

City of Santa Fe, NM
Regular Committee
Monday, December 02, 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 - October 21, 2019
Item a
- b. Regular Finance Committee - November 4, 2019
Item b

EXECUTIVE SESSION (IF NECESSARY) - In Accordance with the New Mexico Open Meetings Act, NMSA 1978, Section 10-15-1 (H)(6), Discussion in which the contents of competitive sealed proposals solicited pursuant to Procurement Code and discussed during the contract negotiation process

CONSENT AGENDA

- a. Request for Approval Maintenance Agreement in the Total Amount of \$66,130.54 for City of Santa Fe Library's Integrated Library System (ILS) with Innovative Interfaces Inc. (III) (Maria Tucker, Library Division Director, metucker@santafenm.gov, 955-6788)

Item a.2.pdf

- b. Request for the Approval of Acceptance of Amendment No 2 to a Memorandum of Agreement With the County of Santa Fe for the Accountable Health Community Navigation Initiative in the Amount of \$55,800 for a Total Amount of \$175,800 for Navigation Services: County of Santa Fe (Andres J. Mercado, Battalion Chief/Mobile Integrated Health Office, ajmercado@santafenm.gov, 955-3604)

Item b 1.pdf

- c. Request for Acceptance of NMDOT Aviation Division Grant SAF#20-01 in the Amount of \$72,000 to Fund the Design of New Airfield Electrical Vault and Precision Approach Path Indicator (PAPI). Grant Will Be for The Santa Fe Regional Airport, 121 Aviation Drive (Curt Temple, Santa Fe Regional Airport Project Administrator, cetemple@santafenm.gov, 955-2906)

Item c

- d. Request for Acceptance of FAA Grant #3-35-0037-049-2019 to Fund 90.75% of Taxiway Delta Construction
 - 1) Request for the Acceptance of NMDOT Aviation Division Grant SAF 18-01 to Fund 3.5% of Taxiway Delta Construction
 - 2) Request for Approval of Contract for Services Using RFB #20/02/B for New Construction of Approximately 2,400 Linear Feet of Taxiway Delta, and Taxiway Lighting. Construction Services Will be at the Santa Fe Regional Airport, 121 Aviation Drive with Albuquerque Asphalt, Inc. for the Total Amount of \$2,289,019.44 Inclusive of NMGR (Curt Temple, Santa Fe Regional Airport Project Administrator, cetemple@santafenm.gov, 955-2906)

item d

e. Request for Approval of Amendment No. 3 to Professional Services Agreement in the Amount of \$27,500 for Workforce and Talent Development; RFP# 16/37/P; Make Santa Fe. (Rich Brown, Director-Office of Economic Development, rdbrown@santafenm.gov, 505-955-6625)

Item e

f. Request for Approval of a Professional Services Agreement with Morrow Rearden Wilkenson Miller, Ltd (MRWM for Landscape Architectural Design Services for Rehabilitation of Soccer Valley. The Cost of This Project Will Be \$107,810.73 Inclusive of NMGR (Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 955-5933)

Item f

Item f-Action sheet.pdf

g. Request for Approval of a City Wide On-Call Professional Services Agreement with Davenport Construction Management, Inc. for a General Contractor Services Rendered on an As Needed Basis That Shall Not Exceed \$271,093.75 Inclusive of NMGR (Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 955-5933)

Item g

h. Request for Approval of an Addendum to Service Agreement #18-0338 for Software and Data Hosting and Related Services for the Fire Department, Renewing the Agreement for a One-Year Term as Provided for in the Original Agreement, in the Amount of \$66,660.00; E&F Recovery LLC; Greg Cliburn, Assistant Fire Chief, gbcliburn@santafenm.gov, 955-3123

1) Request for Approval of Budget Amendment Resolution

Item h.pdf

i. Request for Approval of a Resolution Incorporating the First Quarter Budget Amendments for Fiscal Year 2019/2020. (Andy Hopkins, Principle Budget Analyst, ajhopkins@santafe,nm.gov, 955-6177)

Item i.1.pdf

j. Request for Approval of a Sole Source Agreement with Rodney Hunt Inc. for the Wastewater Aeration Basin Gate Replacements in the amount of \$85,800.02 excluding NMGR. (James Martinez, Wastewater Engineer, jamartinez1@santafenm.gov, 955-4616)

Item j

k. Request for Approval of Judge Pro Tem, Patricio Serna. (Virginia Vigil, Municipal Court Judge, vmvigil@santafenm.gov, 955-5110).

Item k

l. Request for Approval of Amendment No. 2 to the original PSA 18-1371 with New Mexico Office of Archaeological Studies for retroactively extending the term from 6/30/2019 to 6/30/2020. (Maya Martinez, Utility Fiscal Administrator, mfmartinez@santafenm.gov, 955-4210 and Paul Duran, Archaeological Technician, paduran@santafenm.gov, 955-4234)

Item l

m. Request for Approval of Contract Amendment No. 1 with Proscapes, Inc. for On-Call Landscape Services for City Facilities. The Total Cost of this Project is \$255,062.50 Inclusive of NMGR and Bond. (Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 955-5933)

Item m

n. Request for Approval an On-Call Contract with B&D Industries, Inc. for On-Call HVAC & Plumbing Services for City Facilities. The Total Cost of this Project is \$271,093.75 Inclusive of NMGR and Bond. (Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 955-5933)

Item n

o. Request for Approval of the 2020 Employee Calendar. (Bernadette Salazar, Human Resources Director, bjsalazar@santafenm.gov, 955-6591)

Item o

p. Request for Approval of three (3) year Contract with ESRI Environment Systems Research, in the Amount of \$166,820 for the Provision of Small Enterprise Agreement Public Safety ArcGIS Online Creator, Continually Staffed Environment License and ArcGIS Hub Premium. (Steven Santistevan, Enterprise Applications Manager sdsantistevan@santafenm.gov, 505-955-5579. Joshua Elicio, ITT Director juelicio@santafenm.gov)

Item p

q. Request for the Approval of a Termination Agreement of a contract by and between the City of Santa Fe and Santa Fe Estates, Inc. The Termination Agreement will end the contract memorialized in a Memorandum of Agreement entered into on January 25, 1930, as amended by an agreement entered into on August 30, 1978 (collectively "the 1930 agreement"). The Parties seek to terminate the 1930 Agreement, extinguish the obligations of the parties under the 1930 Agreement, provide for Santa Fe Estates to return and convey the Northwest Quadrant Property to the City, and to state certain other agreements of the Parties. (Kevin Kellogg, Asset Development Manager, kckellogg@santafenm.gov, 955-6213; Andréa Salazar, Assistant City Attorney, asalazar@santafenm.gov, 955-6303)

Committee Review:

Finance Committee	12/2/19
Public Works, Land Use Committee (Scheduled)	12/09/19
Council (Scheduled)	12/11/19

Item q.1.pdf

r. Request for the Approval of an Addendum to Service Agreement #18-0338 for Software and Data Hosting and Related Services for the Fire Department, Renewing the Agreement for a One-Year Term as Provided for in the Original Agreement, in the Amount of \$66,660, Exclusive of GRT; E&F Recovery, LLC. (Greg Cliburn, Assistant Fire Chief, gbcliburn@santafenm.gov, 955-3123).

1) Request Approval of Budget Amendment Resolution

Item r

s. Request for Approval of Award of Bid '19/51/P to Denora-Miox Inc. for the Onsite Disinfectant Solution in the Amount of \$394,918, Exclusive of NMGR

1) Request for Approval of Budget Amendment Resolution in the Amount of \$428,240, inclusive of NMGR. (Alex Gamino, Automation and Security System Administrator, aegamino@santafenm.gov, 955-4375)

Public Utilities Committee	11/06/2019
Finance Committee	12/02/2019
City Council	12/11/2019

Item s

t. Request for Approval of Joint Funding Agreement No. 20RGJFA30 with US Department of Interior / US Geological Survey for the stream flow gages in the Santa Fe River, above McClure Reservoir and Cochiti in the Amount of \$74,032.00 exclusive of NMGR. (Alan Hook, Water Resources Coordinator Assistant, aghook@santafenm.gov, 955-4205)

Item t

u. Request for Approval of Sole Source PSA to Santa Fe Green Chamber of Commerce for the Restaurant Rebate Pilot Program in the total amount of \$230,000 inclusive of NMGR for a four year contract beginning fiscal year 19/20. (Christine Chavez, Water Conservation Manager. cychavez@santafenm.gov, 955-4219)

Item u

v. Consideration of Bill No. 2019-36: An Ordinance Amending Section 2-1.4 SFCC 1987 to Clarify When Committee Appointments Shall be Made and to Clarify Which Committees are Composed Entirely of Members of the Governing Body; Amending Section 2-1.13 SFCC 1987 to Establish the Purpose of the Finance Committee, Consolidate the Public Works Committee and the Public Utilities Committee, and Create the Quality of Life Committee; Repealing Section 2-1.16 SFCC 1987; Amending References to the Public Utilities Committee and Replacing them with the Public Works and Utilities Committee; and Amending the Reference to the Public Utilities Committee and Replacing it with the Public Works and Utilities Committee. (Mayor Webber) (Jesse Guillen, Legislative Liaison, jbg Guillen@santafenm.gov, 955-6518)

Fiscal Impact: None

Committee Review:

City Council (request to publish) (scheduled)	11/13/19
Public Utilities Committee (scheduled)	12/4/19
Public Works Committee (scheduled)	12/9/19
City Council (public hearing) (scheduled)	12/11/19

Item v

w. Request for the Approval of the NM Department of Transportation Project Agreement in the Total Amount of \$89,359 to the Police Department to Conduct Traffic-Related Projects; New Mexico Department of Transportation; (Andrew Padilla, aapadilla@santafenm.gov, 505-955-5102)

1) Request for Approval of Budget Amendment Resolution

Item w.1

x. Consideration of Resolution No. 2019-__: A Resolution Identifying a Procedure for Reporting Firefighter Shift Regular Work Hours to the Public Employees Retirement Association Resulting in Firefighters Working Shift Hours to Receive Credit for Those Hours Upon Retirement Similar to Other City of Santa Fe Firefighters and Employees Retiring Under the Public Employees Retirement System. (Councilor Vigil Coppler, Councilor Christopher Rivera and Councilor Peter Ives) (Jesse Guillen, Legislative Liaison, jbg Guillen@santafenm.gov, 955-6518)

Committee Review:

Public Works Committee (scheduled)	12/9/19
City Council (scheduled)	12/11/19

Item x.1.pdf**PRESENTATION**

a. FY20 Q1 Update. (Brad Fluetsch, Planning & Investment Officer, bjfluetsch@santafenm.gov, 955-6885) (Andy Hopkins, Principle Budget Analyst, ajhopkins@santafenm.gov, 955-6177)

Item a.1 FINAL.pdf**MATTERS FROM STAFF****MATTERS FROM THE COMMITTEE****ADJOURN**

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: November 26, 2019

TIME: 12:26 PM

**SUMMARY OF ACTION
FINANCE COMMITTEE
CITY HALL/ CITY COUNCIL CHAMBERS
MONDAY, DECEMBER 2, 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	1-2
APPROVAL OF CONSENT AGENDA	APPROVED	2
APPROVAL OF MINUTES	APPROVED	2
EXECUTIVE SESSION IF NECESSARY	NONE	2
<u>CONSENT AGENDA</u>		
REQUEST FOR APPROVAL MAINTENANCE AGREEMENT IN THE TOTAL AMOUNT OF \$66,130.54 FOR CITY OF SANTA FE LIBRARY'S INTEGRATED LIBRARY SYSTEM (ILS) WITH INNOVATIVE INTERFACES INC.	APPROVAL ON CONSENT	2
REQUEST FOR APPROVAL OF ACCEPTANCE OF AMENDMENT NO. 2 TO A MEMORANDUM WITH THE COUNTY OF SANTA FE FOR THE ACCOUNTABLE HEALTH COMMUNITY NAVIGATION INITIATIVE IN THE AMOUNT OF \$55,000 FOR A TOTAL AMOUNT OF \$175,800 FOR NAVIGATION SERVICES: COUNTY OF SANTA FE.	APPROVED	2
REQUEST FOR APPROVAL OF	APPROVED ON CONSENT	2

**ACCEPTANCE OF NMDOT
AVIATION DIVISION GRANT
SAF#20-01 IN THE AMOUNT OF
\$72,000 TO FUND THE DESIGN
OF NEW AIRFIELD ELECTRICAL
VAULT AND PRECISION
APPROACH PATH INDICATOR
(PAPI). GRANT WILL BE FOR THE
SANTA FE REGIONAL AIRPORT.**

REQUEST FOR ACCEPTANCE OF FAA GRANT #3-35-0037-049-2019 TO FUND 90.75% OF TAXIWAY DELTA CONSTRUCTION.	APPROVED	3
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REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$27,500 FOR WORKFORCE AND TALENT DEVELOPMENT; RFP # 16/27/P; MAKE SANTA FE.	APPROVED ON CONSENT	4
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REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH MORROW, REARDEN, WILKENS ON, MILLER, LTD. (MRWM) FOR LANDSCAPE ARCHITECTURAL DESIGN SERVICES FOR REHABILITATION OF SOCCER VALLEY. THE COST OF THIS PROJECT WILL BE \$107,810.73 INCLUSIVE OF NMGR T.	APPROVED	4-6
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REQUEST FOR APPROVAL OF A CITY WIDE ON-CALL PROFESSIONAL SERVICES AGREEMENT WITH DAVENPORT CONSTRUCTION MANAGEMENT, INC. FOR GENERAL CONTRACTOR SERVICES RENDERED ON AN AS NEEDED BASIS THAT SHALL NOT EXCEED \$271,093.75 INCLUSIVE OF NMGR T.	APPROVED	7-10
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REQUEST FOR APPROVAL OF AN ADDENDUM TO SERVICE AGREEMENT	REMOVED	10
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18-0338 FOR SOFTWARE AND DATA HOUSING AND RELATED SERVICES FOR THE FIRE DEPARTMENT, RENEWING THE AGREEMENT FOR A ONE-YEAR TERM AS PROVIDED FOR IN THE ORIGINAL AGREEMENT, IN THE AMOUNT OF \$66,660.00; E & F RECOVERY LLC.

REQUEST FOR APPROVAL OF A RESOLUTION INCORPORATING THE FIRST QUARTER BUDGET AMENDMENTS FOR FISCAL YEAR 2019/2020.	APPROVED	10-11
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REQUEST FOR APPROVAL OF A SOLE SOURCE AGREEMENT WITH RODNEY HUNT, INC. FOR THE WASTEWATER AERATION BASIN GATE REPLACEMENTS IN THE AMOUNT OF \$85,800.02 EXCLUDING NMGR.	APPROVED	11
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REQUEST FOR APPROVAL OF JUDGE PRO TEM, PATRICIO SERNA.	APPROVED ON CONSENT	11
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REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE ORIGINAL PSA 18-1371 WITH NEW MEXICO OFFICE OF ARCHAEOLOGICAL STUDIES FOR RETROACTIVELY EXTENDING THE TERM FROM 6/30/2019 TO 6/30/2020.	APPROVED	11-12
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REQUEST FOR APPROVAL OF CONTRACT AMENDMENT NO. 1 WITH PROSCAPE, INC. FOR ON-CALL LANDSCAPE SERVICES FOR CITY FACILITIES. THE TOTAL COST OF THIS PROJECT IS \$255,062.50 INCLUSIVE OF NMGR AND BOND.	APPROVED	12
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REQUEST FOR APPROVAL FOR AN ON-CALL CONTRACT WITH B & D INDUSTRIES, INC. FOR ON-CALL HVAC	APPROVED	12-13
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AND PLUMBING SERVICES FOR CITY FACILITIES. THE TOTAL COST OF THIS PROJECT IS \$271,093.75 INCLUSIVE OF NMGR AND BOND.

REQUEST FOR APPROVAL OF 2020 EMPLOYEE CALENDAR.	APPROVED	13-15
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REQUEST FOR APPROVAL OF THREE (3) YEAR CONTRACT WITH ESRI ENVIRONMENT SYSTEMS RESEARCH, IN THE AMOUNT OF \$166,820 FOR THE PROVISION OF SMALL ENTERPRISE PUBLIC SAFETY ARCGIS ONLINE CREATOR, CONTINUALLY STAFFED ENVIRONMENT LICENSE AND ARCGIS HUB PREMIUM.	APPROVED	15-16
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REQUEST FOR THE APPROVAL OF A TERMINATION AGREEMENT OF A CONTRACT BY AND BETWEEN THE CITY OF SANTA FE AND SANTA FE ESTATES, INC. THE TERMINATION AGREEMENT WILL END THE CONTRACT MEMORIALIZED IN A MEMORANDUM OF AGREEMENT ENTERED INTO ON JANUARY 25, 1930, AS AMENDED BY AN AGREEMENT ENTERED INTO ON AUGUST 30, 1978 (COLLECTIVELY THE 1930 AGREEMENT). THE PARTIES SEEK TO TERMINATE TH3E 1930 AGREEMENT, EXTINGUISH THE OBLIGATIONS OF THE PARTIES UNDER TH 1930 AGREEMENT, PROVIDE FOR SANTA FE ESTATES TO RETURN AND CONVEY THE NORTHWEST QUADRANT PROPERTY TO THE CITY, AND TO STATE CERTAIN OTHER AGREEMENTS OF THE PARTIES.	APPROVED	17-21
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REQUEST FOR THE APPROVAL OF AN ADDENDUM TO SERVICE AGREEMENT # 18-0338 FOR SOFTWARE AND DATA HOUSING AND RELATED SERVICES FOR	APPROVED	21
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**THE FIRE DEPARTMENT, RENEWING
THE AGREEMENT FOR A ONE-YEAR
TERM AS PROVIDED FOR IN THE
ORIGINAL AGREEMENT, IN THE AMOUNT
OF \$66,660, EXCLUSIVE OF GRT; E & F
RECOVERY, LLC.**

REQUEST FOR APPROVAL OF AWARD OF BID '19/51/P TO DENORA-MIOX INC, FOR THE ONSITE DISINFECTANT SOLUTION IN THE AMOUNT OF \$394,918, EXCLUSIVE OF NMGRT.	APPROVED	21-23
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REQUEST FOR APPROVAL OF JOINT FUNDING AGREEMENT NO. 20RGJFA30 WITH US DEPARTMENT OF INTERIOR/US GEOLOGICAL SURVEY FOR THE STREAM FLOW GAGES IN THE SANTA FE RIVER, ABOVE MCCLURE RESERVOIR AND COCHITI IN THE AMOUNT OF \$74,032.00 EXCLUSIVE OF NMGRT.	APPROVED	23
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REQUEST FOR APPROVAL OF SOLE SOURCE PSA TO SANTA FE GREEN CHAMBER OF COMMERCE FOR THE RESTAURANT REBATE PILOT PROGRAM IN THE TOTAL AMOUNT OF \$230,000 INCLUSIVE OF NMGRT FOR A FOUR YEAR CONTRACT BEGINNING FISCAL YEAR 19/20.	APPROVED	23-25
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CONSIDERATION OF BILL NO. 2019-36; AN ORDINANCE AMENDING SECTION 2-1.4 SFCC 1987 TO CLARIFY WHEN COMMITTEE APPOINTMENTS SHALL BE MADE AND TO CLARIFY WHICH COMMITTEES ARE COMPOSED ENTIRELY OF MEMBERS OF THE GOVERNING BODY; AMENDING SECTION 201.13 SFCC 1987 TO ESTABLISH THE PURPOSE OF THE FINANCE COMMITTEE, CONSOLIDATE THE PUBLIC WORKS COMMITTEE AND THE PUBLIC UTILITIES	APPROVED ON CONSENT	25
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COMMITTEE, AND CREATE THE QUALITY OF LIFE COMMITTEE; REPEALING SECTION 2-1.16 SFCC 1987; AMENDING REFERENCES TO THE PUBLIC UTILITIES COMMITTEE, AND REPLACING THEM WITH THE PUBLIC WORKS AND UTILITIES COMMITTEE; AND AMENDING THE REFERENCE TO THE PUBLIC UTILITIES AND REPLACING IT WITH THE PUBLIC WORKS AND UTILITIES COMMITTEE.

REQUEST FOR THE APPROVAL OF TRANSPORTATION PROJECT AGREEMENT IN THE TOTAL AMOUNT OF \$89,359 TO THE POLICE DEPARTMENT TO CONDUCT TRAFFIC-RELATED PROJECTS; NEW MEXICO DEPARTMENT OF TRANSPORTATION.	APPROVED	25-26
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CONSIDERATION OF RESOLUTION NO. 2019-____: A RESOLUTION IDENTIFYING A PROCEDURE FOR REPORTING FIREFIGHTER SHIFT REGULAR WORK HOURS TO THE PUBLIC EMPLOYEES RETIREMENT ASSOCIATION RESULTING IN FIREFIGHTERS WORKING SHIFT HOURS TO RECEIVE CREDIT FOR THOSE HOURS UPON RETIREMENT SIMILAR TO OTHER CITY OF SANTA FE FIREFIGHTERS AND EMPLOYEES RETIRING UNDER THE PUBLIC EMPLOYEES RETIREMENT SYSTEM.	APPROVED ON CONSENT	26
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PRESENTATION

FY20 Q1 UPDATE	INFORMATION/DISCUSSION	26-29
MATTERS FROM STAFF	INFORMATION/DISCUSSION	29
MATTERS FROM THE COMMITTEE	INFORMATION/DISCUSSION	29-30
ADJOURN	ADJOURNED	30

**FINANCE COMMITTEE
CITY HALL/ CITY COUNCIL CHAMBERS
MONDAY, DECEMBER 2, 2019, 5:00 PM**

1. CALL TO ORDER

The meeting of the Finance Committee, was called to order by Councilor Roman Abeyta, Chair, at 5:00 pm on Monday, December 2, 2019 at City Hall in the City Council Chambers, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

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

MEMBERS ABSENT

OTHERS PRESENT

Mary McCoy, Director, Finance Department
Brad Fluetsch, Finance Department
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

Ms. McCoy said items H and R are duplicates. We would like to remove item H.

Chair Abeyta said item X had been postponed and will not be heard this evening. There is a lot of information needed and work to do related to this item. There is a meeting on Thursday that he is attending as Finance Chair. He has a lot of questions. If Committee members would like to email him their questions he will share them in the meeting on Thursday. It is on the Public Works agenda on Monday and may be heard there if the issues are resolved on Thursday. This Committee will hear it and does not have a decision one way or another at this time. We need more information to make a decision on this. It could be sooner rather than later.

Councilor Rivera asked since item X is being postponed, will there be no opportunity to have any discussion on it.

Chair Abeyta said there will not be an opportunity tonight.

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

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

Councilor Harris pulled items D, F, G, M, P, U, S and W for discussion.

Councilor Lindell pulled items P, B, I, J, L, N and U for discussion.

Councilor Rivera said he sent emails out regarding items A and R. If we can make sure those items in his email are taken care of before Council he is good with that and only pulls item O for discussion.

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

VOTE The motion passed unanimously by voice vote.

5. APPROVAL OF MINUTES

A. OCTOBER 21, 2019

MOTION A motion was made by Councilor Rivera, seconded by Councilor Harris, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

B. NOVEMBER 4, 2019

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

VOTE The motion passed unanimously by voice vote.

6. EXECUTIVE SESSION IF NECESSARY

None

7. CONSENT AGENDA

- A. REQUEST FOR APPROVAL MAINTENANCE AGREEMENT IN THE TOTAL AMOUNT OF \$66,130.54 FOR CITY OF SANTA FE LIBRARY'S INTEGRATED LIBRARY SYSTEM (ILS) WITH INNOVATIVE INTERFACES INC. (III). Maria Tucker, Library Division Director**

Approved on consent.

- B. REQUEST FOR APPROVAL OF ACCEPTANCE OF AMENDMENT NO. 2 TO A MEMORANDUM WITH THE COUNTY OF SANTA FE FOR THE ACCOUNTABLE HEALTH COMMUNITY NAVIGATION INITIATIVE IN THE AMOUNT OF \$55,000 FOR A TOTAL AMOUNT OF \$175,800 FOR NAVIGATION SERVICES: COUNTY OF SANTA FE. Andres Mercado, Battalion Chief/Mobile Integrated Health Office**

Councilor Lindell said on page 16 of the packet there is to be annual reporting including a year end summary. Do we have that.

Battalion Chief Mercado said we are providing the County with quarterly reports as stated in the contract and we have the first two annual reports. He will check with Santa Fe County to make sure and he can provide them to the Committee if so desired.

Councilor Lindell said do email those to us.

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

VOTE The motion passed unanimously by voice vote.

- C. REQUEST FOR APPROVAL OF ACCEPTANCE OF NMDOT AVIATION DIVISION GRANT SAF#20-01 IN THE AMOUNT OF \$72,000 TO FUND THE DESIGN OF NEW AIRFIELD ELECTRICAL VAULT AND PRECISION APPROACH PATH INDICATOR (PAPI). GRANT WILL BE FOR THE SANTA FE REGIONAL AIRPORT. Curt Temple, Santa Fe Regional Airport Project Administrator**

Approved on consent.

- D. REQUEST FOR ACCEPTANCE OF FAA GRANT #3-35-0037-049-2019 TO FUND 90.75% OF TAXIWAY DELTA CONSTRUCTION.**

- 1) REQUEST FOR THE ACCEPTANCE OF NMDOT AVIATION**

**DIVISION GRANT SAF 18-01 TO FUND 3.5% OF TAXIWAY
DELTA CONSTRUCTION**

- 2) REQUEST FOR APPROVAL OF CONTRACT FOR SERVICES
USING RFP #20/02/B FOR NEW CONSTRUCTION OF
APPROXIMATELY 2,400 LINEAR FEET OF TAXIWAY DELTA,
AND TAXIWAY LIGHTING. CONSTRUCTION SERVICES WILL
BE AT THE SANTA FE REGIONAL AIRPORT FOR THE TOTAL
AMOUNT OF \$2,289,029.44 INCLUSIVE OF NMGR.**

Councilor Harris said he wanted to say this is an important project for the Regional Airport. This is a good package. He wanted to be sure people had a chance to look at it. Three qualified bids came in. Molzen Corbin is our engineer of record. This package has also acknowledged Albuquerque Asphalt and their experience modifier that he has been talking about the last three months. Another thing that is important is we have to develop a plan to submit to FAA for disadvantaged businesses with a metric we had to meet. Albuquerque Asphalt has identified subcontractors to meet the criteria. It is a good procurement in all regards. Thank you Mr. Temple and Mr. Baca. This is one of his last statements as to what is going on at the Airport.

MOTION A motion was made by Councilor Harris, seconded by Councilor Romero-Wirth, to approve the 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
\$27,500 FOR WORKFORCE AND TALENT DEVELOPMENT; RFP #
16/27/P; MAKE SANTA FE. Rich Brown, Director, Office of Economic
Development**

Approved on consent.

- F. REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES
AGREEMENT WITH MORROW, REARDEN, WILKINSON, MILLER,
LTD. (MRWM) FOR LANDSCAPE ARCHITECTURAL DESIGN
SERVICES FOR REHABILITATION OF SOCCER VALLEY. THE COST
OF THIS PROJECT WILL BE \$107,810.73 INCLUSIVE OF NMGR.
Michael Rodriguez, Facilitators Manager and Jennifer Romero, MRC
Manager**

Councilor Harris said the certificate of insurance attached is completely incorrect. We need to scrub these packages. The County is putting their monies in and the State is putting monies in. In the scope of work, exhibit A on page 11 of 24, there are a lot of

references to City staff and the City taking the lead, but to what degree is the County involved on this project.

Mr. Rodriguez said the City is taking the lead. In terms of what the County is going to do he would have to get back to you.

Councilor Harris said he thinks everyone understands the importance of good clear lines of communication and good collaboration. This has been around for his entire term as Councilor. He wants to make sure the County is engaged as much as they want to be.

Ms. Romero said we are in contact with County, Paul Olafson. As we begin the process the County will be included.

Councilor Harris said that is what he wanted to hear. Mr. Olafson has been around a long time. How do we keep the State posted.

Ms. Romero said as we start the work we will be tracking the funds as they are spent and providing reports to them and the County.

Councilor Rivera said he too wanted to make sure the County was being included in the meetings. They are an important piece of getting this off the ground. Thanks for giving us that feedback. He would like to talk about some of the experience of the bidder with soccer fields.

Ms. Romero said it is her understanding that they are very qualified to do this type of work. They have done other sports fields with other municipalities.

Councilor Rivera asked so they do have experience throughout the State.

Ms. Romero said correct.

Councilor Harris said this is an old established firm. They are a solid firm.

Councilor Lindell asked we spent a fair amount of money a few years ago rehabing some fields, didn't we.

Ms. Romero said yes we did. The turf renovation was completed. We are continuing that work into this next phase.

Councilor Lindell asked are we going to tear up the fields we just did to do this. Also we spent a magnificent amount of money on a plan. Did that plan not have any part in it about rehabing fields.

Ms. Romero said we did a Soccer Valley Master Plan that will be incorporated.

This company is doing a site analysis of what we shared as to needs for the turf. Included in that is additional turf renovation and our irrigation system. Parking lot renovation and drainage is included as well. There have been extensive conversations and planning with City and County staff and the soccer community as well.

Councilor Lindell asked was it part of the initial plan to light two fields.

Ms. Romero said yes.

Councilor Lindell asked \$1.2 million is the total budget.

Ms. Romero said correct.

Councilor Lindell asked how many fields are we working on in this project.

Ms. Romero said all four fields will be looked at, but the focus is on the lower two fields, field 1 and 2.

Councilor Lindell said she hopes we can, for \$1.2 million, at least get two fields completely done. She does not know that the improvements we made previously made the fields playable. She is concerned. We need to get these fields in shape. We had determined that initially they were very poorly designed and we have been paying for them every since.

Chair Abeyta asked will we see the project details for the \$1.2 million before we actually start. For example, he does not want to put lights on fields if it effects the other fields and our ability to make them playable. Are we able to look at the phasing to get maybe a third field done rather than doing lighting.

Ms Romero said yes, we will have an opportunity to review this project from beginning to end. Part of the first step is the site analysis. Our first two priorities are the fields and drainage, then irrigation, rehab and design. Under the first phase significant improvements were made.

Chair Abeyta asked so will we see that phasing plan before it is done.

Mr. Rodriguez said yes.

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

VOTE The motion passed unanimously by voice vote.

G. REQUEST FOR APPROVAL OF A CITY WIDE ON-CALL PROFESSIONAL SERVICES AGREEMENT WITH DAVENPORT CONSTRUCTION MANAGEMENT, INC. FOR GENERAL CONTRACTOR SERVICES RENDERED ON AN AS NEEDED BASIS THAT SHALL NOT EXCEED \$271,093.75 INCLUSIVE OF NMGR. Michael Rodriguez, Facilities Manager

Councilor Harris said we use DCM fairly often now. They re-stuccoed City Hall. He has no issue with their performance, but he wants to see the experience modifier when we are bringing them on the job. He doesn't see that. Get experience modifier before it goes to its next stop. We should have that in hand.

Councilor Lindell asked is this contract City wide.

Mr. Rodriguez said yes.

Councilor Lindell asked was this budgeted.

Mr. Rodriguez said yes, although with Midtown this will only be spent up to what is available.

Councilor Lindell said this was not done as a competitive bid.

Mr. Rodriguez said that is correct. It was a CES or State Price Agreement.

Councilor Lindell asked Ms. McCoy, what is our job of deciding which bid we take when we go out bid.

Ms. McCoy asked are you asking about a proposal or a bid.

Councilor Lindell said like this on call, what if we put it out to bid. Her concern is when we don't do competitive bids and use the same companies over and over again she gets a little concerned about it. This is over a quarter of a million dollars. We have no obligation to take the lowest bid, correct.

Ms. McCoy said if it is a proposal they are evaluated with criteria. If it is an invitation to bid it is the lowest bid of the respondents. We can always go out to bid again if we think we have not received sufficient or appropriate responses.

Councilor Lindell asked how are we charged.

Mr. Rodriguez said it is an hourly charge.

Councilor Lindell asked where is that in the packet.

Mr. Rodriguez said if it is a price agreement it is in the price agreement. He can get that information for you.

Councilor Lindell said she is uncomfortable signing on to companies when she does not know what they are going to charge us.

Councilor Romero-Wirth said there is a chart in the packet that speaks to compensation.

Councilor Harris said there are three projects listed. SWAN park is the most expensive.

Councilor Lindell said those are previous completed projects.

Councilor Lindell said she feels like she is agreeing to hire someone without knowing what they are charging her.

Chair Abeyta asked how many on call contracts do we have.

Mr. Rodriguez said many, many.

Chair Abeyta said this will allow you to call Davenport as another company on call. Would it depend on what the job is.

Mr. Rodriguez this is primarily for the Midtown Campus. This would be the general contract for things that do not fall into specific categories.

Chair Abeyta asked is this the only general contractor for Midtown.

Mr. Rodriguez said yes.

Chair Abeyta asked what about for the rest of the City.

Mr. Rodriguez said we have others.

Chair Abeyta asked how do you determine to use on call rather than going out to bid.

Mr. Rodriguez said we generally use on call if it is within a certain dollar amount.

Chair Abeyta asked what dollar amount.

Mr. Rodriguez said he is not sure. He will have to get back to you on that.

Chair Abeyta asked Mr. Rodriguez to give him an example of what we would need a general contractor on call for.

Mr. Rodriguez said an example would be to repair water damage.

Councilor Rivera said so this is a State Price Agreement. What is the benefit of going through a State Price Agreement and not going out to bid.

Ms. McCoy said a Statewide Price Agreement has already been negotiated by the General Services Department. We are able to piggy back off of that. On page 40 it lists out hours and cost per zones. On page 41 it gives the price per hour for positions. These grids are included with negotiated prices.

Councilor Rivera asked in your experience typically companies are giving their bottom line prices or can you get better pricing if you go out to bid.

Ms. McCoy said it depends on the work you are looking for. If it is specific and has been negotiated, then is its advantageous to go out to bid on that. That adds on 2 or 3 months to the entire process.

Councilor Rivera said on page 23 there are a couple of companies listed there. Davenport is referred to as AK. Referring back to page 40 and 41 you would match up AK with the group you are looking at and those would be the prices Davenport is giving us.

Mr. Rodriguez said correct.

Councilor Romero-Wirth said we are in zones depending on where you are in the state. We in zone 2.

Councilor Rivera said thank you.

Councilor Lindell said with that added information if they are AK and we are in zone 2 they are charging us \$62 a hour for a laborer in regular hours. That seems like a lot of money.

Chair Abeyta asked why did we pick Davenport as opposed to someone else who might be cheaper.

Mr. Rodriguez said we chose them because we have experience with them and trust them.

Councilor Lindell said \$62 a hour for a laborer is a mighty lot of money. She thinks there might be another company who could do this for a lot less money than that.

Councilor Harris said he is looking at page 53 of 64 and this has to do with discounts on parts and materials. You submit, if you think appropriate, what your discount would be. Davenport is offering zero discount. He recognizes other names. Blue Sky out of Espanola is a good group for example. He does not object to these price agreements, but they need to have a check set periodically and look at some of the other companies providing services. We looked at a list of projects at Midtown and they are not big numbers. A lot was done by B and D and it was a good way to go. He is not opposed to on calls services, but assumes we would ask them to look at task orders and give us a number. It should not be open ended. We would have to rely on staff to control that.

Chair Abeyta asked they can still negotiate a project they are working on for us.

Councilor Harris said yes.

Councilor Harris said he thinks we should have 2 or 3 companies on call for project management. You can move fast and on Midtown things pop up and we have vendors who want to be there for a few months. It allows us to move fast. We need to have a deeper pool.

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

VOTE The motion passed on a voice vote of 4 yes and 1 no. The no vote was Councilor Lindell.

H. REQUEST FOR APPROVAL OF AN ADDENDUM TO SERVICE AGREEMENT # 18-0338 FOR SOFTWARE AND DATA HOUSING AND RELATED SERVICES FOR THE FIRE DEPARTMENT, RENEWING THE AGREEMENT FOR A ONE-YEAR TERM AS PROVIDED FOR IN THE ORIGINAL AGREEMENT, IN THE AMOUNT OF \$66,660.00; E & F RECOVERY LLC. Greg Cliburn, Assistant Fire Chief.

1) REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION

Removed from the agenda.

I. REQUEST FOR APPROVAL OF A RESOLUTION INCORPORATING THE FIRST QUARTER BUDGET AMENDMENTS FOR FISCAL YEAR 2019/2020. Andy Hopkins, Principal Budget Analyst

Councilor Lindell said give us a brief explanation of this. Are these numbers typical of what we get. It seems to her we have a lot of reappropriation. Can you

address that.

Mr. Hopkins said this is typical for the first quarter. Most of the CIP gets reappropriated into the budget in the first quarter. It is not till then that we determine what we have spent from the previous year and how much to put into the next fiscal year to complete or continue the project. The same is true for grants. At budget adoption time we have a guess only.

Mr. Hopkins said this is a summary of all budgetary actions taken in the previous quarter including actions the Council has already approved so we can have one Resolution going to DFA for them to approve our first quarter budget.

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

VOTE The motion passed unanimously by voice vote.

J. REQUEST FOR APPROVAL OF A SOLE SOURCE AGREEMENT WITH RODNEY HUNT, INC. FOR THE WASTEWATER AERATION BASIN GATE REPLACEMENTS IN THE AMOUNT OF \$85,800.02 EXCLUDING NMGR. James Martinez, Wastewater Engineer

Councilor Lindell said on page 28 of the packet on the insurance the entire agreement talks about Rodney Hunt, Inc, and in the ensured it is USA. It is the same address, but she does not see DBA Rodney Hunt. That needs to be addressed.

Mr. Martinez said the company underwent changing their insurance agency. Currently we have the updated insurance documents showing the DBA.

Councilor Lindell said fine.

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

VOTE The motion passed unanimously by voice vote.

K. REQUEST FOR APPROVAL OF JUDGE PRO TEM, PATRICIO SERNA. Virginia Vigil, Municipal Court Judge

Approved on consent.

L. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE ORIGINAL PSA 18-1371 WITH NEW MEXICO OFFICE OF ARCHAEOLOGICAL STUDIES FOR RETROACTIVELY EXTENDING

**THE TERM FROM 6/30/2019 TO 6/30/2020. Maya Martinez, Utility
Fiscal Administrator and Paul Duran, Archaeological Technician.**

Councilor Lindell said this is more of a request of staff. When we do these contracts, such as on page 14 of the packet, could we in the future have it typed out with the name and title so we know who is signing these.

Ms. McCoy said she will pass that request on to the City Attorney.

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.

**M. REQUEST FOR APPROVAL OF CONTRACT AMENDMENT NO. 1
WITH PROSCAPE, INC. FOR ON-CALL LANDSCAPE SERVICES FOR
CITY FACILITIES. THE TOTAL COST OF THIS PROJECT IS
\$255,062.50 INCLUSIVE OF NMGR AND BOND.
Michael Rodriguez, Facilities Manager**

Councilor Harris said we have seen them on the medians and at Midtown and they are getting pretty high marks on their performance. Now that Mr. Burnett is moving into a different position within the City of Santa Fe how are we going to direct Proscap on an ongoing basis.

Mr. Rodriguez said we have posted a job opening and will be filling the position. John Dillon is working to help us right now.

Councilor Harris said he did not see an experience modifier here. He would like to know their safety record.

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

VOTE The motion passed unanimously by voice vote.

**N. REQUEST FOR APPROVAL FOR AN ON-CALL CONTRACT WITH B &
D INDUSTRIES, INC. FOR ON-CALL HVAC AND PLUMBING
SERVICES FOR CITY FACILITIES. THE TOTAL COST OF THIS
PROJECT IS \$271,093.75 INCLUSIVE OF NMGR AND BOND.
Michael Rodriguez, Facilities Manager**

Councilor Lindell said this is an Albuquerque contractor. Do they have an office

here or do they have to come from Albuquerque.

Mr. Rodriguez said they are creating an office here because of the Midtown work that has been so ongoing.

Councilor Lindell said we are back to the same thing here. Was this a competitive bid.

Mr. Rodriguez said this is a State Price Agreement with the wages listed in a table. They have been very successfully taking care of the place and have good knowledge of the situation right now.

Chair Harris asked are they the only ones on call for this work.

Mr. Rodriguez said yes. It is not a bad idea to have multiple ones. For the moment this is how we are doing it.

Councilor Harris said he thinks having some options is always a good thing. He has to say he reviewed a series of numbers on the work they have done and it looks like a professional outfit and are they are giving us good numbers and performance.

Mr. Rodriguez said we always have the option of asking for a price before we have them do anything, even with a price agreement.

Councilor Lindell said she keeps getting caught up in looking at the hourly rate on these. \$60 a hour for a laborer. These are very pricy. She remains uncomfortable with these.

Councilor Harris said we need to look at the breakdown of how they get to that number. It also includes benefits, safety training, safety gear etc. That is an all in number so it is not only those elements that roll up, but a certain percentage of the overhead and profit. We are not paying a guy \$60 an hour to pick up a shovel. There is a lot more to it than that.

Chair Abeyta said he is hearing from the Committee that having more than just one on call contractor is a good idea.

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

VOTE The motion passed unanimously by voice vote.

O. REQUEST FOR APPROVAL OF 2020 EMPLOYEE CALENDAR.
Ashley Barela, Human Resources

Councilor Rivera asked if Independence Day falls on a weekend we give Friday off. He has never seen that.

Ms. Barela said it speaks to the policy and contracts.

Councilor Rivera asked is this the City Policy or is it the Collective Bargaining Agreement.

Ms. Barela said it is City Policy.

Councilor Rivera asked does the Collective Bargaining Agreement match.

Ms. Barela said it indicates how it would be paid.

Councilor Rivera asked so since we are following policy and giving, for example, the Fire Department, if they are working on the 4th, an administrative day off on Friday. Do they get time for both days.

Ms. Barela said no, only the actual holiday.

Councilor Rivera asked can you speak to the half day for voting.

Ms. Barela said this is something we added this year. It is new. We are requesting a half day for election day to provide employees more opportunity to vote.

Councilor Rivera asked even though they are allowed 2 hours already. That is not enough.

Ms. Barela said what we are seeing across the nation is that employees don't participate as actively in voting and we believe by closing for 4 hours we would allow for better times for employees to participate.

Councilor Rivera asked do you know the cost associated with that half day.

Ms. Barela said we would have to determine that.

Councilor Rivera said the cost for a half day, there has to be a cost citywide.

Ms. Barela said we can get you that projected amount.

Councilor Rivera said to Ms. McCoy that he would like to have a fiscal impact report put into the packet before this goes to Council.

Ms. McCoy said we will work with HR to make sure it is included before Council.

Chair Abeyta asked are we closing for a half day.

Ms. Barela said that is the intention.

Chair Abeyta asked is this only for a general election.

Ms. Barela said yes.

Chair Abeyta said if we do this he assumes it will be every two years as the general election occurs.

Ms. Barela said yes.

Chair Abeyta said he does not necessarily object to this, but we do need to see the fiscal impact report.

MOTION A motion was made by Councilor Rivera, seconded by Councilor Harris, to approve the request with the requirement that an FIR be included in the packet when the item is heard at Council.

VOTE The motion passed unanimously by voice vote.

P. REQUEST FOR APPROVAL OF THREE (3) YEAR CONTRACT WITH ESRI ENVIRONMENT SYSTEMS RESEARCH, IN THE AMOUNT OF \$166,820 FOR THE PROVISION OF SMALL ENTERPRISE PUBLIC SAFETY ARCGIS ONLINE CREATOR, CONTINUALLY STAFFED ENVIRONMENT LICENSE AND ARCGIS HUB PREMIUM.

Steven Santistevan, Enterprise Applications Manager and Joshua Elicio, ITT Director.

Councilor Harris said going back to third party agreements, he asked during budget meetings what percentage of our procurement is third party agreements. The answer was 70% or a bit more. He has spoken to this and feels 70% is too high. He encourages the Finance Department to think through this policy. As we work through these things if we could work towards a more reasonable balance he thinks that is what we should do.

Councilor Harris asked is this a company we have worked with before. Did we look at other entities who provide similar services.

Mr. Elicio said he appreciated the question. Number one as long as he has been in this seat we have been partners with ESRI. We have been partners for at least the last 15 years. Number 2 is our subject matter experts have become very adept to the ESRI product itself. In this case we made a conscience decision to stick with ESRI and would like to sign an agreement with them to provide the license. We have paid them

\$30,000 for 25 licenses in the past. We have had more needs than that to cover all the Departments. For this amount we can now get unlimited licenses and the additional abilities. We want to get the right tools into the right hands to provide better efficiencies when it comes to mapping data in the City of Santa Fe. We did review other products out there, but chose to use this new version.

Councilor Harris said that is a good answer. When you say a portal will be created will that portal be available for individuals within the City at a department level, not citizens.

Mr. Elicio said yes. It will allow our PDTs to transform data into maps and upload them to a service. From that perspective we could have citizens request the maps for their respective needs there rather than coming to the City to ask us to do that for them. An example is the Tree Board. We are working on a proof of concept with the Tree Board to identify trees in the City, types of trees, and conditions and put that on an overlay map of the City. The Tree Board will be able to get into their own portal to access that information. As long as we have the data it will be a real time event.

Councilor Harris said it sounds very good in terms of licenser. If it opens it up to all Departments and someone has the ability to download and print it that is great.

Mr. Elicio said that is correct.

Councilor Harris said he likes everything about that.

Councilor Romero-Wirth said on that line of questioning, the tree map, are you also looking at access to irrigation for those trees.

Mr. Elicio said we would like to partner up with a number of departments within the City to enhance our partnerships. We would love to do that in our partnership with the appropriate department.

Councilor Romero-Wirth asked how do you regulate the use of this and make sure it is not being misused in some way. She wants to make sure we are not doing someone else's GIS work at City expense.

Mr. Elicio said our GIS administrators will be the ones to determine what information will be public and uploaded or posted. There will have to be verification of that information across the board.

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

VOTE The motion passed unanimously by voice vote.

**Q. REQUEST FOR THE APPROVAL OF A TERMINATION AGREEMENT OF A CONTRACT BY AND BETWEEN THE CITY OF SANTA FE AND SANTA FE ESTATES, INC. THE TERMINATION AGREEMENT WILL END THE CONTRACT MEMORIALIZED IN A MEMORANDUM OF AGREEMENT ENTERED INTO ON JANUARY 25, 1930, AS AMENDED BY AN AGREEMENT ENTERED INTO ON AUGUST 30, 1978 (COLLECTIVELY THE 1930 AGREEMENT). THE PARTIES SEEK TO TERMINATE THE 1930 AGREEMENT, EXTINGUISH THE OBLIGATIONS OF THE PARTIES UNDER THE 1930 AGREEMENT, PROVIDE FOR SANTA FE ESTATES TO RETURN AND CONVEY THE NORTHWEST QUADRANT PROPERTY TO THE CITY, AND TO STATE CERTAIN OTHER AGREEMENTS OF THE PARTIES.
Kevin Kellogg, Asset Development Manager and Andrea Salazar, Assistant City Attorney.**

Councilor Harris said this is something that has been worked on for a couple of years now. He has a series of questions. It says the City will identify a declarant prior to closing. What process are we going to use to identify that. That entity would have a fair amount of authority. How will they be identified and what kind of authority will they have. Do they have the ability to effect Las Estrellas' Master Plan.

Ms. Salazar said this has to do with the Master Association Agreement and the Homeowners Association Agreements. Both of those have sections in them where homeowners pay dues to the Association and they meet annually. One of the things Santa Fe Estates holds now is 600 plus rights of the potential sales of each lot. They have voting capabilities and they hold the money for those two associations. As a City that is a lot for us to take care of as to parks and trails. The role of declarant is to hold these rights in abeyance so when we sell the property the buyer can get those rights back and has the ability to sell each lot and have HOA voting rights to give to the lots. That is the first concept.

Councilor Harris said so this is fairly complex transaction. There are two associations. An HOA and a Master Association for Las Estrellas. So as declarant for Santa Fe Estates will control the Master Association because of the number of votes they have.

Ms. Salazar said she would like to defer to a representative of Santa Fe Estates who can talk more about how are currently interacting with the HOA and then she can talk about how we are assuming it will work.

Councilor Harris asked what is the City process for determining who will assume those declarant rights.

Ms. Salazar said we are thinking of doing a request for quotes to be the assignee who holds the declarant rights and liability insurance for those rights and then we will pick who to enter into a contract with.

Councilor Harris said he would agree that legal expertise is important to the assignee.

Councilor Harris asked if that is the process, to issue an RFP and put this together, do we have one roughed out.

Ms. Salazar said it is not an RFP, it is a Request For Quotes.

Councilor Harris said he would like to hear from the Las Estrellas representative. He has a few questions about how this will work in their view.

Ms. Salazar introduced David Gurule.

Councilor Harris said thank you for being here.

Mr. Gurule said Las Estrellas has a Residential Association and a Master Association. There are 225 households, soon to be 245, in the Residential Association. The Master Association holds the declarant rights. That has to do primarily with the oversight of funds and reserves set aside for future traffic costs and the drainage maintenance fund. The Master Association oversees the maintenance of those structures.

Councilor Harris asked so at this point, as declarant, does the declarant have a roll in the Residential Association.

Mr. Gurule said regarding the role, once the remaining 250 acres are acquired, it will be very important for them to be able to come into a master planned community and have control of the Residential Association. He is the President of the Residential HOA. 25% of the master planned units are now completed so we now have a resident who is a member of the Board.

Councilor Harris asked so you very much have a role to Santa Fe Estates and to the Residential HOA.

Mr. Gurule said correct.

Councilor Harris said maybe Mr. Kellogg can weigh in here a bit. There were certain objectives in the original agreement in 1930 and they are on page 2 of the cover memo. What would the City's objective be or what will they be as we coincide this transaction.

Mr. Kellogg asked do you mean objectives in receipt of the land or disposing of it.

Councilor Harris said both.

Mr. Kellogg said the first objective is to work this out with Santa Fe Estates so this land can get unstuck from a no longer functional formula for development. Once we receive it, our objectives are similar to other parcels within the City. Development of the property in the most sustainable, profitable and equitable way we can. There are different tactics we can take to achieve that. The idea is to generate revenues for the City and change the equation through modifications through Land Use for the balance of the property we have into the current market. Make it affordable and developable.

Councilor Harris asked what do you think of the Alcott appraisal. She does not think those numbers can be achieved. She values it at a lower density.

Mr. Kellogg said he agrees with the idea that the projected numbers are higher than will be practical and economical to achieve based on interviews of people building now and the costs. We need to go back to the drawing board to look at the topography and determine if the current land use is appropriated correctly.

Councilor Harris said he would accept the argument of topography and cost of construction, but would have a much harder time with neighborhood opposition. He doesn't see this as having a major impact on quality of life in that part of town.

Councilor Harris said there is a City wide review period following signature. That is on page 3 of the memo. It seems like the time lines are pretty short. He has to believe we have a decent understanding of the topography on this property.

Ms. Salazar said we have invested a lot of time in looking at this and communicating with Santa Fe Estates. A lot of documentation has been received already. While it may seem brief, a lot of this has to do with the fact that we have sorted through a lot. We are looking at appraisals and environmental studies and phase one.

Charles Thompson, attorney for Santa Fe Estates, said we do not have a phase one study, but basically what we have undertaken to do in the draft agreement is to turn over what we have and we are working on that.

Councilor Harris said the phase one assessment should be pretty straight forward. Do we get any geotechnical.

Ms. Salazar said detailed topography is obtained as each tract is purchased. Very rarely have we done geotechnical. Soils are tested.

Councilor Harris asked that is not a requirement we imposed.

Ms. Salazar said no.

Councilor Harris said he has been asking for at least two years now when we would see this. This is his last hurrah so he is glad we are seeing it.

Councilor Lindell said we have been looking at this for a long time. The thing she was looking for was a new survey which is in the packet. It was done in 2018.

Mr. Thompson said yes, in order to prepare an adequate deed and meet the requirements of the contract we engaged a new survey. Over time parcels of land have been excised, surveyed and developed. In order to create a special warranty deed we had to have all those remainder parcels resurveyed. Those blanks in the surveys will be completed when we update the surveys.

Councilor Lindell said this is an opportunity for us to look into the future. It is another parcel of property we can consider for use for affordable housing. There has been interest in the development for affordable housing. It has been a good project. She thinks to not proceed with this will mean we will have a piece of property that will sit dormant for a very long time. She feels very positive about this. We have worked on it for a long time.

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

Councilor Harris said he did not quite understand. You said as lots go to development monies go into certain improvement funds. All of those funds will run to the declarant.

Mr. Gurule said they are held and maintained by the HOA which is managed by HOAMCO.

Councilor Harris asked is there something on the horizon, like improvements to Ridge Top Road, that would exposure the City to significant costs.

Mr. Gurule said in his opinion the reserves currently being held are for areas already developed. In terms of what is left behind, it will be up to the City.

Councilor Harris asked has Santa Fe Estates, in the past, made a commitment to improvements on 599 as an example. If so, has that been identified.

Mr. Gurule said traffic signalization is the one commitment identified. He feels it is questionable if that signalization will ever be necessary. The full buildout was to be over 800 units and a village center. It would have been due to the traffic that would be

generated. He feels that signal may or may not happen in the future.

VOTE The motion passed unanimously by voice vote.

- R. REQUEST FOR THE APPROVAL OF AN ADDENDUM TO SERVICE AGREEMENT # 18-0338 FOR SOFTWARE AND DATA HOUSING AND RELATED SERVICES FOR THE FIRE DEPARTMENT, RENEWING THE AGREEMENT FOR A ONE-YEAR TERM AS PROVIDED FOR IN THE ORIGINAL AGREEMENT, IN THE AMOUNT OF \$66,660, EXCLUSIVE OF GRT; E & F RECOVERY, LLC. Greg Cliburn, Assistant Fire Chief**

Approved on consent.

- S. REQUEST FOR APPROVAL OF AWARD OF BID '19/51/P TO DENORA-MIOX INC, FOR THE ONSITE DISINFECTANT SOLUTION IN THE AMOUNT OF \$394,918, EXCLUSIVE OF NMGRT.**

- 1) REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION IN THE AMOUNT OF \$428,240, INCLUSIVE OF NMGRT.**

Alex Gamino, Automation and Security System Administrator

Councilor Harris said he wanted to point out we have an award of \$394,000 plus GRT that gets us to the \$428,000. Your summary of contracts on page 25 has the incorrect amount so lets get that changed. Looking at page 22, the break down summary of the price table, you can't get to the \$394,000 so how are you confident that you know what you are buying here.

Mr. Gamino said on the \$394,000 we added the optional tank kits to come up with the \$394,000. He does not recall how many we ordered.

Councilor Harris said he thinks the vendor should have a breakdown of how you get to the \$394,000 included in this. Is this company a price agreement. Is it someone we used before. How did we get there.

Mr. Gamino said we went out to RFP. This is a company we have used for 15 plus years. We are very comfortable with the company. He will follow up with how we got to the \$394,000 and include that in the packet for the Council meeting.

Councilor Harris said in the commercial terms it says we pay 90% up front. Did we really do that.

Mr. Gamino said yes, that is part of the agreement. They do require that to start

to build the units.

Councilor Harris said he does not know why we would agree to that.

Mr. Gamino said these units are made to order. They are custom order.

Councilor Harris asked how often do we pay 90% up front.

Ms. McCoy said almost never.

Councilor Harris asked then why are we doing it now

Ms. McCoy said she would defer to staff who were in the negotiations.

Councilor Harris said we have a long relationship with these people. It seems they would want our business. He can't live with that.

Councilor Lindell asked who did the negotiation on this.

Mr. Gamino said he is filling in tonight for Jonathan Montoya, the Source of Supply Manger. He could follow up with him tomorrow.

Chair Abeyta asked is this item time sensitive.

Mr. Gamino said there is an urgency. We are near failure on one unit. Two of these units are replacing that unit.

Councilor Harris said you have had to pinch hit for Mr. Montoya in different situations. He thinks Mr. Montoya should appear in the future.

Chair Abeyta said so we can postpone this to January.

Councilor Romero-Wirth said this concerns her. What does this mean to the water supply.

Mr. Gamino said BDD is online and they can chlorinate their own water, but if for some reason they go off line and we need to pump water to the wells we have no way to chlorinate at that time.

Councilor Romero-Wirth asked how likely is that.

Mr. Gamino said we can get these questions addressed and back to you.

Councilor Romero-Wirth said that is her only concern.

Chair Abeyta asked what is the standard for up front payment.

Ms. McCoy said she cannot speak to a standard. Having a percentage up front is not common.

Mr. Gamino said these are made to order so you are asking them to build these units that are specialized. This proposal is just for the units. If you have a percentage you are comfortable with he can relay that. That would have to go back through the committees.

Councilor Harris said he reads this 90% of the total value. He can live with as much as 50% on special equipment and that is on the high side. 90% is not acceptable. It is not a good way to do business.

MOTION A motion was made by Councilor Lindell, seconded by Councilor Harris, to postpone this request until the January meeting.

VOTE The motion passed unanimously by voice vote.

- T. REQUEST FOR APPROVAL OF JOINT FUNDING AGREEMENT NO. 20RGJFA30 WITH US DEPARTMENT OF INTERIOR/US GEOLOGICAL SURVEY FOR THE STREAM FLOW GAGES IN THE SANTA FE RIVER, ABOVE MCCLURE RESERVOIR AND COCHITI IN THE AMOUNT OF \$74,032.00 EXCLUSIVE OF NMGRT. Alan Hook, Water Resources Coordinator Assistant**

Approved on consent.

- U. REQUEST FOR APPROVAL OF SOLE SOURCE PSA TO SANTA FE GREEN CHAMBER OF COMMERCE FOR THE RESTAURANT REBATE PILOT PROGRAM IN THE TOTAL AMOUNT OF \$230,000 INCLUSIVE OF NMGRT FOR A FOUR YEAR CONTRACT BEGINNING FISCAL YEAR 19/20. Andrew Erdmann, Water Conservation**

Councilor Lindell said three pages from the end in her packet in the executive summary it says the pilot resulted in 450,000 gallons of savings a year. Is that 450,000 gallons a year that the program identified saved by each restaurant or all combined.

Mr. Erdmann said it is a total combined savings based on installation of aerators installed in the initial phase.

Councilor Lindell said we have 30 participants in the pilot program. That is only

a savings of 1,250 gallons per month per restaurant. That is not much.

Mr. Erdmann said that is the savings based on a very simple assessment that was done. It is only based on aerators on faucets. This first cut was at very low hanging fruit.

Councilor Lindell said she hopes so. That is a very small amount of water to save per month. This contract is for almost a quarter of a million for four years. She would be more comfortable if it was for two years and then we looked at the results. Her concerns have nothing to do with the contractor, the Green Chamber of Commerce, they do a great job. She is concerned about the program itself as to what we are spending and what we are getting. City staff will still be conducting the audits.

Mr. Erdmann said it will be a combination of City staff and individuals certified to do audits through the Community College. The amount of audits is greater that staff can get through.

Councilor Lindell asked so we are paying a contractor \$60,000 a year to line up people to participate in this.

Mr. Erdmann said that and getting a relationship with a company outside of Santa Fe Meter Technology. One of the difficulties of the Water Conservation Office is it is not difficult to reach nonresidential users with conservation, but we don't quite know how to do water conservation in commercial yet.

Councilor Romero-Wirth said this is the next big area where we need to begin to focus and figure out how we want to incentivize conservation. We need to start getting into the business sector.

Councilor Lindell asked does it need to be four years.

Mr. Erdmann said at this point we are four years into the initial steps of this. Laying groundwork was a slow process. It is a central piece to the offices plan to target conservation opportunities in those areas.

Mr. Schiffbaure said besides the aerators we fixed leaks and some of the recommendations as to how they use their water and there were some reports they get back that suggest what they can do. The calculations we got from that was a 3 million gallon savings. Water savings identified with the life of the products in place was 19 million gallons saved. The 450,000 sounded a bit light to him until he heard it was just the aerators. The savings are there that make it vital and worthwhile. The four years is based on the number of the restaurants in Santa Fe. Restaurants change ownership with regularity. If we want to make a dent in this sector it is going to take a while.

Councilor Lindell said perhaps starting this off with 450,000 gallons as the big

accomplishment in the memo is not that impressive.

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

VOTE The motion passed unanimously by voice vote.

V. CONSIDERATION OF BILL NO. 2019-36; AN ORDINANCE AMENDING SECTION 2-1.4 SFCC 1987 TO CLARIFY WHEN COMMITTEE APPOINTMENTS SHALL BE MADE AND TO CLARIFY WHICH COMMITTEES ARE COMPOSED ENTIRELY OF MEMBERS OF THE GOVERNING BODY; AMENDING SECTION 201.13 SFCC 1987 TO ESTABLISH THE PURPOSE OF THE FINANCE COMMITTEE, CONSOLIDATE THE PUBLIC WORKS COMMITTEE AND THE PUBLIC UTILITIES COMMITTEE, AND CREATE THE QUALITY OF LIFE COMMITTEE; REPEALING SECTION 2-1.16 SFCC 1987; AMENDING REFERENCES TO THE PUBLIC UTILITIES COMMITTEE, AND REPLACING THEM WITH THE PUBLIC WORKS AND UTILITIES COMMITTEE; AND AMENDING THE REFERENCE TO THE PUBLIC UTILITIES AND REPLACING IT WITH THE PUBLIC WORKS AND UTILITIES COMMITTEE. Mayor Webber and Jesse Guillen, Legislative Liaison

Approved on consent.

W. REQUEST FOR THE APPROVAL OF TRANSPORTATION PROJECT AGREEMENT IN THE TOTAL AMOUNT OF \$89,359 TO THE POLICE DEPARTMENT TO CONDUCT TRAFFIC-RELATED PROJECTS; NEW MEXICO DEPARTMENT OF TRANSPORTATION. Andrew Padilla

1) REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION

Councilor Harris said these programs have been in place for a few years.

Officer Padilla said yes, for several years.

Councilor Harris said this is targeted for officer overtime to support the programs. What kind of results has the department gotten from these programs.

Officer Padilla said it helps supplement and provides a revenue source for the Department. The most visible are the DUI check points where it can be manpower

intensive. This provides our ability to staff those operations.

Councilor Harris asked does NMDOT every support the Stop program.

Officer Padilla said at this time they do not. We would love them to. We would like the State to look at adjusting the tariff they put on us for that program.

Councilor Harris asked are we ever going to have a Stop program any time soon.

Officer Padilla said we are going to bring that information forward through committees and they will decide if we are going to relaunch our Stop program. Councilor Lindell is working on some legislation to stabilize the fees imposed. The decision will rest with the Governing Body.

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

VOTE The motion passed unanimously by voice vote.

- X. CONSIDERATION OF RESOLUTION NO. 2019-____: A RESOLUTION IDENTIFYING A PROCEDURE FOR REPORTING FIREFIGHTER SHIFT REGULAR WORK HOURS TO THE PUBLIC EMPLOYEES RETIREMENT ASSOCIATION RESULTING IN FIREFIGHTERS WORKING SHIFT HOURS TO RECEIVE CREDIT FOR THOSE HOURS UPON RETIREMENT SIMILAR TO OTHER CITY OF SANTA FE FIREFIGHTERS AND EMPLOYEES RETIRING UNDER THE PUBLIC EMPLOYEES RETIREMENT SYSTEM. Councilor Vigil Coppler, Councilor Rivera and Councilor Ives. Jesse Guillen, Legislative Liaison**

This item was postponed.

8. PRESENTATION

- A. FY20 Q1 UPDATE
Brad Fluetsch, Planning and Investment Officer and Andy Hopkins,
Principle Budget Analyst**

Ms. McCoy said the report is in the packet and is in the same format as previous reports. Clayton Pelletier will review the revenue update section. He is the interim Treasury Officer. Andy will do the projections section and Brad the final investment portfolio section.

Mr. Pelletier reviewed the treasury section.

Councilor Romero-Wirth asked Mr. Pelletier to speak to the variances.

Mr. Pelletier said there was additional revenue from the commercial food sector. The actual numbers by sector are included in the report.

Councilor Romero-Wirth said the State reimbursement of food and medical, can you explain the variance.

Mr. Pelletier said he has not delved into the detail enough yet to answer that question. He can get back to you on that.

Councilor Romero-Wirth said that is an important issue for local governments.

Chair Abeyta asked are you speaking to the difference on page 5.

Councilor Romero-Wirth said yes, it is \$3.2 million less. She is curious what we attribute that to. Is it the economy or some bump from legislation or hold harmless or what accounts for that.

Ms. McCoy said Clayton will follow up with the details. Over the last year we have seen bumps for one time revenue increases in reimbursement from the state. This was one of the categories. Staff followed up. This was a one time bump we saw. We will get you the specifics.

Councilor Romero-Wirth said we are part of a law suit around GRT and those receipts are not getting calculated correctly. Is this emblematic of the issue around the suit.

Mr. Pelletier said that is an excellent question because the way the narrative sounds it would seem to indicate it went the opposite direction. Please allow him time to do some research and get a better answer for you.

Councilor Harris said thanks for your observation. He also wanted to ask about the last sentence on page 3. Are they referring to GRT reports when they say taxpayer returns. What is that referring to.

Mr. Pelletier said he is hoping there is a math error on the chart. This would be amendments by different taxpayers on their combined tax reporting forms. They have amended returns and reported additional sales.

Councilor Harris asked so GRT.

Mr. Pelletier said mostly yes. The narrative indicates that the \$34.6 million is

included in that increase.

Councilor Harris said so that diminishes our performance significantly.

Mr Pelletier said agreed.

Ms. McCoy said she would like to also point out the additional revenue from amended tax returns, our former Treasury Officer confirmed these were one time increases.

Councilor Romero-Wirth said she is also interested in the agriculture, forestry, hunting and fishing \$20,000 decline from the last quarter. She is curious as to what we have in that area to begin with.

Mr. Pelletier said he does not have the details and will add this to his analysis if you like.

Councilor Romero-Wirth said yes please.

Councilor Romero-Wirth asked is it possible to take the short term rentals out of the lodgers tax.

Mr. Pelletier said yes it is.

Councilor Romero-Wirth said she would be curious to see that for the first quarter.

Mr. Pelletier said he will add that to his list.

Councilor Lindell asked would you send that to the whole committee.

Mr. Pelletier said yes he will. He can tell you it represents 30% or less of the total.

Councilor Romero-Wirth said she is interested in the trend line.

Mr. Hopkins reviewed the revenue and expense section with expense projections.

Councilor Romero-Wirth said she is curious about the timing of this report. Is this the amount of time it takes to round up a quarters worth of work. We are pretty much through the second quarter now.

Mr. McCoy said this is about the time it takes to close out the quarter. After that the budget team starts their work for projections. Keep in mind we are working with two

financial systems at this time.

Councilor Romero-Wirth asked once we move to one system do you see this turning around faster.

Ms. McCoy said yes that is our ideal as well. Our goal is to do month end closes that we can hand out and distribute as a monthly update once we hit that target.

Councilor Romero-Wirth said this is really important information and interesting information and she would like to also hear from staff as to why we see fluctuations going forward. She appreciates this information a lot.

Mr. Hopkins said one other factor is the fact that GRT receipts are always two months behind.

Councilor Romero-Wirth asked that is a State issue, correct.

Mr. Hopkins said correct.

Mr. Fluetsch gave the investment review.

There were not questions.

9. MATTERS FROM STAFF

Ms. McCoy gave an update on the Munis system.

Ms. McCoy said we are looking to go live on January 1st with the human capital system which includes payroll and inventory systems.

10. MATTERS FROM THE COMMITTEE

Councilor Lindell said thank you for the reports. They were well presented.

Chair Abeyta asked Councilor Harris if he had any last words.

Councilor Harris said he has enjoyed his time on City Council and has particularly liked the Finance Committee. He gives a lot of credit to staff. It has been a hard road the last four years. When he first started it was not much fun. We did not know our numbers at all. There is still work to be done, but he does give a lot of credit to Ms. McCoy, Brad, Andy and others he does not know as well. It has come a long ways since he started. Congratulations to all of you.

Councilor Lindell said thank you Mike. You made the Finance Committee a much better Committee. Your preparation was always beyond reproach. You have

trained us to look for things we did not know to look for. You brought expertise we didn't have. It has been an absolute pleasure to work with you. Thank you.

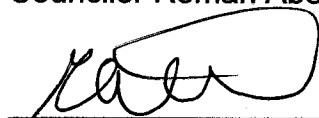
The other Finance Committee members also thanked Councilor Harris for his service.

11. ADJOURN

There being no further business before the Committee the meeting adjourned at 7:45 pm.



Councilor Roman Abeyta, Chair



Elizabeth Martin, Stenographer