Approved on Consent

- G. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$32,462.66, INCLUSIVE OF NMGR, FOR THE BUCKMAN PIPELINE EROSION AND DRAINAGE CONTROL PROJECT; MOLZEN-CORBIN & ASSOCIATES. Kristin Johansen**

Approved on Consent

- H. REQUEST FOR APPROVAL OF AWARD OF BID '19/13/P IN THE AMOUNT OF \$299,286.75, INCLUSIVE OF NMGR TO PROVIDE ENGINEERING SERVICES FOR A CAPITAL ASSET MANAGEMENT PLAN - CIP# 3055; FINANCIAL CONSULTING SOLUTIONS GROUP INC. Lee Gagnon**

Councilor Lindell asked could you just give an overview of what our purpose with this is. This is not her area of expertise and she is a bit confused as to what the need is for these engineering services and what we intend to do with these services and the Asset Management Plan.

Mr. Gagnon said the outcome we hope to have is a road map of how we can more efficiently rehab and replace the assets of our entire water system. The idea is to reduce spending and apply funds to only assets that need rehab and not spend so much on replacement. This will give us a twenty year plan for where we will spend the money and delegate the work. The other deliverable is to set us up toward being read to implement a software program which is a another procurement. This will set us up for success to procure software more efficiently. Asset management is mandated by the Water Trust Board funding. You are required to have a plan in place. We want to make this a business solution and not just check the box.

Councilor Harris said your explanation is good. He supports this. Since we are talking about this he is curious about the price difference between FCS and Souder Miller. It is significant. Her realizes FCS is doing a couple of additional tasks. Was the award due to money alone.

Mr. Gagnon said the cost was 20% of the weight in scoring. The evaluation team felt that the FCS group has the type of experience that would be more relevant to the City. It closer matched what we were asking for. They were not as confident with Souder Miller.

Councilor Harris said he understood. The only recommendation he has is that since there was a spread dollar wise, don't put the whole RFP in there, but put just the spreadsheet regarding scoring to substantiate what you said.

Mr. Gagnon said the price was \$186,000 before negotiations. The Optional tasks are significant.

Councilor Romero-Wirth said you mentioned a software program. Could you speak to that.

Mr. Gagnon said there are many leading software programs for asset management. It will bridge the gap between the CIP system and implementation. It is a software that is going to help us in engineering to speak with the source of supply guys on large projects and day to day projects. We will need to do some further evaluations and that is yet to be determined.

Councilor Romero-Wirth said learning from the Paris example, maybe we tighten up the contract so we don't have a runaway expenditure again.

Mr. Gagnon said yes.

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

VOTE The motion passed unanimously by voice vote.

I. REQUEST FOR APPROVAL OF AWARD OF BID '19/10/P IN THE AMOUNT OF \$517,552.67, INCLUSIVE OF NMGR, FOR CANYON ROAD WATER TREATMENT PLANT COMPREHENSIVE PERFORMANCE EVALUATION AND FACILITY OPTIMIZATION EVALUATION PROJECT; CAROLLO ENGINEERS, INC. Kristin Johansen

Councilor Lindell said on the memo page of the packet it talks about what this project is. It is again engineering services. Then the second paragraph talks about high priority projects. Which project is being referred to.

Ms. Johansen said the project is to run a comprehensive evaluation on the plant and understand what the highest priority projects are to rehab in the plan and to rank those projects and establish those projects for a CIP program for the plant. When we take those projects to construction the engineers will be the construction managers of the project.

Councilor Lindell asked so the design and permitting and construction are not part of this project as it is.

Ms. Johansen said that is correct.

Councilor Lindell asked how can we know what those expenses will be.

Ms. Johansen said that is a good question. There are some nebulous parts of budgeting this project. We have a pretty good idea of the expense for the top three projects. We were conservative in our projections. This infrastructure is critical to the treatment of water.

Councilor Lindell said she is uncomfortable with not having this broken out some. She feels like we are signing a pretty sizeable check when we don't know what projects we are approving. We have no idea of what those projects will cost. She is not comfortable.

Councilor Harris said he was struck by the same sentence. He thought this was another good solution. We went out to the Market Place and got four responses and these are good firms. He looked at the scope of work and they are doing a lot of work. He was surprised with that sentence, but then on page twenty it does identify initially the

high priority projects you mentioned. That tells him there has to be some level of understanding between engineering in the Water Department and the people offering the services to put that in there. There is some understanding of the solution and the amount of work. He will support this. The three projects identified are on page twenty.

Ms. Johansen said through this project they will, at the end of the day, have options to not continue to do construction and can stop at the first three tasks. The City has options.

Councilor Lindell said she gets that and that is a good thing, but the question is how much the engineering part of this is.

Ms. Johansen said as far as the design, this includes 100% of the design.

Councilor Lindell said this is an evaluation and facility evaluation. How much is the front end part of that and how much are the projects.

Ms. Johansen said we will have to look at that break down.

Councilor Harris said if you look at page twenty five there is a detailed spreadsheet of expenses and tasks. This is a pretty good packet.

Councilor Lindell said she does see the breakdown for the engineering as opposed to the actual project design, permitting and completion.

Ms. Johansen said task four through six is the project engineering design and permitting and then construction. Task zero, one, two and three are the prioritizations and alternative analysis of each project.

Councilor Lindell said she is not seeing this clearly somehow. This is all for the design and performance evaluation and engineering report. We asked for a \$517,000 contract that is supposed to include the design, permitting and construction of the projects. That leaves precious little money for the actual projects. It does not make any sense.

Ms. McCoy said the \$477,000 is excluding GRT.

Ms. Johansen said that is correct. This money is just for the engineering services and construction oversight, not for the materials of construction or hiring of a contractor. This gets us to 100% design, then we go out to bid with a separate request.

Councilor Lindell said the memo says this project includes the evaluation, permitting, design and construction so that is not correct.

Ms. Johansen said no, that is not correct. The engineering services during construction.

Councilor Lindell said that is not what this says in the memo so the memo is incorrect and needs to be corrected before Council.

Ms. Johansen said she will do that.

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

VOTE The motion passed unanimously by voice vote.

J. REQUEST FOR APPROVAL OF PROCUREMENT USING THE STATE PRICE AGREEMENT IN THE AMOUNT OVER \$60,000 FOR FY 18/19 FOR LOCAL AND LONG DISTANCE SERVICE FOR ALL CITY OFFICES; CENTURY LINK. Yodel Catanach

Chair Rivera said he pulled this because the City provides cell phones for most Directors and some staff. How many of those are there.

Mr. Catanach said there are 550 cell phones through our Verizon account. They are not tied to Century Link.

Chair Rivera asked how much do we pay for those.

Mr. Catanach said he will pull that information for him.

Chair Rivera said there are a lot of people getting rid of land lines and just using cell phones. Are we getting to that point.

Mr. Catanach said we do have a new procurement code here. IT is trying to get ahead of ensuring all of our partners are part of a cooperative agreement where legally we can have a partnership with them. We want to go to the process of internet phones. That will eliminate some of the pay points we have right now such as land lines and toll free accounts and long distance accounts. We do foresee this maintenance agreement minimizing dramatically next fiscal year. The second part is that IT just invested in a tool called Mobile Device Managing which will bring a lot of benefits to the City. It can control and manage every City cell and phone from one portal and can control everything that goes on that phone. That is part of asset management. If someone leaves the City and does not return the asset we can automatically turn it off. Verizon is different from this issue. It will bring control to the City with internet phones.

MOTION A motion was made by Chair Rivera, seconded by Councilor Harris, to

approve this request.

VOTE The motion passed unanimously by voice vote.

- K. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$6,500, PLUS GRT, FOR COMMUNITY CONVENTION CENTER WEBSITE UPDATE; STUDIO X INC. Randy Randall**

Approved on consent.

- I. REQUEST FOR THE APPROVAL OF STATE PRICE AGREEMENTS FOR \$104,745.45 FOR MOBILE VIDEO TRAILERS; SCI INC. Deputy Chief Robert Vasquez**

Councilor Lindell asked are these the trailers we use to go out with the cameras.

Deputy Chief Vasquez said we use them for the parks and problem areas of the City.

Councilor Lindell asked how many to we have.

Deputy Chief Vasquez said we have two.

Councilor Lindell asked do we own these.

Deputy Chief Vasquez said after we pay them off we do.

Councilor Lindell asked do we own the cameras.

Deputy Chief Vasquez said yes.

Councilor Lindell asked so SCI supplies the equipment we use.

Deputy Chief Vasquez said yes, they provide the warranty and service.

Councilor Lindell asked are these hard to maintain.

Deputy Chief Vasquez said they require a lot of maintenance and service.

Councilor Lindell said these seem to be very effective.

Deputy Chief Vasquez said correct. They are necessary and benefit the City of Santa Fe. We are requesting two more. Crime in Santa Fe is not isolated. On April 30,

2018, we had an increase in youth gang violence in Santa Fe. They committed a violent crime at the Tuscany Apartments. We deployed the camera system there. We also had a convicted sex offender and we used the cameras to monitor him. We were successful in disrupting the youth gang and apprehending the sex offender. Those are two examples of many successes.

Councilor Lindell asked were they placed in the Railyard Park.

Deputy Chief Vasquez said yes, multiple times. They are clearly marked as policy and are a huge deterrent against vandalism.

Councilor Lindell said she not only supports this she encourages you to budget in next years budget for ten more of these. The return on investment is pretty terrific. She heard from constituents that when they were placed in the Railyard Park it made a difference. These are effective and people in the community appreciate having them.

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

Councilor Harris said certainly these systems are force multipliers. He was on site at the Interfaith Shelter and one of the units was set up by the car lot. Joe, the shelter Director, made the statement that it had made a real difference in their ability to control some of what is going on that area. As soon as we can get these other two will be good and he agrees that we should consider additional units. This is a good thing.

VOTE The motion passed unanimously by voice vote.

M. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT #61-805-16-14414, 60-805-16-14425, 60-805-17-16215 IN THE TOTAL AMOUNT OF \$344,916.91 FOR ONE TRUCK WITH A PLOW, SPREADER AND DUMP BED AND ONE TRUCK WITH A 3500 GALLON WATER TANK; SUMMIT TRUCK GROUP, MCT INDUSTRIES INC. AND CONSTRUCTION TRUCK EQUIPMENT LLC. Javier Martinez

Councilor Lindell said this was pulled by mistake. She pulled item N. She absolutely supports this. The guys make the old truck work, but she is happy to see this budgeted and that we are going to start upgrading that fleet.

Approved on consent.

N. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 3 IN THE AMOUNT OF \$666,444.67, INCREASING THE ORIGINAL CONTRACT SUM TO \$1,422,777.15 INCLUSIVE OF NMGR FOR CIP PROJECT #518B - FT. MARCY HVAC EQUIPMENT REPLACEMENT; B&D INDUSTRIES INC. Jason Kluck

Councilor Lindell said this is one of those situations where they designed an item and did not have the money to implement the purchase and when we had the money the design unit was no longer available.

Mr. Kluck said that is correct. We will be redesigning as part of this contract.

Councilor Lindell asked how much is the design part.

Mr. Kluck said \$64,350. It will be done through construction administration.

Councilor Lindell said she is not a project manager, but it seems like we were trying to be more efficient by going ahead and having it all designed, but because we did not have the money we wound up not as efficient and adding cost. This kind of thing is something the project manager should talk about and not have happen again. It is not inexpensive.

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

Councilor Harris asked what was the original bid.

Mr. Kluck said \$510,000. They proposed a substitution of a Desert Air unit.

Councilor Harris asked we are going to Desert Air now.

Mr. Kluck said correct. The new design proposed is more vetted and is a better design.

Councilor Harris asked is this proposal consistent with the matrix you use to establish the design fees.

Mr. Kluck said we have not checked that. It is under 10%. It is a construction management type of contract.

Councilor Harris asked this is money from the GRT bond.

Mr. Kluck said correct.

Chair Rivera said the original amount was \$696,000.

Mr. Kluck said that was the contract total for the first phase and was approved by Council.

Chair Rivera said then there were some small amendments. This is the third amendment and this doubles the original contract. How did we get here.

Mr. Kluck said the \$696,000 would have been in the original contract, but it did not align with actual costs.

Chair Rivera asked why didn't you recommend this when it came up in January of 2018.

Mr. Kluck said the budget was not adequate.

Chair Rivera asked why then did we proceed.

Mr. Kluck said because there was a vast amount of work that could be done with those funds. We decided to do it after meeting with the City Manager. The infrastructure of the unit is done. We were able to do a big chunk of work

Chair Rivera said we were told something was \$700,000 and now it is a money pit. It could be said we bit off more than we could chew. This amendment is huge. We have to get better at what we are doing.

VOTE The motion passed unanimously by voice vote.

O. REQUEST FOR APPROVAL OF THE 2018-2019 HUMAN SERVICES COMMITTEES' STRATEGIC PLAN. Julie Sanchez

Chair Rivera said fill us in on why we have a new packet.

Ms. Sanchez said during Public Works Councilor Ives asked for additional information on data collection and Councilor Villarreal wanted the word historically added into the language. Those changes have been made.

Chair Rivera asked all of that is in the back of the packet.

Ms. Sanchez said correct.

Chair Rivera said there are a number of pages in this report. We could move this item on to Council so that we have time to look at the changes.

Councilor Lindell said she has some questions to ask.

Councilor Lindell said in the last couple of years we have spent a fair amount of time on this utilizing our resources for the best possible return. We made progress. How does this framework differ from the framework of our last grants cycle.

Ms. Sanchez said this is significantly different. This framework is nearly identical give or take a few changes in the process. The way of funding this year is what is different from previous years. We have revamped the evaluation tool and done a deeper dive into data and tailoring priority issues to what is currently happening in the City.

Councilor Lindell said she is concerned about the identifying of these four priority areas. She is concerned that we have a limited amount of money to effect change with. In the past we tended to distribute money in a way where no one got enough money to get traction. In the four areas identified one of the things the Executive Summary talks about is coordinating resources to maintain cost effectiveness. This talks about a safety net of services to meet the needs of the residents of Santa Fe. That is exactly what the Ordinance from 2016 talked about. A safety net and access to services. On page 6 of the packet she can't reconcile how some of these indicators and desired outcomes really and truly are falling within that. Her concern with it is that the committee made a decision to give each of these areas an equal amount of funding and she does not agree with that and does not think she can support that. All of these items are not safety net items. With the limited amount of money we have we struggle all the time and it seems to her it is not appropriate for us to put the same amount of money into each category. She is concerned that we are not using this money as the Ordinance asks us to do which is to supply a safety net to our most vulnerable population. Another thing with funding is where does the term "end framework" come from. What is that.

Ms. Sanchez answered it is from the results based accountability framework.

Councilor Lindell said she appreciates all the work that the committee does. It is hard work, but she is not sure how they came to these conclusions. She is not very comfortable with the equal funding. She is not sure that this is something she can support.

Councilor Harris asked how much money do you anticipate will be available through the grant process under this plan.

Ms. Sanchez said about \$850,000. This is for human services.

Councilor Harris asked children and youth is a bit more.

Ms. Sanchez said yes, it is \$1.1 million.

Councilor Harris said he is glad to hear from Julie, the Department and the committee. There are a lot of organizations that require funds and there is not even close to enough to go around. He believes the Community Services Department is the farthest along in terms of results based accountability. Councilor Lindell does have a good point about equal distribution. Some of these categories do not refer to a safety net. Is this distribution set in stone.

Ms. Sanchez said no, this is not the recommendation of the Department.

Councilor Romero-Wirth asked what is the average grant size.

Ms. Sanchez answered roughly for this pot of funding it is \$40,000. Some of the agencies focused on health are higher funded. We have about fourteen contracts.

Councilor Romero-Wirth asked does the committee look at the funding size and ability to be effective.

Ms. Sanchez said it is. The evaluation process is pretty rigorous. It looks at the organization's financials and standing with past grants.

Councilor Romero-Wirth asked is that grant size typical.

Ms. Sanchez said it has traditionally been about that size.

Councilor Romero-Wirth asked do we have a list of the grants being made. We approve this, but we don't see what they are.

Ms. Sanchez said the grants in this plan were approved two years ago by the Council. They will be coming up again in February.

Councilor Lindell said she understands this is all changing and people need time to absorb change, but the original scores show between low and medium low score, between high and medium high and medium to low scores. She would like to know the rationale for funding in the categories and the return we can get for this money. She is going to ask that the committee review the four areas. At this point, for her, she is not going to support this with equal funding. Those are her comments. She is open to moving forward with no recommendation, but would like the committee to review this in light of the comments made here tonight.

Chair Rivera said on page 4, the committee framework are those the areas to be looked at again for this funding cycle.

Ms. Sanchez said each one of these areas are new and just approved by the committee at their meeting in December. Some of the indicators are also new.

Chair Rivera said in appendix A, on page 11, the first four things, if you look at Santa Fe we are doing better than most of the nation in some of those areas so why were they picked.

Ms. Sanchez said those are a proxy indicator. On the far right it says disparities. In some we may be doing better than the United States as a whole, but that does not mean that some communities are doing better. Our next step is breaking down the disparities.

Chair Rivera said none of the first four have the disparities. If someone came with a proposal where we are doing good it would not be ranked high.

Ms. Sanchez said in the evaluation process they would have to make a really compelling argument to keep funding that.

Chair Rivera said some of these areas do not have numbers for Santa Fe. Why.

Ms. Sanchez said those two are incredibly difficult populations to track within the community. There are a number of nonprofits that have their own numbers, but they do not agree. It needs to be developed further to have the correct numbers.

Councilor Romero-Wirth asked so we have no data on homelessness in Santa Fe.

Ms. Sanchez said we do have numbers, but they vary widely depending on the agency you ask. The numbers we have are not necessarily representative of the homeless population. There is not a reliable number to measure the data against. We are coming up with a data agenda for hopefully the end of this fiscal year.

Councilor Lindell said in asking the committee to review this there are some striking numbers on this Appendix A such as the comparison to the national numbers, our numbers are painfully high. She would ask the committee to certainly take a look at that. She is not sure what the right thing to do is with this. She is willing to help. What is the time urgency of this.

Ms. Sanchez said we are looking at releasing an RFP the first week of February. She could bring the committee together for a special meeting to address the concerns.

Councilor Lindell said she is willing to pass this on to the Council with the recommendation that the committee reevaluate the distribution of funds.

Chair Rivera asked has this been through any other committees.

Ms. Sanchez said it has gone through Public Works and passed there.

Chair Rivera said with that approval it will go on to Council whether we pass it or not. It will go on January 30th.

Councilor Romero-Wirth asked would you have time to notice a special meeting of your committee.

Ms. Sanchez said we could file the notice on Wednesday.

MOTION A motion was made by Councilor Lindell to approve this request with the condition that the committee reassess the equal distribution of monies.

Councilor Romero-Wirth said if this is not heard at Council on the 30th it will not go until February 13th. If the RFP is to be out the first week of February that would not work.

SECOND The motion was seconded by Councilor Harris.

Councilor Harris said at Public Works we expressed a high opinion of the Community Services Department and Ms. Sanchez. The committee takes their role very seriously. It is hard to quantify a couple of the line items. Ms. Sanchez will report back to her committee. He and Councilor Lindell are willing to participate and share their thinking. We are not going to dictate to the committee, but he does think they will take our concerns to heart. They already anticipate some flexibility. He thinks Ms. Sanchez has heard us loud and clear. The equal distribution needs, at some point, to be discussed.

Chair Rivera asked before the money is distributed will it come back before Public Works, Finance and the Governing Body.

Ms. Sanchez said yes.

Councilor Romero-Wirth said we approve those grants. These are just the recommendations.

Councilor Lindell restated her motion.

Councilor Lindell asked why couldn't this go before Council later. If this motion is passed it goes forward to Council.

Councilor Lindell withdrew her motion. She does want the evaluation before Council.

MOTION A motion was made by Councilor Lindell to not approve this request until the committee reviews the equal distribution of money.

Councilor Romero-Wirth asked would this have to come back to Finance to review that.

Councilor Lindell said it would go to Council for discussion.

Chair Rivera said it moves on to Council regardless of us. It already has the approval of one major committee.

Ms. McSherry said it can go to the Governing Body, but it does not have to. It is allowed to be on the agenda, but that is up to the Division and the sponsor if they want to take it to the Governing Body. It can go with one City committee approval.

Councilor Romero-Wirth said she does not think it should go to Council until the condition is satisfied. It is risking that it will be turned down if the work is not finished.

Chair Rivera said if you want the RFP out the first week of February can you wait.

Ms. Sanchez said she will do as directed by this Committee.

Chair Rivera said it means you would have to wait until later.

Ms. Sanchez said we can make it work.

Councilor Lindell said she does not want it to pass until the committee reviews the funding.

The motion of Councilor Lindell died for lack of a second.

MOTION A motion was made by Councilor Harris, seconded by Chair Rivera, to move the item forward without recommendation.

Councilor Romero-Wirth said she would like to add that we strongly advise that they look at the distribution of funds.

Chair Rivera said Ms. Sanchez knows what we want to do. That will be part of how they will consider where to give the money to.

Councilor Romero-Wirth said the problem with that is that it is not clear if it should be on the Council agenda.

Chair Rivera said it still puts it on the Council agenda.

Councilor Harris said this was discussed at Public Works and passed unanimously. The discussions here have been worthwhile and to a certain point he agrees with Councilor Lindell, but there are good faith efforts. It should go to Council next week and we can talk it through. If the full Body does not agree to move forward and wait until hearing from the Committee that is what they will decide.

VOTE The motion passed by a vote of 3 yes and 1 no. The no vote was by Councilor Lindell.

P. REQUEST FOR APPROVAL OF THE 2018-2019 CHILDREN AND YOUTH COMMISSIONS' STRATEGIC PLAN. Julie Sanchez

Councilor Lindell said she is more comfortable with this one. This is impressive work by the committee. It provides a safety net and a breakdown more along those lines. Is the software we invested in coming along.

Ms. Sanchez said yes.

Councilor Lindell asked when will it be implemented.

Ms. Sanchez said by the end of this fiscal year.

Councilor Lindell asked that Ms. Sanchez talk about social and emotional learning and not having a tool available to be used by all grantees.

Ms. Sanchez said social and emotional learning is a very comprehensive method of measuring the development of youth from the start to the end of the program. This recommendation came from our data consultant as a way of measuring youth growth through the program. The committee took that to heart and added it to their indicator list. Unfortunately, there are only three tools out there to measure that and right now the committee is exploring those.

Councilor Lindell asked who is the data consultant.

Ms. Sanchez said our current one is Aspen Solutions. They are a local group.

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

Chair Rivera said this is the best work he has seen from the committee in a long time. We want to fine tune things, but keep up the good work. We will get there. We tend to beat up people sometimes. You are doing an awesome job.

Councilor Lindell said thank you Julie.

VOTE The motion passed unanimously by voice vote.

Q. REQUEST FOR THE APPROVAL OF BUDGET AMENDMENT IN THE AMOUNT OF \$204,188 FOR MINIMUM REVENUE GUARANTEE AND MARKETING SERVICES FOR THE SANTA FE REGIONAL AIRPORT; NORTHERN NEW MEXICO AIR ALLIANCE. Mark Baca

Councilor Lindell said she is not clear on what we are being asked to do here. It says increase, but she is not clear. Could you explain.

Mr. Baca said basically the money is still sitting in the funding line item. We are asking to move it from the fund to the expenditure line item so we can create a PO and get these folks paid.

Councilor Lindell said there is a problem with the memo. What is MRG.

Mr. Baca said Marketing Revenue Guarantee. When they don't sell a seat the airlines come to us and bill us to pay for the empty seats.

Councilor Lindell said she would not have had any idea what that was. So we are not asking to increase this we are just asking for whomever we pay to be reimbursed.

Mr. Baca said the Air Alliance reimburses up 50%. That is how the FAA grant works.

Councilor Lindell said she went through the professional services contract and the scope of work and one part that jumped out at her was that there would be a detailed marketing plan to the Airport management quarterly prior to expenditures. How comfortable are you with that. Are you the right guy to review the marketing plan for the Airport.

Ms. Baca said the majority of this work happened prior to his arrival. He will work with Randy Randall to offer his insight on this and help him recommend if the work is good or not.

Councilor Lindell said she thinks that is a pretty good idea.

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

Councilor Lindell asked that Mr. Baca make sure the memos are clear in the future.

Mr. Baca said he will work on that.

VOTE The motion passed unanimously by voice vote.

- R. REQUEST FOR APPROVAL FOR A RESOLUTION AUTHORIZING THE JOINING OF A COALITION OF SUSTAINABLE COMMUNITIES NEW MEXICO (CSC) AS A FOUNDING MEMBER; AND DESIGNATING THE MAYOR AS THE CITY REPRESENTATIVE ON THE GOVERNING BOARD OF THE CSC.**

Approved on consent.

- S. REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING FEDERAL LEGISLATION TO DESIGNATE BANDALIER NATIONAL MONUMENT AS A NATIONAL PARK AND PRESERVE.**

Approved on consent.

- T. REQUEST FOR APPROVAL OF A RESOLUTION ESTABLISHING THE FORWARD LOOK ON WATER TASK FORCE TO EVALUATE THE CURRENT WATER RATE STRUCTURE TO ENSURE THE RATE STRUCTURE SUPPORTS CAPITAL AND OPERATIONAL COSTS OF THE WATER UTILITY AND THAT THOSE COSTS ARE DISTRIBUTED BETWEEN RATE CLASSIFICATIONS THAT ALIGN WITH THE OVERALL VISION AND MISSION OF THE UTILITY AND THE CITY OF SANTA FE. Shannon Jones**

Councilor Harris said going back to the earlier contract we approved on capital assets management, here we are proposing to look at the rate structure before we complete our capital asset strategic plan to know what we are up against to accurately manage assets. So we are not proposing to raise rates, but to move things around a bit. The bigger concern is how we can do that without knowing what we are up against in terms of capital assets.

Mr. Jones said the Resolution idea is for the task force to review the structure. If through the asset management plan, CIP and other things that roll into the financial plan it says we need more funds the rate structure should also support that through revenue collected across those classifications. We know the bottom line of operating the Water Division will go up. We are looking for a structure to support that.

Councilor Harris asked how long is this task force going to meet.

Mr. Jones right now the Resolution says seven work sessions. He is still trying to complete this within this fiscal year. The members terms are set to end when the process is complete or at the end of the year.

Councilor Harris asked this amendment is in the existing contract.

Mr. Jones said when we brought forth the contract with Jason Mumm and Associates and this was currently funded within that contract at \$180,000.

Councilor Harris said he has a hard time seeing why since we have not done this since 2008 and we know we will be looking at capital assets it seems we should do that before looking at the rate structure. He will not stand in the way, but this seems backwards.

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.

U. REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF THE NEW MEXICO HEALTH SECURITY ACT.

Chair Rivera explained that he pulled this so that he could recuse himself. He works for Christus St. Vincents.

Chair Rivera left the meeting.

Councilor Lindell took over as Chair.

Councilor Romero-Wirth said she appreciated this Resolution.

Councilor Harris said he would like Mr. Guillen to provide us with a copy of the Act. He has a problem with approving something without seeing what it says.

Ms. McSherry said she was there for Mr. Guillen and will ask him to make sure a copy gets to you.

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

VOTE The motion passed unanimously by voice vote.

Chair Rivera returned to the meeting and to Chair the meeting.

7. MATTERS FROM THE CITY ATTORNEY

A. EXECUTIVE SESSION IN ACCORDANCE WITH THE NEW MEXICO OPEN MEETINGS ACT, SPECIFICALLY NMSA 1978, SUBSECTION 10-

**15-1 (H), PART (7), ATTORNEY-CLIENT PRIVILEGED DISCUSSION
REGARDING LITIGATION IN WHICH THE CITY OF SANTA FE IS OR
MAY BECOME A PARTICIPANT, SPECIFICALLY IN RELATION TO
ENFORCING WARRANTS ON ROAD REPAIRS.**

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Harris, to move into Executive Session.

VOTE The motion passed unanimously by voice vote.

The Committee moved into Executive Session at 7:00 pm.

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Lindell, to return to the regular meeting.

VOTE The motion passed unanimously by voice vote.

The Committee moved out of Executive Session and into the regular meeting at 7:25 pm.

8. PRESENTATIONS

A. 2018 GAS TAX UPDATE BY PUBLIC WORKS. Regina Wheeler, Javier Martinez

Ms. McCoy said the Committee requested that we start giving regular updates on the GRT and Gas Tax Bonds. This is our effort to bring you more information. This is one of the many presentations you will be receiving in the upcoming months.

Mr. Martinez passed out a map and a spreadsheet of street projects. Those handouts are herewith attached to these minutes as Exhibit "2" and Exhibit "3" respectively.

Mr. Martinez reviewed the documents.

Mr. Martinez said any savings will be used for additional street projects and to start a crack seal with some of the funds to avoid issues in the future. We will use \$250,000 per District of the money saved. This will save the City in the future years. He will be working with Ms. Wheeler and the Councilors on that plan.

Councilor Harris said thank you Mr. Martinez. This was very clearly presented. The map you put together was very easy to follow. Thank you.

Councilor Harris said Avenida Las Companas is used a lot as a cut through road.

Are you guys going to leave the early versions of the roundabouts in place.

Mr. Martinez said those are part of a traffic calming effort. Yes, they will be left in place.

Councilor Harris said this would have been a great time to take the pulse of the neighborhood on those. There is not much right of way in there. They get in the way of vehicles to navigate. He supposes it would be too late now and we want to get moving.

Councilor Harris said on Siler Road and Agua Fria is there any consideration given to putting in sidewalks where there are gaps. Agua Fria in particular. There is a lot of pedestrian traffic and it would be great to see more sidewalks there.

Mr. Martinez said he does believe there were sidewalk repairs for ADA issues, but not to maintain connections. He does not believe they have estimates for that. Possibly we could do some of those in the field.

Councilor Harris said we have some room to move funding wise. He really thinks we should step back and look at some sections that were not anticipated. Particularly sidewalks along Agua Fria and some on Siler Road. Lets look at that as well.

Mr. Martinez said we were approached by Transit to enhance a couple of bus stops on Agua Fria and Siler and we were able to incorporate that as part of the project.

Councilor Harris said there is a good bit of flexibility in the finances to allow us to do some things and that is a good thing.

Councilor Lindell said she echos Councilor Harris's comments. Keep up the good work. It seems we are making great progress. These charts and graphics are very helpful to us. She appreciates the work you are doing and the responsiveness. Thank you Javier.

Mr. Martinez said he knows the talk of the town is the potholes. We are working on them as the weather allows.

Councilor Romero-Wirth said she understands the issue of the weather and the potholes and that there is only so much you can do and sometimes not much at all. Some of them are really awful ones that are huge. Is it not possible to fill them with at least dirt until the weather improves. The one on Old Pecos Trail is a good example.

Mr. Martinez said what we have been doing in those bad ones is we do have millings in a pile and we are putting those millings in the wet hole and compacting it. We have been at that particular pot hole on Old Pecos Trail six times. It is a very low spot. We can never get it dry enough to do a repair. We will repair it as soon as the weather breaks. Risk Management is getting claims and we re trying to address the deeper

ones. Last Thursday there was a break in the weather and we addressed 92 pot holes in one day.

Councilor Romero-Wirth asked is there anything we can do to warn people of the bad ones such as signs.

Mr. Martinez said yes, we are going to put out a "rough road" sign at that one in particular. We don't have any in stock, but are asking vendors for what they have in stock.

Chair Rivera asked what was the selection process on what roads to do.

Mr. Martinez said basically we used the list that Mr. Catanach prepared before he got here. He ranked the roads around the City as he assessed the roadway classifications. Arterials first, then collectors, then residential streets unless there is one in really bad shape.

Chair Rivera asked have we addressed most of the arterials.

Mr. Martinez said we have a few other ones to do, but we have done the majority of them. After this group we will go to collectors. He will send the Councilor the list.

Chair Rivera asked when you put in the loops for the signal lights and cut into the pavement does that create problems later on with the water and freezing.

Mr. Martinez said it can if it is not sealed properly. Our main problem is still the utility cuts. A lot of times they are not sealed right.

Chair Rivera asked who checks to see if they are sealed properly.

Mr. Martinez said the Project Manager.

Councilor Harris said he knows in the past we reviewed the Catanach spreadsheet and we also talked about testing the various roadways with equipment. Is that something you think you could spend some of the money on to prioritize the various roads.

Mr. Martinez he is aware of that suggestion to do that with a van that can assess the pavement condition. It does give you great data; however, those are usually for long stretches of roadway, miles and miles of interstate. He does not know of a lot of cities or counties utilizing those due to the shorter segments. That really ups the price to do that and key in all the information. He will investigate that.

Councilor Harris said thank you. Do look at that. It is worth investigating. If you would do that he would appreciate it.

Mr. Martinez said he will. We would have to have it on a regular schedule such as every two years. Cost is an issue. He can get a per mile cost for the you.

Chair Rivera said thank you very much.

9. MATTERS FROM STAFF

A. FY 20 BUDGET UPDATE

Ms. McCoy said in your packet you will find our follow-up from your previous questions. The FY 20 budget development memo and timeline are included as well and how the process is changing at this time.

Ms. McCoy reviewed the information.

Councilor Romero-Wirth asked when do you think you will have the final schedule.

Ms. McCoy said as soon as we have it we will make it available to you.

Chair Rivera said regarding the collective bargaining agreements and possible raises in the budget, he does not think the contracts negotiations align prior to the budget hearings. Has there been any thought to aligning those so we have a better idea for the budget.

Ms. McCoy said yes, that is our goal for this year. Have the two align. We have to certify a maintenance budget and do the revenue projections. Then we can look at additions and updates and want to look at fine and fee schedules. We will look at all sources citywide.

Chair Rivera asked what about City Council approved initiatives that did not initially have a budget that were forced on to the Departments.

Councilor Harris gave as an example the Verde Fund. It was funded at \$300,000 and now has a life of its own. It was supposed to be funded for one year and yet it continues.

Ms. McCoy said if Departments assumed a role then those items are included in the maintenance budget. If it is a hardship on their budget then it will be a special consideration for additional funding.

Councilor Harris said last year there were various lease monies that were handled. There were certain Departments assigned the burden of leasing their facility,

but that did not make a lot of sense on how those things were determined.

Ms. McCoy said she is not familiar with that.

Councilor Harris said it hits on their budget for leasing their space and that needs to be cleaned up along with a number of other things.

Ms. McCoy said we will evaluate that during the budget process.

Chair Rivera said last year we tried to navigate the new system the day before. That did not work. Are we going to have paper documents or do we have to look at open.gov.

Ms. McCoy said open.gov is the system, but we are evaluating the use in the future. We are preparing Council packets. We will be doing pre-budget hearings and pre-hearing meetings with Departments and we will develop a set of materials such as contracts and information on personnel etc. that is consistent Department to Department for you. You can print it on paper or it will be in PDF so you can pull it up if you want to. You will have information at least 48 hours before a hearing for your review. If you have not received something let her know and she will accommodate that.

Councilor Harris said that sounds wonderful Ms. McCoy. Are you going to use the notion of vacancy factors. The concept was introduced two years ago, but never explained where there was clarity to us or the Governing Body.

Ms. McCoy said yes, that is a fundamental principal of modern day budgeting. The idea is that very seldomly is a Department 100% staffed. We have to clean up the data Department by Department to determine the average annual vacancy data Department by Department. We don't have reliable historic data so we will be doing this on a case by case basis and will work with the Department Director to make the determination.

Councilor Harris said he wants to make sure we are not just bobble heads and that we understand what is being proposed. It has not been clear in the past.

Ms. McCoy said we will be providing training for you to navigate the system.

Mr. Fluetsch said we will do one on one sessions with each of you who are interested. You Just let us know when you have time. We think they will be two hour sessions.

Chair Rivera said he would just as soon use paper. Unless you use a system all the time it is hard to start from scratch.

Councilor Romero-Wirth said to sign her up as did Councilor Lindell.

Ms. McCoy said we followed up on some issues from the December meeting. The memo is in your packet. Staff is here to answer any further questions you may have.

Chair Rivera asked is the idea to contract out IT service for the radios or hire someone to service the Police fleet vehicles.

Mr. Elicio said the decision was made to contract things out. Paragraph 3 of the memo gives the metric. The limitation we have is the facility. We only have one bay and only two people can work at one time. We should gain huge ground by contracting this out.

Chair Rivera said using IT to do that has issues such as having to take a vehicle out of town to work on it.

Mr. Elicio said we will be coordinating with the Police Department on a regular basis and assessing risks on a regular basis. We will have the proper oversight.

Chair Rivera asked having a contractor putting in everything and our shop doing maintenance, what does that do to the warranty.

Mr. Elicio said that contract is being worked out right now.

Chief Padilla said the two shop guys will be cross trained so any work they do on Police vehicles will not void the warranty. If there is major work it will have to go to Albuquerque.

Chair Rivera asked does the company put them through special training.

Chief Padilla said yes they do.

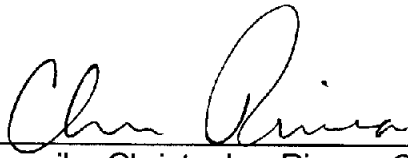
Councilor Harris said make sure they get the adequate, consistent training.

10. MATTERS FROM THE COMMITTEE

None.

11. ADJOURN

There being no further business before the Committee the meeting adjourned at 8:20 pm.



Councilor Christopher Rivera, Chair



Elizabeth Martin, Stenographer


City of Santa Fe, New Mexico

memo

DATE: January 22, 2019

TO: Alan M. Webber, Mayor
City Council
Finance Committee and Public Works Committee

VIA: 
Kyra R. Ochoa, Community Services Department Director

FROM: Julie J. Sanchez, Program Manager 

ITEM AND ISSUE:

As a follow-up to the January 7th Public Works committee meeting regarding the Human Services' strategic plan recommendations. The language and wording changes are highlighted and have been incorporated into the attached 2018-2019 Strategic Plan. An example of a quarterly report and data baselines are also attached for Committee and Council review.

BACKGROUND AND SUMMARY:

The Human Services Committee was formed by Resolution and then Ordinance to serve in an advisory capacity to the City Council concerning policy recommendations related to health and human services needs of the residents of Santa Fe. The founding Ordinance stipulates that the Committee shall make funding recommendations to the City Council from the Health and Humans Services Fund to support nonprofit organizations that provide programs and/or services to adult residents throughout the City of Santa Fe.

During the fall of 2018 the Human Services Committee conducted their strategic planning meeting that outlined a strategic framework focused on four priority areas including:

- Adult Health
- Behavioral Health
- Community Safety
- Equitable Society

The 2017 Strategic Plan outlines an expanded strategic framework including a rationale for the distribution of funding and a rationale for funding decision-making. The HSC Strategic Plan also presents key goals for the commission for 2018-2019.

The Committee works cooperatively with the Youth and Family Services Division staff throughout the year and advises on how to effectively plan, coordinate or support child development and youth issues in our community.

RECOMMENDED ACTION:

Approval of the Human Service Committees' 2017-2018 Strategic Plan.

Exhibit "1"

City of Santa Fe, New Mexico

memo

Attached:

Appendix A – HSC Strategic Plan 2017-2018

Appendix B—HSC Example of Data Baselines and Report



CITY OF
Santa Fe

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I. EXECUTIVE SUMMARY

The Human Services Committee was formed by Resolution in 1987 and is charged by the City of Santa Fe Ordinance (2016) with advising and recommending health and human service policies, assessing and advocating for human service needs, coordinating resources to maximize cost-effectiveness, evaluating local human service programs, providing technical assistance to programs, and making funding recommendations to the City Council to support nonprofit organizations that provide and maintain a safety net of services to meet the essential health and human service needs of the residents of Santa Fe.

The Committee receives two percent of the gross receipts tax and administers funding through the Human Services Fund to local nonprofits on a two-year funding cycle at approximately \$900,000+ annually (funding amount varies due to GRT fluctuations). The Committee works in partnership with the City liaison and the Youth and Family Services Division staff to provide advice on ways to effectively plan, coordinate and support health and human service efforts in the Santa Fe community, and present a plan to the governing body for approval.

The Human Services Committee is pleased to present their annual Strategic Plan for 2018-2019 which reflects key decisions made in the annual strategic planning session held in the fall of 2018, as well as builds upon the planning efforts of the 2017 Human Services Committee. In 2015-2016, the Human Services Committee used the Results-based Accountability methodology to develop a strategic framework that identifies funding priorities. The Human Services Committee gathered information on critical community needs and issues identified through data, needs assessments and information gathering. The result of the Committee's work in 2016 was the development of the Human Services Committee Ends Framework, which was revised in 2018. The Ends Framework outlines the desired results or outcomes proposed in the following four priority areas:

1. Adult Health
2. Behavioral Health
3. Community Safety
4. Equitable Society

The 2018 Human Services Committee Plan seeks to expand on the strategic framework through the addition of a rationale for the distribution of funds and for funding decision-making. Additionally, the HSC identified eight high-priority goals for the Committee to pursue during the next fiscal year.

A. Acknowledgments

The City of Santa Fe wishes to thank the members of the Human Services Committee who helped to create this plan and who serve as volunteers to implement the plan throughout the year.

Human Service Committee Members

Marizza Montoya-Gansel, Chair	Patricia Boies
Jeremy Perea	Anthony Romero
Brian Serna	Jesse Cirolia

B. Youth and Family Services Division Staff and Consultants

Kyra Ochoa, Community Services Department Director
Julie Sanchez, Program Manager
Michele Lis, ML Consulting, Strategic Planning Consultant

II. STRATEGIC FRAMEWORK

A. Overarching Issues

The Human Services Committee adopted the Ends Framework to provide a structure for establishing funding priorities and making funding decisions. The rationale for using this framework is that it would address some of the overarching issues that have limited the degree of our impact in the past.

The overarching issues that the framework will help to address include the following:

- Improved structure on the rationale for establishing funding priorities;
- A framework to assist us in setting community-wide targets for continuous improvement on shared goals with community partners and other funders;
- Ability to focus efforts on continuous improvement and increased impact;
- Structure and a framework to provide a mechanism for sustaining efforts over time irrespective of changes in leadership or staffing;
- A common language around population and performance accountability; and
- Commitment to support data collection and analysis capacity within the City and with grantees to measure and report on success over time.

B. Ends Framework

The health and human services fund will provide and maintain a safety net of services to help meet the essential health and human service needs of the residents of Santa Fe to include improving access to: (1) primary health care; (2) basic material goods, services, food and shelter; and (3) behavioral health services to include mental health, substance abuse, and recovery support services.
(City of Santa Fe, Ordinance 2016-35)

In 2016 the Human Services Committee identified four priority areas based on the direction outlined in the Ordinance 2016-35 and an analysis of critical community needs. In 2018, the Human Service Committee adopted a revised Ends Framework to ensure that outcomes reflect the most critical community needs and indicators selected provide a way to measure the scope of the community challenge and whether there is improvement over time.

See Appendix A for a table that outlines county level priority indicators selected by the Committee in 2016 and 2018 and a comparison of Santa Fe County to the State of New Mexico and the US, where available. The Data Development Agenda for 2019 is to disaggregate the data to determine if there are disparities based on income, race or ethnicity in order to increase understanding about sub-populations who are most affected. Knowing about sub-populations most affected will help the City and it's partners to develop targeted strategies to address disparities and to ensure that those most in need are receiving City supported/funded services.

Human Service Committee Ends Framework (Revised 2018)

Priority Area	Indicators/Desired Outcome
Adult Health	<ol style="list-style-type: none"> 1. Chronic disease rates (Heart disease, diabetes, obesity, and cancer) 2. Rate of adults consuming 5+ fruits and veggies daily 3. Rate of adults meeting recommended physical activity levels (150 minutes of aerobic physical activity per week) 4. % Women receiving prenatal care in first trimester <p>Outcome: People in Santa Fe are healthier.</p>
Behavioral Health	<ol style="list-style-type: none"> 1. % Current depression (past 2 weeks) 2. Suicide death rate 3. % Binge drinking (past 30 days) 4. Alcohol-related deaths 5. Drug-overdose deaths 6. Untreated adults with mental illness <p>Outcome: People in Santa Fe are healthier.</p>
Community Safety	<ol style="list-style-type: none"> 1. Fall-related deaths among adults age 65+ 2. Homelessness rate 3. Domestic violence rate <p>Outcome: Santa Fe is a safer community.</p>
Equitable Society	<ol style="list-style-type: none"> 1. % Unemployment 2. % Food insecure households 3. % Adults Age 25+ with post-secondary education 4. Openness and acceptance of community toward people of diverse backgrounds <p>Outcome: Santa Fe has a fair, just and equitable society; People in Santa Fe achieve their full potential.</p>

** See Appendix A for detailed data on each of the indicators in the chart above.*

C. Human Services Committee Role/Community Value Proposition

At the strategic planning retreat, Committee members were asked “What does/should it look like when we are doing our best work?” The following is a compilation of ideas shared that help to define the committee’s role and their potential value to the community.

OUR CAUSE	OUR ACTIONS	OUR IMPACT
<ul style="list-style-type: none"> • Santa Feans most at need (i.e., due to poverty, homelessness, and those with substance abuse and mental health issues) • Adults and families • Young adults (18-24 years of including those who are transitioning back to the community from incarceration or who are at-risk of entering the system) 	<ul style="list-style-type: none"> • Fund organizations to address the most critical community needs • Work with organizations to improve outcomes • Work with stakeholders, funders and community partners to foster coordination and alignment as it relates to the Mission of the Committee • Set direction and provide technical assistance in collaboration with providers • Encourage organizations to work together and collaborate to improve targeted areas • Work with the governing body to receive direction and guidance as brought forth by the Committee through the strategic plan • Assist grassroots organizations to expand and seek/leverage funding from other resources • Provide rigorous, thoughtful grant making, quality contract management and communication to help Committee make good decisions 	<ul style="list-style-type: none"> • Leveraged resources and more effective and impactful services • Clearer focus and increased contribution to turn the curve on specific community issues • A broader and deeper impact through improved collaboration • Enhanced capacity of organizations to get funding from other resources • Quality contract management and oversight • Better outcomes for Santa Feans through collective impact where possible • Improved outcomes (both short and long-term outcomes for the populations served) • Enhanced capacity of organizations to demonstrate their contributions and continuous improvement in performance to help Santa Feans • Governing body is informed and prepared to discuss impact of funding allocated

D. Vision and Mission Statement

Vision: Desired Outcomes from Ends Framework

1. People in Santa Fe are healthier.
2. Santa Fe is a safer community.
3. Santa Fe has a fair, just and equitable society.
4. People in Santa Fe achieve their full potential.

Mission Statement:

To build and strengthen community capacity to address the most critical community health and wellness needs and improve outcomes for adults and families throughout Santa Fe.

We Do This By:

- Implementing rigorous, thoughtful grant-making focused on our identified priority areas
- Providing technical assistance to help organizations expand their capacity to have a greater impact and to demonstrate their impact and contribution to improving outcomes
- Partnering with other funders to leverage and maximize resources and to have a greater impact together
- Keeping current on the health and human service needs of our community
- Promoting policies that benefit the health, safety and wellness of residents throughout the City, especially those most at-need or who lack access to opportunities and resources

III. RATIONALE FOR THE DISTRIBUTION OF FUNDS

The following section outlines the recommendations from the Human Services Committee related to the rationale for distributing HSC Funds. The Committee adopted the following to start in the 2019-2021 funding cycle:

- More equal distribution of the GRT allocation among the four priority funding categories.
- Alignment of funds to the current HSC outcomes and indicators as outlined in the Ends Framework.
- Creation of an Innovation and Small Grant Fund to support special projects at a lower funding level, with streamlined application and reporting requirements.
- Priority given to programs or projects that address equity by serving those who are underrepresented and/or have historically struggled to access services and opportunities or address a service gap, and to programs or projects that collaborate with other non-profit organizations.

A. Equal Distribution Among Priority Areas

Committee members adopted the recommendation for the GRT allocation to be distributed more equally among the four priority areas with an addition of a smaller fund category for innovation and small grant funding for priority projects that arise throughout the two-year funding cycle. Committee members also decided that there should be flexibility to shift funds to another category if there are not adequate high-scoring applications in one of the other priority areas.

B. Innovation and Small Grant Fund

Committee members will implement a new Innovation and Small Grant Fund to start in 2019 to support special projects that promote the health and wellbeing of Santa Feans but may not meet all requirements for HSC funding in priority funding categories. Organizations can apply for smaller grants of either \$2,500 or \$5,000 to support innovation through a separate and streamlined RFP with fewer application and reporting requirements, allowing them to maximize the use of funds toward program innovation. The Innovation and Small Grant Fund has a priority deadline but also remains open throughout the two-year cycle to allow HSC to respond to emerging opportunities throughout the year.

C. Priority to Projects Addressing Disparities and Gaps

Priority is given to projects that address equity by serving those who are underrepresented and/or have struggled to access services and opportunities. For example, data show that a growing number of Santa Feans have obtained health insurance over recent years (CHRISTUS St. Vincent Community Health Needs Assessment, 2017). However, there is evidence that some sub-groups and neighborhoods continue to have a high number of uninsured individuals and families. Organizations that seek to address inequitable access to opportunities and services would be prioritized for funding in order to direct resources to areas of greatest need.

D. Alignment of funds to HSC Outcomes and Indicators as outlined in the Ends Framework

Objective: Align distribution of funds to critical priorities identified by HSC in addition to a smaller fund category for innovation and small grant funds for priority projects that arise throughout the two-year funding cycle.

The chart below shows the current funding distribution for the 2016-2018 cycle.

Current Priority – Funding Category	Current Funding Distribution (2016-2018)		Proposed Funding Distribution (2019-2021)		Notes
Adult Health	\$ 275,000	% 32	\$ 200,000	% 23.75	Reduced funding amount
Behavioral Health	\$ 180,000	% 20	\$ 200,000	% 23.75	Increased funding amount
Community Safety	\$ 261,000	% 30	\$ 200,000	% 23.75	Reduced funding amount
Community Opportunities – Equitable Society	\$ 159,000	% 18	\$ 200,000	% 23.75	Increased funding amount
Innovation and Small Grant Funding for Special Projects			\$ 45,000	% 5	Small grants of either \$2,500 or \$5,000; separate and streamlined RFP with priority and open deadline; fewer reporting requirements
Special Project Consultants	\$ 30,000		\$ 30,000		HSC Data Project
HSC Admin	\$ 10,000		\$ 10,000		
TOTAL FUNDS	\$ 885,000				

** Estimated \$ 900,000 available for HSC grant funding contingent upon GRT.*

** If funding is not spent from the respective priority area, the funding will then be applied to other priority areas as needed.*

E. Rationale for Funding Decisions

Funding Decisions Based on Performance Results

The Human Service Committee members recommend that funding be awarded to grantees that demonstrate excellence on the HSC funding criteria. The criteria includes the following:

- Alignment with the City of Santa Fe Human Services Committee priority outcomes and indicators as outlined in the Ends Framework and RFP
- Demonstration of a plan to address disparities, gaps and report on results
- Demonstration of performance accountability for services they provide (e.g. data on how adults and families are better off as a result of the service provided)
- Prior history on grants awarded over the past two years including on-time reporting, progress on performance measures, appropriate and timely use of past awards
- Effectiveness of collaboration with other non-profit organizations, partners and the City Youth and Family Services Division
- Project budget rationale
- Qualifications of personnel
- Completion, timeliness of application materials

A revised RFP and scoring rubric will be used to score applicants on the criteria above and funding amounts will be awarded according to the formula below. The chart below is based on 100-point total score on criteria and is flexible per funding needs:

$(\text{Funding ask}) \times 0.015 \times (\text{points from 100}) = \text{total} - (\text{Funding ask}) = \text{potential \$ funding amount}$

Evaluation Score Range	Evaluation Score Range Level	Project/ Program Funding Ceiling
90-100	High	~ \$ 127,500 - \$ 150,000
80-89	Medium-High	~ \$ 105,000 - \$ 125,250
70-79	Medium	~ \$ 82,500 - \$ 102,750
61-69	Medium-Low	~ \$ 62,250 - \$ 82,050
<60 or below	Low	No funding recommendation

- *Exception: Innovation and Small Grant Fund awards would not be determined by above formula but determination could be two set amounts, either \$2,500 or \$5,000 awards*
- *Criteria includes assessment of project budget (does budget make sense)*
- *Assumption – City is supporting a higher level of funding for projects that align to priorities and support agencies with high potential to make an impact/contribute toward turning the curve.*

B. Analysis of Pros and Cons/Benefits and Concerns for Funding Rationale

The following are potential benefits and concerns related to the new recommendations related to funding rationale.

Potential Benefits

- Structure and clearer guidance for distributing funds allows for increased consistency in funding decisions and amounts.
- Improved transparency through pre-set funding amounts.
- Innovation and small grant funds help to decrease administrative burden on both City staff, HSC and nonprofit organizations who receive smaller grants.
- Innovation and small grant fund creates a pipeline for future funding relationships.
- Allows us to fund higher amounts to organizations that score higher on RFP (those who demonstrate progress on performance and outcomes, who serve underrepresented individuals.
- Shift may result in some organizations who have been funded in the past to receive increased funding for projects that align with priorities and demonstrate results (RFP high scorers).

Potential Concerns and Ideas to Address Concerns

- Shift may result in some organizations who have been funded in the past to receive less or not receive funding in next cycle who do not align with new priorities or demonstrate results.

- Organizations may adapt future funding requests to areas where their services better align with HSC priorities.
- Some organizations may elect to apply for Innovation and Small Grant Funds.
- Need to be aware of impact on areas that will experience a decrease in total amount of funding available in that area.
 - Organizations may adapt future funding requests to areas where their services better align with HSC priorities.
 - Some organizations may elect to apply for Innovation and Small Grant Funds.
 - HSC will work with other funders to explore strategies to address gaps.

IV. HUMAN SERVICES COMMITTEE 2018-2019 GOALS

A. 2018-2019 Goals

1. Increase Committee's understanding of community needs and status of progress on priority indicators and our data development agenda.
2. Partner with funders to discuss and align funding priorities around shared goals.
3. Partner with non-profit organizations and partners/community members to expand the network to improve coordination of the system of care and encourage collaboration.
4. Align the City's committees, commissions, and task force work where possible and increase communication and coordination on shared goals.
5. Develop and engage sub-committees for the Human Services Committee as needed.
6. Plan and implement professional development to prepare Committee Members for policy and funding advisory roles and responsibilities.
7. Increase understanding of grantee services and shared learning from grantee performance measures/data collection by conducting site visits with Human Services Committee Members and grantees.
8. Present proposed HSC strategic framework, priorities, and rationale and framework for funding decisions to the governing body for input and refinement.

B. Addressing Community-wide Challenges

Turning the curve on population level indicators cannot be accomplished by one organization, but will take the combined efforts of many partners and community members. The Human Services Committee is looking to partner with and support organizations, institutions and community members that would like to contribute toward the collective effort to improve the community outcomes, especially for the most vulnerable populations.

APPENDIX A - HUMAN SERVICES COMMITTEE PRIORITY INDICATORS -- ENDS FRAMEWORK

This table outlines county level priority indicators selected by the Commission in 2016 and a comparison of Santa Fe County to the State of New Mexico and the US, where available. Some indicators do not have reliable or available data sources.

Indicators	Santa Fe	NM	US	Disparities?
Adult Health				
Heart disease deathsⁱ BVRHS 2014-2016, Rate per 100,000	113.2	143.8	168.5	
Diabetes deathsⁱⁱ BVRHS 2014-2016, Rate per 100,000	16.7	26.2	21.3	
Obesity among adultsⁱⁱⁱ BRFSS - Santa Fe County & NM 2017/ US 2016	21.4%	29.2%	29.9%	
Cancer deaths^{iv} BVRHS 2012-2016/ US 2016, Rate per 100,000	120.4	141.8	155.8	
% of women receiving prenatal care in first trimester^v BVRHS - Santa Fe County & NM 2017/ US 2016	65.9%	63.8%	77.2%	
Recommended Physical Activity^{vi} BRFSS 2011, 2013, 2015, *150 minutes of aerobic physical activity per week	60.4%	56.0%	50.1%	
Consuming 5+ Fruits and Veggies Daily (Adults)^{vii} BRFSS - Santa Fe County & NM 2017/*US 2009	19.4%	16.4%	23.4%*	
Behavioral Health	Santa Fe	NM	US	Disparities?
% Current depression (past 2 weeks)^{viii ix} BRFSS & NHANES 2016	8.4%	9.8%	8.1%	
Suicide deaths^x BVRHS - Santa Fe County & NM 2017/ US 2016, Rate per 100,000	26.9	23.2	13.5	
% Binge drinking (past 30 days)^{xi} BRFSS 2014-2016	12.3%	13.9%	16.9%	
Alcohol-Related deaths^{xii} BVRHS - Santa Fe County & NM 2017/ US 2015, Rate per 100,000	57.8	66.8	32.2	
Drug-Overdose deaths^{xiii} BVRHS - Santa Fe County & NM 2017/ US 2016, Rate per 100,000	27.2	24.6	19.8	
Untreated adults with mental illness^{xiv} NSDUH 2017	--	56.7%	56.5%	
Community Safety	Santa Fe	NM	US	Disparities?
Fall-Related Deaths (among adults age 65+)^{xv} BVRHS - Santa Fe County & NM 2017/ US 2016	77.7 Per 100,000	87.9 Per 100,000	61.6 Per 100,000	
Homelessness^{xvi} HUD & PIT 2017	--	12 Per 10,000	17 Per 10,000	
Domestic Violence^{xvii} New Mexico Interpersonal Violence Data Central Repository 2017	9.0 Per 1,000	9.6 Per 1,000	--	
Equitable Society	Santa Fe	NM	US	Disparities?
% Unemployment^{xviii} New Mexico Department of Workforce Solutions - 2016	5.4%	6.7%	4.9%	
% Food insecure households^{xix} Feeding America Meal Gap Report 2016	12.6%	15.8%	12.9%	
% of Adults Age 25+ with Post-Secondary Education^{xx} U.S. Census ACS 2016	66.3%	58.2%	59.4%	
Openness and acceptance of community toward people of diverse backgrounds^{xxi} The National Citizen Survey Santa Fe 2017	59%	--	--	

ⁱ Heart Disease Deaths per 100,000 Population by County, New Mexico, 2014-2016 – Retrieved from https://ibis.health.state.nm.us/indicator/complete_profile/CardioVasDiseaseHeartDeath.html Data Sources: 1) New Mexico Death Data: Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health. 2) Population Estimates: University of New Mexico, Geospatial and Population Studies (GPS) Program, <http://gps.unm.edu/> 3) U.S. Data Source: Centers for Disease Control and Prevention, National Center for Health Statistics. <http://www.cdc.gov/nchs>

ⁱⁱ Diabetes Death Rates by County, New Mexico, 2014-2016 – Retrieved from https://ibis.health.state.nm.us/indicator/complete_profile/DiabDeath.html Data Sources: New Mexico Death Data: Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health. Population Estimates: University of New Mexico, Geospatial and Population Studies (GPS) Program, <http://gps.unm.edu/>

ⁱⁱⁱ Obesity Among Adults by County, New Mexico, 2014-2016 Retrieved from <https://ibis.health.state.nm.us/indicator/view/ObesityAdult.Cnty.html> Data Sources: 1) Behavioral Risk Factor Surveillance System Survey Data, U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, together with New Mexico Department of Health, Injury and Behavioral Epidemiology Bureau. 2) Centers for Disease Control and Prevention (CDC), BRFSS Prevalence and Trends Data. 3) Single Year Data and Updated 2017 Data Obtained from Special Data Request to Public Health Division - K. Gwendolyn Gallagher, Ph.D. Community Health Epidemiologist

^{iv} Average Annual Cancer Deaths per 100,000 Population by County, New Mexico, 2012-2016 - Retrieved from: https://ibis.health.state.nm.us/indicator/complete_profile/CancerDeath.html Data Source: 1) New Mexico Death Data: Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health. 2) Centers for Disease Control and Prevention, National Center for Health Statistics, CDC WONDER Online Database (<http://wonder.cdc.gov>).

^v Prenatal Care in the First Trimester by County, New Mexico and U.S., 2016 – Retrieved from https://ibis.health.state.nm.us/indicator/complete_profile/PrenCare.html Data Sources: 1) Birth Certificate Data, Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health 2) U.S. Data Source: Centers for Disease Control and Prevention, National Center for Health Statistics. <http://www.cdc.gov/nchs/> 3) Single Year Data and Updated 2017 Data Obtained from Special Data Request to Public Health Division - K. Gwendolyn Gallagher, Ph.D. Community Health Epidemiologist

^{vi} Recommended Physical Activity Among Adults by County, New Mexico, U.S. Retrieved from <https://ibis.health.state.nm.us/indicator/view/PhysicalActAdult.Cnty.html> Date Source: Behavioral Risk Factor Surveillance System Data. “150 minutes or more of aerobic physical activity per week.”

^{vii} Percentage of Adults Who Reported Consuming 5+ Fruits and Vegetables Each Day by County, New Mexico, 2011, 2013, 2015 – Retrieved from: <https://ibis.health.state.nm.us/indicator/view/NutriAdultFruitVeg.Cnty.html> Data Source: 1) Behavioral Risk Factor Surveillance System Survey Data, U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, together with New Mexico Department of Health, Injury and Behavioral Epidemiology Bureau. 2) Single Year Data and Updated 2017 Data Obtained from Special Data Request to Public Health Division - K. Gwendolyn Gallagher, Ph.D. Community Health Epidemiologist

^{viii} Current Depression, Adults Aged 18+ by County, New Mexico, 2016 – Retrieved from https://ibis.health.state.nm.us/indicator/complete_profile/MentHlthAdultDepression.html Data Source: Behavioral Risk Factor Surveillance System Survey Data, U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, together with New Mexico Department of Health, Injury and Behavioral Epidemiology Bureau.

^{ix} U.S. Data: Prevalence of Depression Among Adults Aged 20 and Over: United States, 2013–2016 – Retrieved from: <https://www.cdc.gov/nchs/data/databriefs/db303.pdf> Data Source: Data from the NHANES 2007–2016 were used for these analyses. Data from two combined cycles (2013–2016) were used to test differences between subgroups. Trends in depression prevalence reflect a 10-year period of five 2-year NHANES survey cycles, 2007–2016.

^x Suicide Deaths by County, New Mexico, 2012–2016 – Retrieved from <https://ibis.health.state.nm.us/indicator/view/SuicDeath.Cnty.html> Data Sources: 1) New Mexico Death Data: Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health. 2) Population Estimates: University of New Mexico, Geospatial and Population Studies (GPS) Program, <http://gps.unm.edu/> 3) U.S. Data Source: Centers for Disease Control and Prevention, National Center for Health Statistics, <http://www.cdc.gov/nchs/> 3) Single Year Data and Updated 2017 Data Obtained from Special Data Request to Public Health Division - K. Gwendolyn Gallagher, Ph.D. Community Health Epidemiologist

^{xi} Binge Drinking (past 30 days), Adults Aged 18+ by County, New Mexico, 2014–2016 – Retrieved from <https://ibis.health.state.nm.us/indicator/view/AlcoholBingeDrinkAdult.Cnty.html> Data Sources: 1) Behavioral Risk Factor Surveillance System Survey Data, U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, together with New Mexico Department of Health, Injury and Behavioral Epidemiology Bureau. 2) U.S. Centers for Disease Control and Prevention (CDC), BRFSS Prevalence and Trends Data, <https://www.cdc.gov/brfss/brfssprevalence>. – U.S. Retrieved from <https://ibis.health.state.nm.us/indicator/view/AlcoholBingeDrinkAdult.State.html> Data Source: U.S. Centers for Disease Control and Prevention (CDC), BRFSS Prevalence and Trends Data, <https://www.cdc.gov/brfss/brfssprevalence>.

^{xii} Alcohol-related Deaths by County, New Mexico, 2012–201 - Retrieved from <https://ibis.health.state.nm.us/indicator/view/AlcoholRelatedDth.Cnty.html> Data Sources: 1) New Mexico Death Data: Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health. 2) Population Estimates: University of New Mexico, Geospatial and Population Studies (GPS) Program, <http://gps.unm.edu/> 3) U.S. Data Source: Centers for Disease Control and Prevention, National Center for Health Statistics, <http://www.cdc.gov/nchs/> 3) Single Year Data and Updated 2017 Data Obtained from Special Data Request to Public Health Division - K. Gwendolyn Gallagher, Ph.D. Community Health Epidemiologist

^{xiii} Deaths due to Drug Overdose by County, New Mexico, 2012–2016 – Retrieved from https://ibis.health.state.nm.us/indicator/complete_profile/DrugOverdoseDth.html Data Sources: 1) New Mexico Death Data: Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health. 2) Population Estimates: University of New Mexico, Geospatial and Population Studies (GPS) Program, <http://gps.unm.edu/> 3) U.S. Data Source: Centers for Disease Control and Prevention, National Center for Health Statistics, <http://www.cdc.gov/nchs/> 3) Single Year Data and Updated 2017 Data Obtained from Special Data Request to Public Health Division - K. Gwendolyn Gallagher, Ph.D. Community Health Epidemiologist

^{xiv} Adults with Any Mental Illness who Did Not Receive Treatment - Retrieved from: <http://www.mentalhealthamerica.net/issues/2017-state-mental-health-america-adult-data> Data Source: SAMHSA, Center for Behavioral Health Statistics and Quality, National Survey on Drug Use and Health.

^{xv} Fall-related Unintentional Injury Death Among Adults 65+ Years of Age by County, New Mexico, 2012–2016 Retrieved from: <https://ibis.health.state.nm.us/indicator/view/InjuryDeathFalls.Cnty.html> Data Sources: 1) New Mexico Death Data: Bureau of Vital Records and Health Statistics (BVRHS), New Mexico Department of Health. 2) Population Estimates: University of New Mexico, Geospatial and Population Studies (GPS) Program, <http://gps.unm.edu/> 3) Centers for Disease Control and Prevention, National Center for Health Statistics, CDC WONDER Online Database (<http://wonder.cdc.gov>). 3) Single Year Data and Updated 2017 Data Obtained from Special Data Request to Public Health Division - K. Gwendolyn Gallagher, Ph.D. Community Health Epidemiologist

^{xvi} Rates of People Experiencing Homelessness 2017 – Retrieved from The 2017 Annual Homeless Assessment Report (AHAR) to Congress (<https://www.hudexchange.info/resources/documents/2017-AHAR-Part-1.pdf>). Data Sources: State of Homelessness in American Report, The Department of Housing and Urban Development (HUD) and Point-inTime (PIT) estimates, www.endhomelessness.org.

^{xvii} Domestic Violence Rates per 1000 in Santa Fe County Compared to Domestic Violence Rate in New Mexico, 2013-2017 Retrieved from: Incidence and Nature of Domestic Violence In New Mexico XVII: An Analysis of 2017 Data From The New Mexico Interpersonal Violence Data Central Repository https://nmesap.org/wp-content/uploads/DV_Report_2017_Betty_Caponera_jul18web.pdf. Data Source: Central Repository from statewide law enforcement agencies, service provider agencies, and district and magistrate courts, which demonstrate the prevalence of domestic violence in our state.

^{xviii} Percentage Unemployed by County, New Mexico, 2016 – Retrieved from: <https://ibis.health.state.nm.us/indicator/view/Unemploy.Cnty.html> Data Source: New Mexico Department of Workforce Solutions, 401 Broadway NE, Albuquerque NM 87102. Phone: (505)841-8645. Website: www.dws.state.nm.us

^{xix} Food Insecurity Rate by County, All Persons, New Mexico 2016 – Retrieved from <https://ibis.health.state.nm.us/indicator/view/FoodInsec.Overall.Cnty.html> Data Source: U.S. Census Bureau Current Population Survey and the U.S. Department of Agriculture Economic Research Service, as presented in the Feeding America, Map the Meal Gap Report. Downloaded from <http://www.feedingamerica.org/hunger-in-america>

^{xx} Adults Age 25+ with Post-Secondary Education includes Some College with no degree, Associate's Degree, Bachelor's Degree, and Graduate or Professional Degrees - Retrieved from: https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml Data Source: 1) U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates. <http://factfinder.census.gov>. American Community Survey population estimates are the calculated number of people living in an area as of a specified point in time, usually July 1st. The estimated population is calculated using a component of change model that incorporates information on natural increase (births, deaths) and net migration (net domestic migration, net international migration) that has occurred in an area since the latest decennial census.

^{xxi} The NCS: Technical Appendices 2017 Openness and acceptance of the community toward people of diverse backgrounds Retrieved from https://www.santafenm.gov/media/archive_center/The_NCS_Technical_Appendices-Santa_Fe_FINAL_2017.pdf & Data Reference for Results-Based Accountability with An Equity Lens July 20 & 25, 2018 Data Source: National Citizen Survey Santa Fe, NM 2017

**City of Santa Fe
Human Services Commission
Quarterly Report Form**

DUE Dates are October 12, 2018, January 11, April 12, and July 12, 2019

DUE DATE: ~~October 12, 2018~~

NAME OF AGENCY: Santa Fe Recovery Center

DATE COMPLETED: 10/12/18

PREPARED BY: Margaret Gonsalves

E-MAIL ADDRESS: mgonsalves@sfirecovery.org

PHONE: (505) 471-4985

GOAL AREA (funding category):

Behavioral Health – Substance Use Prevalence

INDICATOR

(Population/County level):

Substance Use Prevalence

OUTCOME (Client level):

Reduction in people who report using substances in past 30 days in Peer Support Case Management program

UNDUPLICATED NUMBER OF PROGRAM PARTICIPANTS THIS QUARTER 299 clients. Each client is documented into our system on intake.

Feeding Santa Fe - Performance Measures						
Level 1	Quantity of effort: How much service was provided? (# served/# of services or activities)					
	FY18 Quarterly Average	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
# of clients receiving medication assisted treatment	43*	37				37
# of clients receiving acupuncture	93*	104				104
# of clients in peer support case management	15*	35				35
*Data average from FY18 Quarter 2 through 4						
Level 2	Quality of effort: How well was the service provided? (% of services/activities performed well)					
	FY18 Quarterly Average	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
# of clients completing/graduating	44*	72				72

from residential treatment						
% of clients completing/graduating from residential treatment	72%*	80%				80%

*Data average from FY18 Quarter 2 through 4

Level 3	What quantity/quality of change for the better did we produce?					
	FY18 Quarterly Average	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
# in recovery support services program who obtain stable housing	63*	51				51
# in recovery support services program who obtain stable employment	53*	41				41
# in recovery support services program who maintain sobriety (90 days)	36*	30				30

*Data average from FY18 Quarter 2 through 4

Level 4	% with improvement in: Skills Attitudes Behavior Circumstances					
	FY18 Quarterly Average	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
% of recovery support services clients who obtain stable housing	91%* Please include #obtain/total #	98%				98%
% of recovery support service clients who obtain stable employment	62%* Please include #obtain/total #	79%				79%
% of recovery support service clients who maintain sobriety at 90 days post engagement in treatment	52%** Please include #maintain /total #	58%				58%
% of recovery support service clients who maintain sobriety 6 months post engagement in treatment	50%** Please include #maintain /total #	42%				42%

% of recovery support service clients who maintain sobriety at 1-year post engagement in treatment	44%** Please include #maintain /total #	23%				23%
*Data average from FY18 Quarter 2 through 4 **Data average from FY18 Quarter 3 & 4 Only						

- 1. PROGRESS & LESSONS LEARNED:** Provide a brief description of how your progress improved this reporting period. Describe what you did and what specific strategies or systems helped you to improve performance on the measures above.

In the second quarter of year two of this grant we have made progress on establishing stronger recovery support services for our clients. We are focusing on expanding the program and ensuring, to the best of our abilities, that clients receive the assistance and support services necessary to support long term recovery. We have increased the capacity of our outpatient services as well as our housing, transportation, food, childcare, and peer support services. Additionally this quarter we have had a stronger focus on discharge planning for our clients and ensuring that they have a good plan in place after they leave us. We have also recently increased our peer support and case management services and anticipate positive outcomes from that change in the next quarter.

- 2. HOW HAVE YOU USED AGENCY PARTNERSHIPS TO ACCOMPLISH OUTCOMES FOR THIS GRANT?** (Specify the direct collaboration opportunities you had over this reporting period)

We continuously work collaboratively with other agencies in our community in support of our clients and their overall wellbeing. We work closely with medical providers, housing providers, mental health providers, food providers, and other service providers to ensure that our client's overall needs are addressed and that they have the referrals and connections to the services that will give them the best chance of success. This reporting period, we have specifically developed stronger collaborative relationships with La Familia, The Life Link, Las Cumbres, and St Elizabeth's Shelter. We have strong collaborative relationships already with Christus St. Vincents, the City and County of Santa Fe, The Santa Fe Mountain Center, and many other community partners.

- 3. DESCRIBE PROGRAM CHANGES, CHALLENGES AND CONCERNS THAT HAVE COME UP DURING THIS QUARTER** (please include changes in staff, board, policy, or other organizational changes over this reporting period)

The biggest program challenges for us remain staffing. We have quite a bit of turnover in the peer support positions in particular. Our agency has continued to expand and add new programs and services and increase capacity for existing services. Most recently, we expanded our residential treatment capacity and opened our gender specific program for women and small children, opened an extended residential program, enhanced our intake and screening and intensive outpatient programs, and expanded our recovery housing program. We are seeing positive improvement in staffing issues as compared to the previous quarter, but are

now working on orientation and training to make sure that our new staff are performing to expectations and doing all that we can to positively impact client outcomes.

4. WHAT ARE THE NEXT STEPS FOR YOUR PROGRAM? (possible solutions to challenges encountered and/or goals for next quarter)

We are implementing stronger human resources policies and new hire orientation and training. We have also expanded the peer support services for our organization and are working on training and orientation so they are more organized and less overwhelming for the individuals tasked with this role. We continuing to work to strengthen and expand recovery support services for our agency as a whole to increase overall success rates and assist more individuals.

5. ANY OTHER SUCCESS STORIES YOU WANT TO SHARE? (such as stories, achievements, awards, other grants you have received, etc.)

In October of 2017, we admitted a client who was an alcoholic. The client graduated our 30 day Residential Program, and transitioned to one of our Bridge Houses. We are extremely proud to say that this client now has their own apartment, a car and a very good job. Today he is giving back to the community by having sponsees and service committents. We also want to mention that we have 6 clients from our Bridge House who now have 1-2 years of sobriety and several more with 3-9 months of sobriety. SFRC has received several other grants this quarter.

6. DEMOGRAPHICS

The total amount from each category should equal the total unduplicated number provided
Comments if needed

RACE	# (This Quarter)	% (This Quarter)
American Indian or Alaskan Native	33	28
Asian	0	0
Black or African-American	6	5
Native Hawaiian or Pacific Islander	0	0
White	68	57
Other	12	10
Total		100%

ETHNICITY	# (This Quarter)	% (This Quarter)
Hispanic or Latino	180	60
Not Hispanic or Latino	119	40
Total		100%

GENDER	# (This Quarter)	% (This Quarter)
Male Clients	198	66

Female Clients	101	34
Other Gendered Clients	0	0
Total		100%

AGE	# (This Quarter)	% (This Quarter)
18-21	39	9
22-40	120	27
41-59	258	59
60+	21	5
Total		100%

CLIENT RESIDENCY	# (This Quarter)	% (This Quarter)
City of Santa Fe Residents	57	20
County of Santa Fe Residents*	91	30
New Mexico Residents**	117	39
Tribal Reservation/Pueblo	34	11
US or Other	0	0
Total		100%

*Only those residents who live outside the City limits

**Only those residents who live outside of Santa Fe City or County

7. INCOME LEVEL

Please use these guidelines to determine where your clients best fit. The total amount from each category should equal the total unduplicated number provided

Santa Fe, New Mexico:	INCOME LIMITS BY FAMILY SIZE FY 2016							
	1	2	3	4	5	6	7	8
Very Low (50%) Income	\$22,650	\$25,850	\$29,100	\$32,300	\$34,900	\$37,500	\$40,100	\$42,650
Extremely Low Income	\$13,600	\$16,020	\$20,160	\$24,300	\$28,440	\$32,580	\$36,730	\$40,890
Low (80%) Income	\$36,200	\$41,400	\$46,550	\$51,700	\$55,850	\$60,000	\$64,150	\$68,250

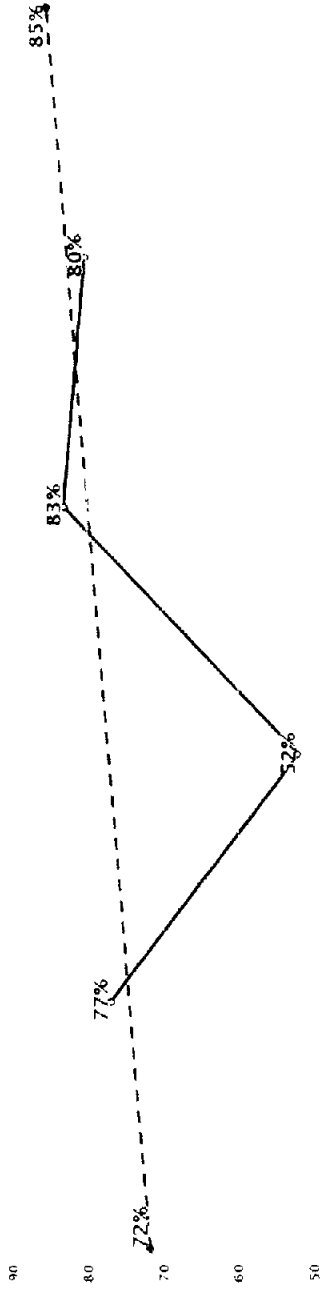
INCOME LEVEL	# (This Quarter)	% (This Quarter)
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Above Guideline (Above 80% of Median)	0	0
Low/Moderate Income (50-80% of Median)	7	2.5
Very Low Income (Below 50% of Median)	285	95
Extremely Low	7	2.5
Total		100%



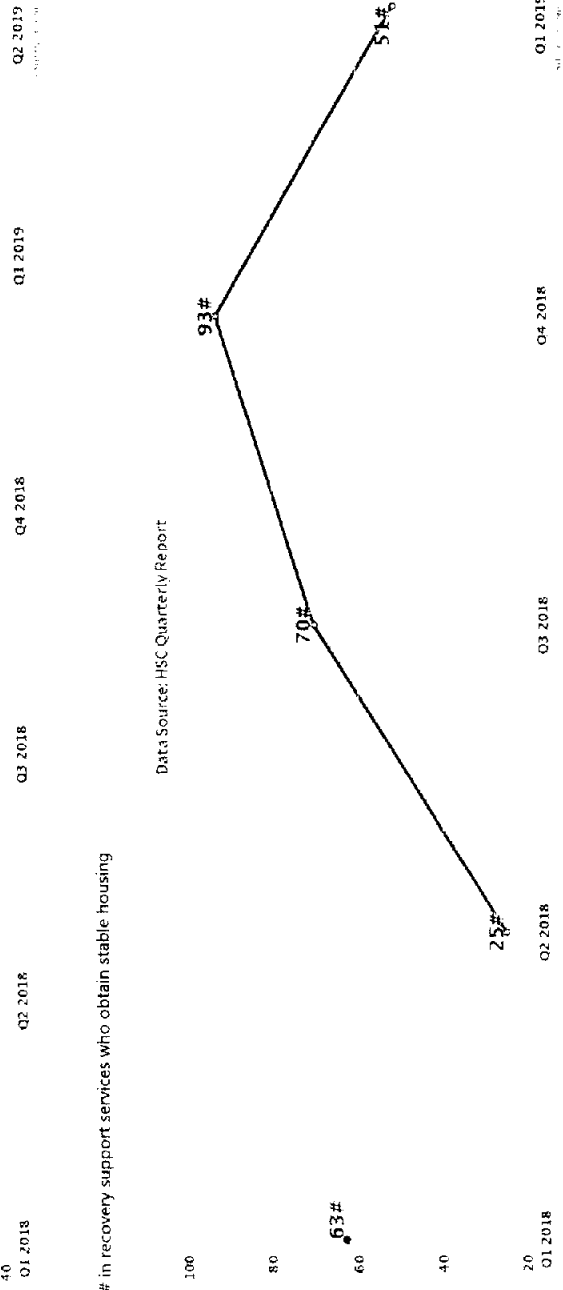
Performance Measures

% of clients completing/ graduating from residential treatment



Most Recent Period	Current Actual Value	Current Target Value	Current Trend	Baseline % Change
Q1 2019	80%	-	↗ 1	No Data
Q4 2018	83%	-	↗ 1	No Data
Q3 2018	52%	-	↗ 1	No Data
Q2 2018	77%	-	↗ 0	No Data

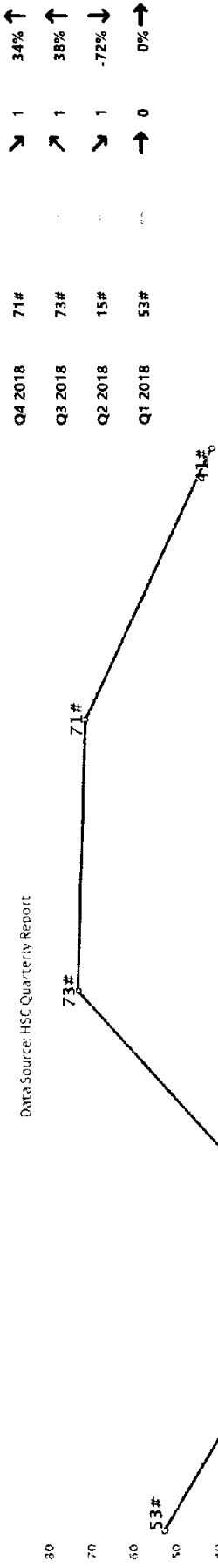
in recovery support services who obtain stable housing



in recovery support services program who obtain stable employment

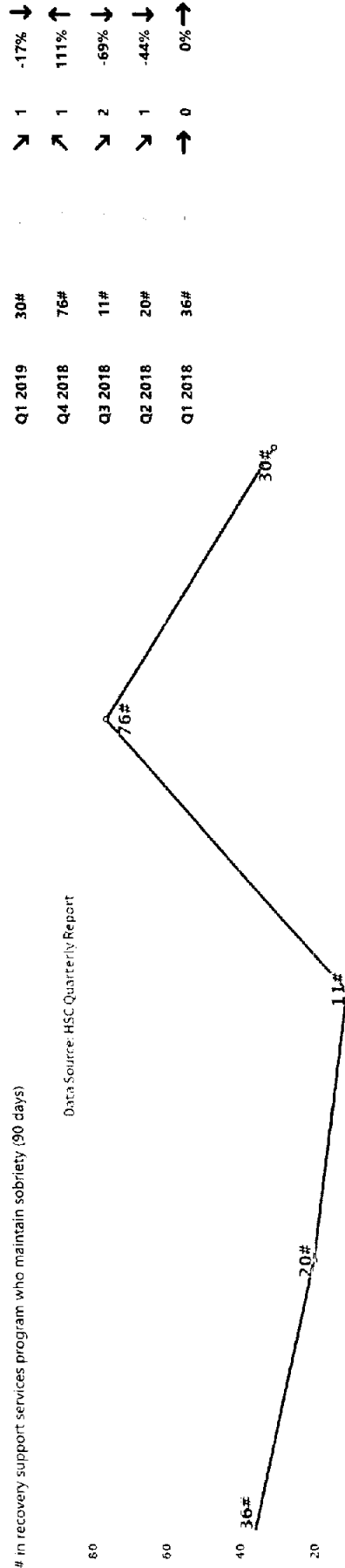
Most Recent Period	Current Actual Value	Current Target Value	Current Trend	Baseline % Change
Q1 2019	41#	-	↗ 2	-23% ↓
Q4 2018	93#	-	↗ 2	No Data
Q3 2018	70#	-	↗ 1	No Data
Q2 2018	25#	-	↗ 0	No Data

Data Source: HSC Quarterly Report



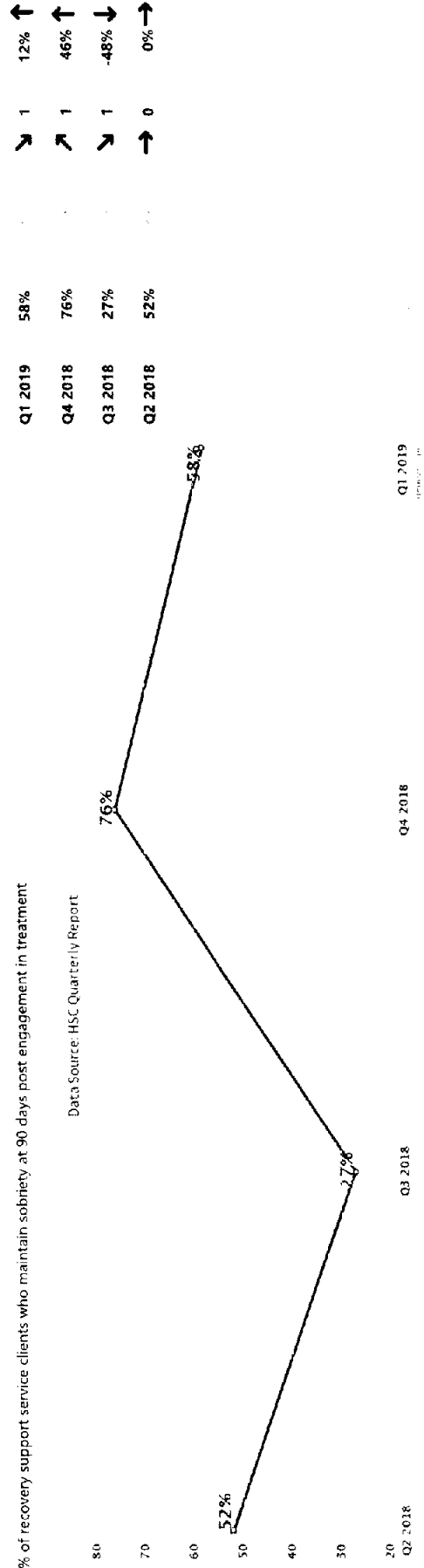
in recovery support services program who maintain sobriety (90 days)

Data Source: HSC Quarterly Report



% of recovery support service clients who maintain sobriety at 90 days post engagement in treatment

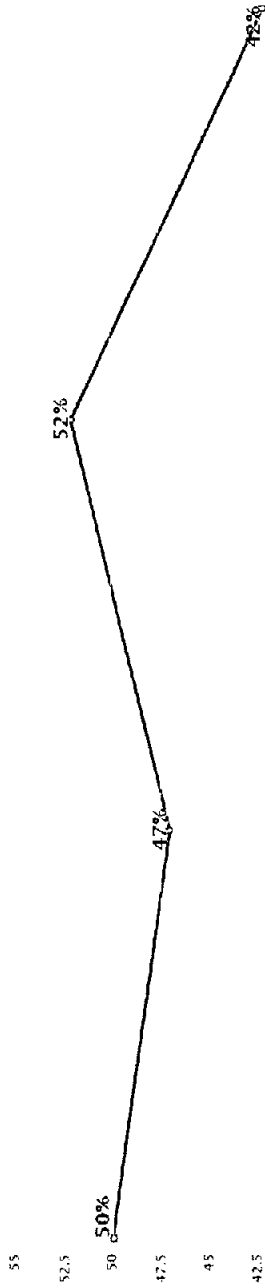
Data Source: HSC Quarterly Report



% of recovery support service clients who maintain sobriety 6 months post engagement in treatment

Data Source: HSC Quarterly Report

Q1 2019	42%	↗ 1	↓ -16%
Q4 2018	52%	↗ 1	↑ 4%
Q3 2018	47%	↗ 1	↓ -6%
Q2 2018	50%	↗ 0	→ 0%



Q1 2019

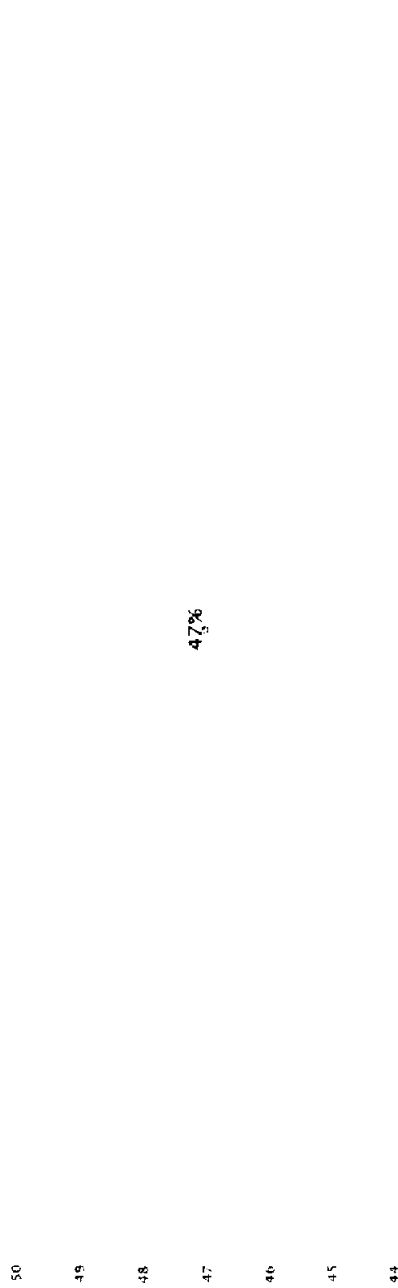
Q4 2018

Q3 2018

Q2 2018

% of recovery support service clients who maintain sobriety at 1 year post engagement in treatment

Q3 2018	47%	↗ 0	→ 0%
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Q3 2018

PUBLIC WORKS/STREETS, DRAINAGE & MAINTENANCE DIVISION Project Status Report

Rodeo/ Zia mill and Inlay	4	GM Emulsion	Gas Tax/ Phase 1	\$ 2,300,000.00	\$ 108,000.00	Waiting on signal loops to be installed	Feb-19
Paseo De Peritas/Mill and Inlay	2	EMCO	Gas Tax/ Phase 1	\$ 1,300,000.00	\$ 42,000.00	Waiting on signal loops to be installed	Mar-19
Upper Canon Road	2	EMCO	Gas Tax/ Phase 1	\$ 400,000.00		Completed Mid July	Jul-18
				\$ -			
Old Pecos Trail Mill and Inlay	2	EMCO	Gas Tax/Phase 2	\$ 425,000.00	\$ 93,011.64	Paving is completed, striping still needed	May-19
Agua Fria Mill and Inlay	1	EMCO	Gas Tax/Phase 2	\$ 1,325,000.00	\$ 1,141,661.52	Concrete work started, paving will begin in May	Jun-19
Avenida de las Campanas Mill and Inlay	4	GM Emulsion	Gas Tax/Phase 2	\$ 850,000.00	\$ 395,689.47	Concrete work complet, paving will begin in June	Jun-19
Calle Lorca Mill and Inlay	2	GM Emulsion	Gas Tax/Phase 2	\$ 175,000.00	\$ 113,812.69	Paving will begin after Avenida de las Campanas	Jun-19
Galisteo Street Mill and Inlay	2	GM Emulsion	Gas Tax/Phase 2	\$ 450,000.00	\$ 345,895.58	Paving will begin in April	May-19
Johnson Street Mill and Inlay	1	GM Emulsion	Gas Tax/Phase 2	\$ 150,000.00	\$ -	Project will begin after Calle Lorca	Jul-19
Siler Road Mill and Inlay	1	EMCO	Gas Tax/Phase 2	\$ 625,000.00	\$ -	Project will begin after Agua Fria	Aug-19
				\$ -			
Camino Entrada Mill and Inlay	3	Unknown	Gas Tax / Phase 3	\$ 1,350,000.00		Phase III will begin in August 2019	Sep-19
Rufina Street Mill and Inlay	4	Unknown	Gas Tax / Phase 3	\$ 1,055,000.00		Phase III will begin in September 2019	Jun-20
Zia Road West Mill and Inlay	4	Unknown	Gas Tax / Phase 3	\$ 420,000.00		Project will begin in May 2020	Jul-20
Agua Fria Mill and Inlay	4	Unknown	Gas Tax / Phase 3	\$ 175,000.00		Project will begin in May 2020	Jul-20

EX-17
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2017 Gas Tax Bond Projects

Planned

Complete

