

**City of Santa Fe, NM  
Regular Committee  
Monday, June 17, 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 Meeting Minutes - June 3, 2019  
Item 5a
- b. Special Finance Committee Budget Hearings - April 30, 2019  
Item 5b
- c. Special Finance Committee Meeting Budget Hearings - May 1, 2019  
Item 5c
- d. Special Finance Committee Meeting Budget Hearings - May 6, 2019  
Item 5d
- e. Regular Finance Committee Meeting - May 20, 2019  
Item 5e

**6. CONSENT AGENDA**

- a. Request for Approval of Amendment No. 7 to Professional Services Agreement in the Total Amount of \$939,224.96. plus Applicable Gross Receipts Tax for Professional Security Services; Universal Protection Service, LP/DBA Allied Universal Security Services. (David Silver, dmsilver@santafenm.gov, 505-955-6537)  
Item a
- b. Request for Approval of Santa Fe Regional Juvenile Justice Board Funding Recommendations in the Total Amount of \$197,580 for Alternatives to Detention Programs; Various Local Non-Profit Organizations (Julie Sanchez, Program Manager, jjsanchez@santafenm.gov, 955-6678)  
  
Item b
- c. Request for the Approval of Amendment No. 1 to Extend the Term and Increase Compensation of the Administrative Services Agreement #15-0757 in the Total Amount of \$113,706 for City of Santa Fe Employer Sponsored Health and Life Insurance Benefits; Cigna Health and Life Insurance Company. Bernadette Salazar, HR Director, bjsalazar@santafenm.gov, (505) 955-6591

d. Request for Approval of Change Order No. 1 to the Original Construction Agreement 19-0117 for the PRV Replacement Project – CIP# 3053A for FY 19/20 in the Amount of \$250,000 Exclusive of NMGR; A.A.C. Construction, LLC. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273)

Item d

e. Request for Approval of Change Order No. 2 to the original Contract No. 17-0823 with Sub Surface Contracting, Inc. for FY 19/20 City Wide Water Utility Construction & Repair – CIP # 953 in the Amount of \$542,187.50 Inclusive of NMGR. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273)

Item e

f. Request for Approval of Amendment No. 1 in the Total Amount of \$95,360.16 for DWI Rehabilitation School Instruction Services, Facility Rental and Validation Fees; Kathleen Lawicki dba Santa Fe DWI School LLC and NM Traffic Safety Bureau. (Chief Andrew Padilla, aapadilla@santafenm.gov, (505) 955-5102)

Item f.rev.pdf

g. Request for Approval of Amendment No. 3 to the Professional Services Agreement for Stormwater Management Educational Public Outreach via the Utility Bill Inserts in the amount of \$20,000 Exclusive of NMGR; Valli Information Systems, Inc. dba Postal Pros Southwest (Melissa McDonald, River and Watershed Coordinator, mamcdonald@santafenm.gov, 955-6840)

Item g

h. Request for Approval of Amendment No. 2 to the original Professional Services Agreement with Great Western Electrical, Inc. for a Time Extension through August 31, 2019 for the Nichols/McClure Reservoir Electrical and Security Improvement. (Alex Gamino, Automation and Security System Administrator, aegamino@santafenm.gov, 955-4375)

Item h

i. Request for Approval of Amendment No. 2 to the Professional Services Agreement with Public Service Company of New Mexico for a Time Extension through August 31, 2019 for the Nichols to McClure Reservoir Utility Extension Project. (Alex Gamino, Automation and Security System Administrator, aegamino@santafenm.gov, 955-4375)

Item i

j. Request for Approval of Amendment No. 1 to the Professional Services Agreement with Intraworks for Security System Maintenance On-Call Services for FY 19/20 in the Amount of \$21,867.50 Inclusive of NMGR. (Alex Gamino, Automation and Security System Administrator, aegamino@santafenm.gov, 955-4375)

Item j

k. Request for Approval of Amendment No. 7 to the Agreement 10-1034 with XCell Towers, LLC for FY 19/20 for the Lease Located at the Tesuque Peak Site in the Amount of \$9,582.14, Exclusive of NMGR. (Alex Gamino, Automation and Security System Administrator, aegamino@santafenm.gov, 955-4375)

Item k

l. Request for Approval of Amendment No. 4 to Professional Services Agreement with Molzen Corbin & Associates for a Time Extension through October 18, 2019 for Engineering Services Related to the Design of Erosion and Drainage Control Measures on the Buckman Pipeline Right-of-Way (ROW). (Kristin Johansen, Engineer, kgjohansen@santafenm.gov, 955-4279)

Item l

m. Request for Approval of Amendment No. 1 to the Professional Services Agreement with the Santa Fe Watershed Association for SF Municipal Watershed Management Program Community Education and Outreach

in the Amount of \$31,300 Exclusive of NMGR. (Christine Chavez, Water Conservation Manager, cychavez@santafenm.gov, 955-4519)

Item m

n. Request for Approval of Amendment No. 4 to Professional Services Agreement with PK Public Relations for Public Relations Services for the Water Division for FY 19/20 in the Amount of \$80,000 Exclusive of NMGR. (Christine Chavez, Water Conservation Manager, cychavez@santafenm.gov, 955-4519)

Item n

o. Request for Approval of Amendment No. 1 to the Professional Services Agreement with Polydyne, Inc. for Polymer for FY 19/20 in the Amount of \$50,000. (Aaron Rand, Source of Supply Operations Manager, arrand@santafenm.gov, 955-4376)

Item o

p. Request for Approval of Amendment No. 1 to the Contract 18-1029 with Univar USA, Inc. for Hi-Grade Evaporated Salt for FY 19/20 in the Amount of \$57,600. (Aaron Rand, Source of Supply Operations Manager, arrand@santafenm.gov, 955-4376)

Item p

q. Request for Approval of Amendment No. 4 to Professional Services Agreement with HDR Engineering, Inc. for the Wastewater Treatment Plant Anaerobic Digesters Project –CIP # 950 for \$223,385, Exclusive of NMGR and a Time Extension. (Alan MacGregor, Engineering Supervisor, asmacgregor@santafenm.gov, 955-4623)

Item q

r. Request for Approval of Amendment No. 1 to Lease Agreement by and Between the City of Santa Fe and Verizon Wireless (VAW) LLC Bearing Item No. 18-1096 to Allow for Continued Use of Existing Utility Hookup and Compensation for Such Use at 201 W. Marcy Street (Edward Vigil, Land Use Property Manager, ejvigil@santafenm.gov, 955-6226)

Item r

s. Request for Approval of Amendment No. 2 to Professional Services Contract for Extension of Term; Santa Fe Housing Trust-Soleras Station. (Jacqueline Beam, Office of Affordable Housing, jybeam@santafenm.gov, 955-6574)

Item s

t. Request for Approval of Amendment No. 1 to Professional Service Agreement with Wilson and Company to Increase Compensation \$47,909.39 plus Applicable Gross Receipts Taxes to Provide Design Services for the Guadalupe/North Paseo de Peralta Intersection. (Sarah Anderson, Public Works Engineer Supervisor, smanderson@santafenm.gov, 955-6672)

Item t

u. Request for Approval of Amendment No. 2 to the Amended and Restated Ground Lease Between the City of Santa Fe, the Santa Fe Railyard Community Corporation, WPOI III, LLC (500 Market, LLC) for the Market Station Property. (Kevin Kellogg, Asset Development Manager, kkellogg@santafenm.gov, (505) 955-6213)

1) Request for Approval of the First Amendment to the Market Station Condominium Declaration Between the City of Santa Fe, Santa Fe Railyard Community Corporation, and WPOI III, LLC (500 Market, LLC).

Item u.rev.pdf

v. Request for Approval of Amendment #4 of Addendum #16-0903 of GSA Contract in the Amount of \$109,700.30 excluding NMGR for Time and Attendance Software Subscriptions to Extend term (1) One Year; immixTechnology, Inc. (Juan Blea, Project Manager, jmblea@santafenm.gov, (505) 955-6595)

Item v

w. Request for Approval to Continue Procurement Contracts Under RFB '18/2/B for thirty (30) Professional Service Agreements for supplies, parts, towing and services. These are four (4) year contracts and will expire on

December 30, 2021. The remaining available funding is \$8,091,700. (Lawrence Garcia, Project Administrator, [lmgarcia@santafenm.gov](mailto:lmgarcia@santafenm.gov), 955-2241)

- 1) Request for Approval to spend over \$60,000 within FY 18/19 and FY 19/20.
- 2) Request for Approval to allow the entire City of Santa Fe to utilize this procurement source.
- 3) Request for Approval of Amendment No. 1 to contract 18-0292 for change of ownership via an acquisition from

Drive Train Industries to Inland Truck Parts & Service. Funding amount and scope of work will remain the same.

item w

- x. Request for Approval of a Professional Services Agreement with Great Western Electric, Inc. for On-Call Electrical Services for the Water Division Source of Supply Facilities and the Wastewater Treatment Plan Facilities for four (4) years for the total amount of \$160,000 exclusive of NMGR. (Kenneth Espinoza, Wastewater Management Plant Supervisor, [krespinoza@santafenm.gov](mailto:krespinoza@santafenm.gov), 955-4618)

Item x

- y. Request for Approval of Grant Award and Agreement in the Total Amount of \$304,000 for Division of Senior Services' Foster Grandparent Program, Retired Senior Volunteer Program and the Senior Volunteer Program; State of New Mexico Aging and Long Term Services Department (Melanie Montoya, Program Administrator, [mmmontoya@santafenm.gov](mailto:mmmontoya@santafenm.gov), 955-4761)

Item y

- z. Request for the Approval of a Lease in the Total Amount of \$80,640 for Office Space at the SF Animal Shelter (Robert Vasquez, Deputy Chief of Police, [rvasquez@santafenm.gov](mailto:rvasquez@santafenm.gov), 955-5163)

Item z

- aa. Request for Approval of a Lease in the Total Amount of \$73,620 for Office Space at Solace (Robert Vasquez, Deputy Chief of Police, [rvasquez@santafenm.gov](mailto:rvasquez@santafenm.gov), 955-5163)

Item aa (1)

Item aa (2)

- bb. Request for the Approval of a Professional Services Agreement in the Total Amount of \$285,120 for the Domestic Violence and Sexual Assault Coordinator Through Solace (Robert Vasquez, Deputy Chief of Police, [rvasquez@santafenm.gov](mailto:rvasquez@santafenm.gov), 955-5163)

item bb

- cc. Request for Approval of an Agreement Between SF County and Sub-Recipient of the Region III High Intensity Drug Trafficking Areas (HIDTA) Funding in the Amount Up To \$18,400 for Reimbursement of Overtime For One SFPD Detective (Chief of Police Andrew Padilla, [aapadilla@santafenm.gov](mailto:aapadilla@santafenm.gov), 955-5163)

Item cc

- dd. Request for Approval of Two (2) Professional Services Agreements in the Total Amount of \$300,000 to Provide Homebuyer/Homeowner Counseling Services, Assist the City in the Implementation of the Santa Fe Homes Program (SFHP) and Provide Support to the City for its Affordable Housing Policies (Alexandra Ladd, [agladd@santafenm.gov](mailto:agladd@santafenm.gov), 955-6346)

- Homewise: \$190,000
- The Housing Trust: \$110,000

Item dd

ee. Request for the Approval of a Contract for Construction Services Using NM State Price Agreement #50-000-15-00072 for New Roofing, Using GRT Funds Appropriated By the City Council in 2018 for Work at the City of Santa Fe's City Hall Building Located at 200 Lincoln Avenue with Commercial Roofing, LLC for the Total Amount of \$112,832.65 Inclusive of NMGRT (Curt Temple, Public Works Project Administrator, cetemple@santafenm.gov, 955-5935)

Item ee

ff. Request for the Approval of a Contract for Construction Services Using NM State Price Agreement #50-000-15-00072 for New Roofing, Using GRT Funds Appropriated By the City Council in 2018 for Work at the City of Santa Fe's Main Library Located at 145 Washington Street with Commercial Roofing, LLC for the Total Amount of \$150,712.81 Inclusive of NMGRT (Curt Temple, Public Works Project Administrator, cetemple@santafenm.gov, 955-5935)

Item ff

gg. Request for the Approval of a Professional Services Agreement for the relocation of the Tract O Gas Line on the Midtown Campus in the Amount of \$82,593.59 Inclusive of NMGRT with B & D Industries, Inc. (Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 955-5933)

Item gg

hh. Request for Approval to Use Cooperative Educational Services (CES) Contract with Wilson & Company for Engineering Design Services in the Amount of \$73,990 Exclusive of NMGRT (Sarah Anderson, Public Works Engineer Supervisor, smanderson@santafenm.gov, 955-6672)

Item hh

ii. Project: Camino Entrada (East-West) Camino Entrada (North-South Roundabout

- Request for Approval to Use Cooperative Educational Services (CES) Contract with Souder, Miller & Associates, for Design Engineering Services in the Amount of \$221,738.70, Exclusive of NMGRT for Traffic Improvements Related to the Southside Transit Center
- Request for Approval of Budget Amendment Resolution (BAR) to Allocate Funds in the Amount of \$241,000 for Design of the Roundabout (Sarah Anderson, Public Works Engineer Supervisor, smanderson@santafenm.gov, 955-6672)

Item ii

jj. Request for Approval of a Memorandum of Understanding between the City of Santa Fe and Santa Fe Civic Housing Authority (SFCHA) in the Amount of \$80,900 for SFCHA as Project Manager for the Balance of the General Obligation Bond, Project A16-5093 (Gino Rinaldi, Senior Services Director, earinaldi@santafenm.gov, 955-4710)

Item jj

kk. Request for Approval of Professional Services Agreement (PSA) with CrowRiff Inc. dba CrowdRiff for Proprietary Visual Marketing Platform in the Amount of \$83,200 for Four Years (Randy Randall, TSF Director, rrandall@santafenm.gov, 955-6209)

Item kk

ll. Request for Approval of Agreement for Valet Parking on Washington Avenue - Hotel Chimayo de Santa Fe. (Toniette Candelaria-Martinez, Interim Contract Analyst, [tocandelariamartinez@santafenm.gov](mailto:tocandelariamartinez@santafenm.gov), (505) 955-6743)

Item ll

mm. Request for Approval of Agreement for Valet Parking on Don Gaspar Avenue - Hotel St. Francis. (Toniette Candelaria-Martinez, Interim Contract Analyst, [tocandelariamartinez@santafenm.gov](mailto:tocandelariamartinez@santafenm.gov), (505) 955-6743)

Item mm

nn. Request for Approval of a Resolution Authorizing and Approving Submission of a Completed Application for Financial Assistance and Parking Facilities Equipment Project Approval to the New Mexico Finance Authority. (Councilor Joanne Vigil Coppler) (Bradley Fluetsch, Financial Planning and Reporting Manager, 955.6885, [bjfluetsch@santafenm.gov](mailto:bjfluetsch@santafenm.gov))

Fiscal Impact: \$1,500,000

Item nn.1.pdf

oo. Request for Approval of an Ordinance Amending Various Sections of Chapter 14, the Land Development Code, to Repeal the Summary Committee, a Subcommittee of the Planning Commission, Repeal Obsolete References to the Business Capitol District Development Review Committee, and Make Such Other Changes as Are Necessary to Provide Consistency. (Councilor Abeyta) (Noah Berke, Planner Manager, [nlberke@santafenm.gov](mailto:nlberke@santafenm.gov), (505) 955-6647)

Fiscal Impact: (\$1000)

Committee Review:

Planning Commission	6/6/19 (scheduled)
Public Works Committee	6/10/19 (scheduled)
City Council (Request to Publish)	6/12/19 (scheduled)
City Council (Public Hearing)	7/10/19 (scheduled)

Item oo

pp. Request for Approval of a Resolution Adopting the City of Santa Fe Fiscal Year 2019/2020 Capital Budget (Councilor Ives) (Regina Wheeler, Public Works Department Director, [rawheeler@santafenm.gov](mailto:rawheeler@santafenm.gov), 955-6622)

Fiscal Impact: \$87,000,000

Committee Review:

Public Works Committee	5/28/19 (approved)
City Council	6/26/19 (scheduled)

Item pp

Item pp -rev.pdf

## 7. ACTION

Request for Discussion and Approval of Renewal for Fiscal Year 2019/2020 Comprehensive Insurance Program Coverages for the City of Santa Fe in the Total Amount of \$2,940,124.26 for Annual Insurance Premiums; RFP#12/19/P; AJ Gallagher. (Barbara Boltrek, [bcboltrek@santafenm.gov](mailto:bcboltrek@santafenm.gov), (505) 955-5627)

1) Request for Approval of Budget Amendment Resolution

Item 7a

**8. MATTERS FROM STAFF**

**9. MATTERS FROM THE COMMITTEE**

**10. ADJOURN**

<p>RECEIVED AT THE CITY CLERK'S OFFICE DATE: <u>June 14, 2019</u> TIME: <u>4:49 PM</u></p>
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**SUMMARY OF ACTION  
FINANCE COMMITTEE  
CITY HALL/ CITY COUNCIL CHAMBERS  
MONDAY, JUNE 17, 2019, 5:00 PM**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
<b>CALL TO ORDER</b>		<b>1</b>
<b>ROLL CALL</b>	<b>QUORUM</b>	<b>1</b>
<b>APPROVAL OF AGENDA</b>	<b>APPROVED</b>	<b>1</b>
<b>APPROVAL OF CONSENT AGENDA</b>	<b>APPROVED</b>	<b>1-2</b>
<b><u>APPROVAL OF MINUTES</u></b>		
<b>REGULAR FINANCE COMMITTEE MEETING MINUTES - JUNE 3, 2019</b>	<b>APPROVED</b>	<b>2</b>
<b>SPECIAL FINANCE COMMITTEE BUDGET HEARINGS - APRIL 30, 2019</b>	<b>APPROVED</b>	<b>2</b>
<b>SPECIAL FINANCE COMMITTEE BUDGET HEARINGS - MAY 1, 2019</b>	<b>APPROVED</b>	<b>2</b>
<b>SPECIAL FINANCE COMMITTEE BUDGET HEARINGS -MAY 6, 2019.</b>	<b>APPROVED</b>	<b>2-3</b>
<b>REGULAR FINANCE COMMITTEE - MAY 20, 2019</b>	<b>APPROVED</b>	<b>3</b>
<b><u>CONSENT AGENDA</u></b>		
<b>REQUEST FOR APPROVAL OF AMENDMENT 7 TO PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$939,224.96 PLUS APPLICABLE GROSS RECEIPTS TAX</b>	<b>APPROVED</b>	<b>3-5</b>



**FOR PROFESSIONAL SECURITY SERVICES; UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVICES.**

**REQUEST FOR APPROVAL OF SANTA FE REGIONAL JUVENILE JUSTICE BOARD FUNDING RECOMMENDATIONS IN THE TOTAL AMOUNT OF \$197,580 FOR ALTERNATIVES TO DETENTION PROGRAMS; VARIOUS LOCAL NON-PROFIT ORGANIZATIONS.**

**APPROVED ON CONSENT 5**

**REQUEST FOR THE APPROVAL OF AMENDMENT NO. 1 TO EXTEND THE TERM AND INCREASE COMPENSATION OF THE ADMINISTRATIVE SERVICES AGREEMENT #15-0757 IN THE TOTAL AMOUNT OF \$113,706 FOR CITY OF SANTA FE EMPLOYER SPONSORED HEALTH AND LIFE INSURANCE BENEFITS; CIGNA HEALTH AND LIFE INSURANCE COMPANY.**

**APPROVED ON CONSENT 5**

**REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 TO THE ORIGINAL CONSTRUCTION AGREEMENT 19-0117 FOR THE PRV REPLACEMENT PROJECT - CIP# 3053a FOR FY 19/20 IN THE AMOUNT OF \$250,000 EXCLUSIVE OF NMGR; A.A.C. CONSTRUCTION, LLC.**

**APPROVED ON CONSENT 5**

**REQUEST FOR APPROVAL OF CHANGE ORDER NO. 2 TO THE ORIGINAL CONTRACT NO. 17-0823 WITH SUB SURFACE CONTRACTING, INC. FOR FY 19/20 CITY WIDE WATER UTILITY CONSTRUCTION AND REPAIR - CIP #953 IN THE AMOUNT OF \$542,187.50 INCLUSIVE OF NMGR.**

**APPROVED ON CONSENT 5**

**REQUEST FOR APPROVAL OF AMENDMENT NO. 1 IN THE TOTAL**

**APPROVED ON CONSENT 5-6**

**AMOUNT OF \$95,360 FOR DWI  
REHABILITATION SCHOOL INSTRUCTION  
SERVICES, RENTAL AND VALIDATION  
FEES; KATHLEEN LAWICKI DBA SANTA FE  
DWI SCHOOL LLC AND NM TRAFFIC  
SAFETY BUREAU.**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 3 TO PROFESSIONAL  
SERVICES AGREEMENT FOR  
STORMWATER MANAGEMENT  
EDUCATIONAL PUBLIC OUTREACH VIA  
THE UTILITY BILL INSERTS IN THE  
AMOUNT OF \$20,000 EXCLUSIVE OF  
NMGR; VALLI INFORMATION SYSTEMS,  
INC. DBA POSTAL PROS SOUTHWEST.**

**APPROVED**

**6**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 2 TO THE ORIGINAL  
PROFESSIONAL SERVICES AGREEMENT  
WITH GREAT WESTERN ELECTRICAL,  
INC. FOR A TIME EXTENSION THROUGH  
AUGUST 31, 2019 FOR THE  
NICHOLS/MCCLURE RESERVOIR  
ELECTRICAL AND SECURITY  
IMPROVEMENT.**

**APPROVED ON CONSENT**

**7**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 2 TO THE  
PROFESSIONAL SERVICES  
AGREEMENT WITH PUBLIC SERVICE  
COMPANY OF NEW MEXICO FOR A TIME  
EXTENSION THROUGH AUGUST 31, 2019  
FOR THE NICHOLS TO MCCLURE  
RESERVOIR UTILITY EXTENSION  
PROJECT.**

**APPROVED ON CONSENT**

**7**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 1 TO THE  
PROFESSIONAL SERVICES AGREEMENT  
WITH INTRA WORKS FOR SECURITY  
SYSTEM MAINTENANCE ON-CALL  
SERVICES FOR FY 19/20 IN THE AMOUNT**

**APPROVED ON CONSENT**

**7**

**OF \$21,867.50 INCLUSIVE OF NMGRT.**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 7 TO THE AGREEMENT  
10-1034 WITH XCELL TOWERS, LLC FOR  
FY 19/20 FOR THE LEASE LOCATED AT  
TESUQUE PEAK SITE IN THE AMOUNT  
OF \$9,582.14, EXCLUSIVE OF NMGRT.**

**APPROVED ON CONSENT      7**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 4 TO THE  
PROFESSIONAL SERVICES AGREEMENT  
WITH MOLZEN CORBIN & ASSOCIATES  
FOR A TIME EXTENSION THROUGH  
OCTOBER 18, 2019 FOR ENGINEERING  
SERVICES RELATED TO THE DESIGN OF  
EROSION AND DRAINAGE CONTROL  
MEASURES ON THE BUCKMAN PIPELINE  
RIGHT OF WAY (ROW).**

**APPROVED ON CONSENT      7**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 1 TO THE  
PROFESSIONAL SERVICES AGREEMENT  
WITH THE SANTA FE WATERSHED  
ASSOCIATION FOR SF MUNICIPAL  
WATERSHED PROGRAM COMMUNITY  
EDUCATION AND OUTREACH IN THE  
AMOUNT OF \$31,000 EXCLUSIVE OF  
NMGRT.**

**APPROVED      7-8**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 4 TO PROFESSIONAL  
SERVICES AGREEMENT WITH PK  
PUBLIC RELATIONS FOR PUBLIC  
RELATIONS SERVICES FOR THE  
WATER DIVISION FOR FY 19/20 IN THE  
AMOUNT OF \$80,000 EXCLUSIVE OF  
NMGRT.**

**APPROVED ON CONSENT      8**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 1 TO THE  
PROFESSIONAL SERVICES  
AGREEMENT WITH POLYDYNE, INC.**

**APPROVED ON CONSENT      8-9**

**FOR POLYMER FOR FY 19/20 IN  
THE AMOUNT OF \$50,000.**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 1 TO THE  
CONTRACT 18-1029 WITH UNIVAR  
USA, INC. FOR HI-GRADE  
EVAPORATED SALT FOR FY 19/20 IN  
THE AMOUNT OF \$57,000.**

**APPROVED ON CONSENT 9**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 4 TO PROFESSIONAL  
SERVICES AGREEMENT WITH HDR  
ENGINEERING, INC. FOR THE  
WASTEWATER TREATMENT PLANT  
ANAEROBIC DIGESTERS PROJECT -  
CIP #950 FOR \$223,285, EXCLUSIVE OF  
NMGRT AND A TIME EXTENSION.**

**APPROVED 9-10**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 1 TO LEASE  
AGREEMENT BY AND BETWEEN THE  
CITY OF SANTA FE AND VERIZON  
WIRELESS (VAW) LLC BEARING ITEM  
NO. 18-1096 TO ALLOW FOR CONTINUED  
USE OF EXISTING UTILITY HOOKUP  
AND COMPENSATION FOR SUCH USE  
AT 201 W. MARCY STREET.**

**APPROVED 10-12**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 2 TO  
PROFESSIONAL SERVICES CONTRACT  
FOR EXTENSION OF TERM; SANTA FE  
HOUSING TRUST-SOLERAS STATION.**

**APPROVED ON CONSENT 12**

**REQUEST FOR APPROVAL OF  
AMENDMENT NO. 1 TO PROFESSIONAL  
SERVICE AGREEMENT WITH WILSON  
AND COMPANY TO INCREASE  
COMPENSATION \$47,909.39 PLUS  
APPLICABLE GROSS RECEIPTS TAXES  
TO PROVIDE DESIGN SERVICES FOR  
THE GUADALUPE/NORTH PASEO DE**

**APPROVAL ON CONSENT 12**

**PERALTA INTERSECTION.**

<b>REQUEST FOR AMENDMENT NO. 2 TO THE AMENDED AND RESTATED GROUND LEASE BETWEEN THE CITY OF SANTA FE, THE SANTA FE RAILYARD COMMUNITY CORPORATION, WPOI III, LLC (500 MARKET, LLC) FOR THE MARKET STATION PROPERTY.</b>	<b>APPROVED</b>	<b>12-14</b>
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<b>REQUEST FOR APPROVAL OF AMENDMENT NO. 4 OF ADDENDUM #16-0903 OF GSA CONTRACT IN THE AMOUNT OF \$109,700.30 EXCLUDING NMGRT FOR TIME AND ATTENDANCE SOFTWARE SUBSCRIPTIONS TO EXTEND THE TERM (1) ONE YEAR; IMMIX TECHNOLOGY, INC.</b>	<b>APPROVED ON CONSENT</b>	<b>14</b>
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<b>REQUEST FOR APPROVAL TO CONTINUE PROCUREMENT CONTRACTS UNDER RFB '18/2/B FOR THIRTY (30) PROFESSIONAL SERVICE AGREEMENTS FOR SUPPLIES, PARTS, TOWING AND SERVICES. THESE ARE FOUR (4) YEAR CONTRACTS AND WILL EXPIRE ON DECEMBER30, 2021. THE REMAINING AVAILABLE FUNDING IS \$8,091,700.</b>	<b>APPROVED ON CONSENT</b>	<b>14-15</b>
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<b>REQUEST FOR APPROVAL OF A SERVICE AGREEMENT WITH GREAT WESTERN ELECTRIC, INC. FOR ON-CALL ELECTRICAL SERVICES FOR THE WATER DIVISION SOURCE OF SUPPLY FACILITIES AND THE WASTEWATER TREATMENT PLANT FACILITIES FOR FOUR (4) YEARS FOR THE TOTAL AMOUNT OF \$160,000 EXCLUSIVE OF NMGRT.</b>	<b>APPROVED ON CONSENT</b>	<b>15</b>
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<b>REQUEST FOR APPROVAL OF GRANT AWARD AND AGREEMENT IN THE TOTAL AMOUNT OF \$304,000 FOR DIVISION OF SENIOR SERVICES' FOSTER</b>	<b>APPROVED ON CONSENT</b>	<b>15</b>
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**GRANDPARENT PROGRAM, RETIRED  
SENIOR VOLUNTEER PROGRAM AND  
THE SENIOR VOLUNTEER PROGRAM;  
STATE OF NEW MEXICO AGING AND  
LONG TERM SERVICES DEPARTMENT.**

<b>REQUEST FOR APPROVAL OF A LEASE IN THE TOTAL AMOUNT OF \$80,640 FOR OFFICE SPACE AT THE SF ANIMAL SHELTER.</b>	<b>APPROVED ON CONSENT</b>	<b>15</b>
<b>REQUEST FOR APPROVAL OF A LEASE IN THE TOTAL AMOUNT OF \$73,620 FOR OFFICE SPACE AT SOLACE.</b>	<b>APPROVED ON CONSENT</b>	<b>15</b>
<b>REQUEST FOR THE APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$285,120 FOR THE DOMESTIC VIOLENCE AND SEXUAL ASSAULT COORDINATOR THROUGH SOLACE.</b>	<b>APPROVED ON CONSENT</b>	<b>15</b>
<b>REQUEST FOR APPROVAL OF AN AGREEMENT BETWEEN SF COUNTY AND SUB-RECIPIENT OF THE REGION III HIGH INTENSITY DRUG TRAFFICKING AREAS (HIDTA) FUNDING IN THE AMOUNT UP TO \$18,400 FOR REIMBURSEMENT OF OVERTIME FOR ONE SFPD DETECTIVE.</b>	<b>APPROVED ON CONSENT</b>	<b>15-16</b>
<b>REQUEST FOR APPROVAL OF TWO (2) PROFESSIONAL SERVICES AGREEMENTS IN THE TOTAL AMOUNT OF \$300,000 TO PROVIDE HOMEBUYER/HOMEOWNER COUNSELING SERVICES, ASSIST THE CITY IN THE IMPLEMENTATION OF THE SANTA FE HOMES PROGRAM (SFHP) AND PROVIDE SUPPORT TO THE CITY FOR ITS AFFORDABLE HOUSING POLICIES.</b>	<b>APPROVED ON CONSENT</b>	<b>16</b>
<b>REQUEST FOR THE APPROVAL OF A CONTRACT FOR CONSTRUCTION SERVICES USING NM STATE PRICE</b>	<b>APPROVED ON CONSENT</b>	<b>16</b>

**AGREEMENT #50-000-15-00072 FOR  
NEW ROOFING, USING GRT FUNDS  
APPROPRIATED BY THE CITY COUNCIL  
IN 2018 FOR WORK AT THE CITY OF  
SANTA FE'S CITY HALL BUILDING  
LOCATED AT 200 LINCOLN AVENUE  
WITH COMMERCIAL ROOFING, LLC  
FOR THE TOTAL AMOUNT OF  
\$112,832.65.**

**REQUEST FOR THE APPROVAL OF  
A CONTRACT FOR CONSTRUCTION  
SERVICES USING NM STATE PRICE  
AGREEMENT #50-000-15-00072 FOR NEW  
ROOFING, USING GRT FUNDS  
APPROPRIATED BY THE CITY COUNCIL  
IN 2018 FOR WORK AT THE CITY OF SANTA  
FE'S MAIN LIBRARY LOCATED AT 145  
WASHINGTON STREET WITH COMMERCIAL  
ROOFING, LLC FOR THE TOTAL AMOUNT  
OF \$150,712.81.**

**APPROVED ON CONSENT 16**

**REQUEST FOR APPROVAL OF A  
PROFESSIONAL SERVICES AGREEMENT  
FOR THE RELOCATION OF THE TRACT O  
GAS LINE ON THE MIDTOWN CAMPUS IN  
THE AMOUNT OF \$82,593.59 INCLUSIVE OF  
NMGRT WITH B & D INDUSTRIES, INC.**

**APPROVED ON CONSENT 16**

**REQUEST FOR APPROVAL TO USE  
COOPERATIVE EDUCATIONAL SERVICES  
(CES) CONTRACT WITH WILSON &  
COMPANY FOR ENGINEERING DESIGN  
SERVICES IN THE AMOUNT OF \$73,990  
EXCLUSIVE OF NMGRT.**

**APPROVED ON CONSENT 16-17**

**PROJECT: CAMINO ENTRADA  
(EAST-WEST) CAMINO ENTRADA  
(NORTH-SOUTH) ROUNDABOUT  
REQUEST FOR APPROVAL TO USE  
COOPERATIVE EDUCATIONAL SERVICES  
IN THE AMOUNT OF \$221,738.70,  
EXCLUSIVE OF NMGRT FOR TRAFFIC**

**APPROVED ON CONSENT 17**

**IMPROVEMENTS RELATED TO THE  
SOUTHSIDE TRANSIT CENTER  
REQUEST FOR APPROVAL OF BUDGET  
AMENDMENT RESOLUTION (BAR) TO  
ALLOCATE FUNDS IN THE AMOUNT OF  
\$241,000 FOR DESIGN OF THE  
ROUNDBOUT.**

**REQUEST FOR APPROVAL OF A  
MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF SANTA FE AND  
SANTA FE CIVIC HOUSING AUTHORITY  
(SFCHA) IN THE AMOUNT OF \$80,900  
FOR SFCHA AS PROJECT MANAGER FOR  
THE BALANCE OF THE GENERAL  
OBLIGATION BOND, PROJECT A16-5093.**

**APPROVED ON CONSENT 17**

**REQUEST FOR APPROVAL OF  
PROFESSIONAL SERVICES AGREEMENT  
(PSA) WITH CROWDRIFT INC. DBA  
CROWDRIFT FOR PROPRIETARY VISUAL  
MARKETING PLATFORM IN THE AMOUNT  
OF \$83,200 FOR FOUR YEARS.**

**APPROVED ON CONSENT 17**

**REQUEST FOR APPROVAL OF  
AGREEMENT FOR VALET PARKING ON  
WASHINGTON AVENUE - HOTEL  
CHIMAYO DE SANTA FE.**

**APPROVED 17-19**

**REQUEST FOR APPROVAL OF  
AGREEMENT FOR VALET PARKING  
ON DON GASPAR AVENUE - HOTEL  
ST. FRANCIS.**

**APPROVED ON CONSENT 20**

**REQUEST FOR APPROVAL OF A  
RESOLUTION AUTHORIZING AND  
APPROVING SUBMISSION OF A  
COMPLETED APPLICATION FOR  
FINANCIAL ASSISTANCE AND PARKING  
FACILITIES EQUIPMENT PROJECT  
APPROVAL TO THE NEW MEXICO FINANCE  
AUTHORITY.**

**APPROVED 20-21**



<p><b>REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 14, THE LAND DEVELOPMENT CODE, TO REPEAL THE SUMMARY COMMITTEE, A SUBCOMMITTEE OF THE PLANNING COMMISSION, REPEAL OBSOLETE REFERENCES TO THE BUSINESS CAPITAL DISTRICT DEVELOPMENT REVIEW COMMITTEE, AND MAKE SUCH OTHER CHANGES AS ARE NECESSARY TO PROVIDE CONSISTENCY.</b></p>	<p><b>PULLED FROM AGENDA</b></p>	<p><b>21-22</b></p>
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<p><b>REQUEST FOR APPROVAL OF A RESOLUTION ADOPTING THE CITY OF SANTA FE FISCAL YEAR 2019/2020 CAPITAL BUDGET.</b></p>	<p><b>APPROVED</b></p>	<p><b>22-24</b></p>
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**ACTION**

<p><b>REQUEST FOR DISCUSSION AND APPROVAL OF RENEWAL FOR FISCAL YEAR 2019/2020 COMPREHENSIVE INSURANCE PROGRAM COVERAGES FOR THE CITY OF SANTA FE IN THE TOTAL AMOUNT OF \$2,940,124.26 FOR ANNUAL INSURANCE PREMIUMS RFP # 12/19/P; AJ GALLAGHER.</b></p>	<p><b>APPROVED</b></p>	<p><b>24-27</b></p>
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<p><b>MATTERS FROM STAFF</b></p>	<p><b>INFORMATION/DISCUSSION</b></p>	<p><b>28</b></p>
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<p><b>MATTERS FROM THE COMMITTEE</b></p>	<p><b>NONE</b></p>	<p><b>28</b></p>
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<p><b>ADJOURN</b></p>	<p><b>ADJOURNED</b></p>	<p><b>28</b></p>
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**FINANCE COMMITTEE  
CITY HALL/ CITY COUNCIL CHAMBERS  
MONDAY, JUNE 17, 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, June 17, 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 Michael Harris  
Councilor Carol Romero-Wirth

**MEMBERS ABSENT**

**OTHERS PRESENT**

Mary McCoy, Finance Department Director  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

Ms. McCoy said she would like to remove Item OO from the agenda. Also there is a technical change to item A. The amount on the agenda should be \$930,694.98. The change is due to a compensation change.

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

**VOTE** The motion was approved unanimously by voice vote.

**4. APPROVAL OF CONSENT AGENDA**

Chair Abeyta pulled item A for Councilor Rivera for discussion.

Councilor Lindell pulled item Q for discussion.

Councilor Harris pulled items G, M, Q, R, U, LL, NN and PP for discussion.

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

**VOTE** The motion passed unanimously by voice vote.

## **5. APPROVAL OF MINUTES**

### **A. REGULAR FINANCE COMMITTEE MEETING MINUTES - JUNE 3, 2019**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Harris, to approve the regular Finance Committee minutes from June 3, 2019.

**VOTE** The motion passed unanimously by voice vote.

### **B. SPECIAL FINANCE COMMITTEE BUDGET HEARINGS - APRIL 30, 2019**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the Special Finance Committee Budget Hearings minutes from April 30, 2019.

**VOTE.** The motion passed unanimously by voice vote.

### **C. SPECIAL FINANCE COMMITTEE MEETING BUDGET HEARINGS - MAY 1, 2019**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the Special Finance Committee Budget Hearings minutes from May 1, 2019.

**VOTE** The motion passed unanimously by voice vote.

### **D. SPECIAL FINANCE COMMITTEE MEETING BUDGET HEARINGS -**

**MAY 6, 2019.**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the Special Finance Committee Budget Hearings from May 6, 2019.

**VOTE** The motion passed unanimously by voice vote.

**E. REGULAR FINANCE COMMITTEE MEETING - MAY 20, 2019**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the Regular Finance Committee minutes from May 20, 2019.

**VOTE** The motion passed unanimously by voice vote.

**6. CONSENT AGENDA**

**A. REQUEST FOR APPROVAL OF AMENDMENT 7 TO PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$939,224.96 PLUS APPLICABLE GROSS RECEIPTS TAX FOR PROFESSIONAL SECURITY SERVICES; UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVICES. David Silver/Eric Litzenberg, City Manager**

Councilor Rivera said before Mr. Silver left he sent out an email that included answers to the questions and information asked for by the Committee. He does not see that memo in the packet. It looks like they are asking for 3% increase. His email said they agreed to 2%.

Mr. Litzenberg said he apologizes if the right information is not in packet. The intent was a correction from 3% to 2%.

Councilor Rivera said other Councilors asked for information that was in the email, but that is not in the packet. He doesn't know if everyone is okay with that.

Councilor Romero-Wirth said she never saw the email.

Mr. Litzenberg said it was sent to all members of the Committee on June 11<sup>th</sup> from David Silver.

Councilor Rivera said he is not one hundred percent in favor of funding cost of living increases for a company we contract with. In light of this agreement he is okay

with it , but did not like the undertone brought by this company and City staff. It felt like they thought they were holding us over a barrel without any way to look beyond what was in front of us. Let this company know we have let go of a security company before and we managed to get through it. He does not appreciate the undertone. 2% is in line with what we gave City employees. For the most part they are doing a decent job.

Councilor Harris said his question has to do with no security coverage for City Hall. He asked who made that decision and the answer was City Management. The City Manager and the Mayor. He would like to hear your defense of why we have no security at City Hall.

Mr. Litzenberg said he believes in security for all our employees. He would like to have a level of security here. The design of City Hall makes it harder. The person doing the work here was a fine individual, but did not provide our employees with any greater security than we can do ourselves with our employees.

Councilor Harris said he wonders why he was there and did not provide any security. That was the lowest level. We have not thought about what we might do that enhances security. We just eliminated it. He talked to people who work here at City Hall and they seem to be accepting of the situation. Doors are locked during the day. He thinks it is something that needs to be thought through. It is incumbent on you and the Mayor to come forward with a proposal for this.

Councilor Romero-Wirth said she does not see security here. She sees it at the Airport. Her only experience is what she saw at City Hall which was not security at any level. She is okay that we let go of that person, but she agrees with Councilor Harris that we need to look at doing something better. Do we have what we had in City Hall in this contract.

Mr. Litzenberg said every facility has a different level of security. This, he thinks, was the only one with the lowest level. He can get that for you from Public Works.

Councilor Romero-Wirth said so someone sitting at desk paying no attention is something we would have paid for.

Ms. Wheeler said she doesn't know of all the places. She does know at the Midtown Campus there are patrols. With the patrols we are reducing the number of homeless and the violence on our property there. The other place she knows of is the Airport. This fulfills a TSA requirement to have security on site. It works well. They are helpful to our passengers.

Councilor Romero-Wirth said that is good to know. What we saw here we should not be paying for anywhere. It was not security. She worries about the Midtown Campus. There are so few people there.

**MOTION** A motion was made by Councilor Rivera, seconded by Councilor Lindell, to approve the request with the caveat that all the information sent out will be included in the packet moving forward.

**VOTE** The motion passed unanimously by voice vote.

- B. REQUEST FOR APPROVAL OF SANTA FE REGIONAL JUVENILE JUSTICE BOARD FUNDING RECOMMENDATIONS IN THE TOTAL AMOUNT OF \$197,580 FOR ALTERNATIVES TO DETENTION PROGRAMS; VARIOUS LOCAL NON-PROFIT ORGANIZATIONS. Julie Sanchez**

Approved on consent.

- C. REQUEST FOR THE APPROVAL OF AMENDMENT NO. 1 TO EXTEND THE TERM AND INCREASE COMPENSATION OF THE ADMINISTRATIVE SERVICES AGREEMENT #15-0757 IN THE TOTAL AMOUNT OF \$113,706 FOR CITY OF SANTA FE EMPLOYER SPONSORED HEALTH AND LIFE INSURANCE BENEFITS; CIGNA HEALTH AND LIFE INSURANCE COMPANY. Bernadette Salazar**

Approved on consent.

- D. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 TO THE ORIGINAL CONSTRUCTION AGREEMENT 19-0117 FOR THE PRV REPLACEMENT PROJECT - CIP# 3053a FOR FY 19/20 IN THE AMOUNT OF \$250,000 EXCLUSIVE OF NMGR; A.A.C. CONSTRUCTION, LLC. Bill Huey**

Approved on consent.

- E. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 2 TO THE ORIGINAL CONTRACT NO. 17-0823 WITH SUB SURFACE CONTRACTING, INC. FOR FY 19/20 CITY WIDE WATER UTILITY CONSTRUCTION AND REPAIR - CIP #953 IN THE AMOUNT OF \$542,187.50 INCLUSIVE OF NMGR. Bill Huey**

Approved on consent.

- F. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 IN THE TOTAL AMOUNT OF \$95,360 FOR DWI REHABILITATION SCHOOL INSTRUCTION SERVICES, RENTAL AND VALIDATION FEES;**

**KATHLEEN LAWICKI DBA SANTA FE DWI SCHOOL LLC AND NM  
TRAFFIC SAFETY BUREAU. Chief Andrew Padilla**

Approved on consent.

**G. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO  
PROFESSIONAL SERVICES AGREEMENT FOR STORMWATER  
MANAGEMENT EDUCATIONAL PUBLIC OUTREACH VIA THE UTILITY  
BILL INSERTS IN THE AMOUNT OF \$20,000 EXCLUSIVE OF NMGR;  
VALLI INFORMATION SYSTEMS, INC. DBA POSTAL PROS  
SOUTHWEST. Melessia McDonald/Dave Pike**

Councilor Harris said he has no problem with the amendment, but he needs to be reminded what Valli does.

Mr. Pike said they do the insert that is part of our educational outreach program.

Councilor Harris asked Ms. McCoy what the contract covers.

Ms. McCoy said Director Wheeler is here for the specifics.

Ms. Wheeler said this is a Utility Billing Contract. They do recycling information and water conservation. She is not familiar with this specific contract.

Councilor Harris asked so they print.

Ms. Wheeler said yes.

Ms. McCoy said we will get the questions answered and back to you.

Chair Abeyta asked Councilor Harris if he wanted to postpone this.

Councilor Harris said no.

**MOTION** A motion was made by Councilor Harris to approve the request.

Councilor Romero-Wirth asked what education exactly are they doing regarding permit requirements.

Chair Abeyta said we will need that information for the Governing Body.

**SECOND** Councilor Romero-Wirth seconded Councilor Harris' motion.

**VOTE** The motion passed unanimously by voice vote.

- H. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE ORIGINAL PROFESSIONAL SERVICES AGREEMENT WITH GREAT WESTERN ELECTRICAL, INC. FOR A TIME EXTENSION THROUGH AUGUST 31, 2019 FOR THE NICHOLS/MCCLURE RESERVOIR ELECTRICAL AND SECURITY IMPROVEMENT. Alex Gamino**

Approved on consent.

- I. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH PUBLIC SERVICE COMPANY OF NEW MEXICO FOR A TIME EXTENSION THROUGH AUGUST 31, 2019 FOR THE NICHOLS TO MCCLURE RESERVOIR UTILITY EXTENSION PROJECT. Alex Gamino**

Approved on consent.

- J. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH INTRA WORKS FOR SECURITY SYSTEM MAINTENANCE ON-CALL SERVICES FOR FY 19/20 IN THE AMOUNT OF \$21,867.50 INCLUSIVE OF NMGR. Alex Gamino**

Approved on consent.

- K. REQUEST FOR APPROVAL OF AMENDMENT NO. 7 TO THE AGREEMENT 10-1034 WITH XCELL TOWERS, LLC FOR FY 19/20 FOR THE LEASE LOCATED AT TESUQUE PEAK SITE IN THE AMOUNT OF \$9,582.14, EXCLUSIVE OF NMGR. Alex Gamino**

Approved on consent.

- L. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MOLZEN CORBIN & ASSOCIATES FOR A TIME EXTENSION THROUGH OCTOBER 18, 2019 FOR ENGINEERING SERVICES RELATED TO THE DESIGN OF EROSION AND DRAINAGE CONTROL MEASURES ON THE BUCKMAN PIPELINE RIGHT OF WAY (ROW). Kristin Johansen.**

Approved on consent.

- M. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH THE SANTA FE**



**WATERSHED ASSOCIATION FOR SF MUNICIPAL WATERSHED  
PROGRAM COMMUNITY EDUCATION AND OUTREACH IN THE  
AMOUNT OF \$31,000 EXCLUSIVE OF NMGRT. Christine Chavez**

Councilor Harris said his question about M and N are the same. How are we avoiding duplication of services here.

Ms. Chavez said the Watershed Association is doing school outreach as part of a program we currently have, the Passport Program.

Councilor Lindell asked why does this not come through the contracts we let out through Community Services.

Ms. Chavez said this is specifically being paid out of our Water Conservation budget.

Councilor Lindell said she would like you to speak with Ms. Ochoa and get back to her on why this would not go through the grant process with her.

Ms. Chavez said she will follow up with that.

Councilor Lindell said she wants to make sure it is let out on equal footing.

Ms. Chavez said we did go out to RFP for this to align with our Passport Program. Watershed has a program for that.

**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.

**N. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO  
PROFESSIONAL SERVICES AGREEMENT WITH PK PUBLIC  
RELATIONS FOR PUBLIC RELATIONS SERVICES FOR THE WATER  
DIVISION FOR FY 19/20 IN THE AMOUNT OF \$80,000 EXCLUSIVE OF  
NMGRT. Christine Chavez**

Approved on consent.

**O. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE  
PROFESSIONAL SERVICES AGREEMENT WITH POLYDYNE, INC.  
FOR POLYMER FOR FY 19/20 IN THE AMOUNT OF \$50,000. Aaron  
Rand**

Approved on consent.

- P. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE CONTRACT 18-1029 WITH UNIVAR USA, INC. FOR HI-GRADE EVAPORATED SALT FOR FY 19/20 IN THE AMOUNT OF \$57,000.**  
**Aaron Rand**

Approved on consent.

- Q. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT WITH HDR ENGINEERING, INC. FOR THE WASTEWATER TREATMENT PLANT ANAEROBIC DIGESTERS PROJECT - CIP #950 FOR \$223,285, EXCLUSIVE OF NMGR AND A TIME EXTENSION. Alan MacGregor**

Councilor Lindell said she read the reasons why the contract is increasing. It does not seem like all that should fall on the City. Things were held up. This is a \$14 million project we just let out and already we are into amendments on it. They are expensive. She is concerned about the future of this and that there will be a lot of expensive amendments. She is very cautionary about this. Are these all on us. Is all the cost on the City.

Mr. MacGregor said there are a number of things in here that are a result of going to packaged pieces of equipment. With those we can only design it so far. There have been a number of changes between the design contract and the construction bid. Some of these pieces of equipment have a very long delivery time. We did anticipate completion of the construction by August this year so the extension is there. It builds on that. The contractor is there longer and the equipment is slightly different and more detailed now. Now we have the exact specs for the equipment. The schedule has been extended and that takes with it the prices. This is the largest project Wastewater has done since the original plant in 1981.

Councilor Lindell said we are barely into this and already we have an amendment for over \$200,000. When we passed a \$14 million budget on this, not that long ago, no one said this was not designed and ready to go. There is a lack of clarity on the design and engineering of these things. She is deeply worried that she will see more amendments on this in the future.

Mr. MacGregor said he hopes there are none. As we go through construction we may find some things not covered in the design or certain conditions could develop. Some changes are a result of taking advantage of doing future CIP projects now during this process.

Councilor Lindell asked who is responsible for the design on this.

Mr. MacGregor said the design was done by HDR. This amendment is for them. The main change was to add the CoGen equipment which was bid as a possible add on. This allows us to reach our sustainability goals.

Councilor Lindell said these changes are so close to when we just approved this and the amount makes her very uncomfortable as to where this project is going to go. She is suspicious about the company that designed this and in a very short time comes back and says we need to change this. Why didn't they know that when we approved this a few months ago.

Councilor Harris said what we recently approved was how to finance the project. The original contract was approved in 2015. The problem he has is the lack of detail in the breakdown. He would expect far more detail in terms of man hours. The original PSA has that and that is what they should present. On the certificate of liability insurance, in 2016, had that attached. This one attached now does not have professional liability. We need to make sure that is included. Also the funding source. At this point, since this has gone on for a long time and there are substantial changes, he thinks we should see the original budget and where new money was brought in. Are you saying in your memo that the contingency balance we have will cover this.

Mr. MacGregor said yes it will. The contingency is \$1.4 million. So far we have expended this and the filter press from that. We still have about \$500,000 left.

Councilor Harris said he would like to see that breakdown as well. HDR needs to defend their contention.

Mr. MacGregor said we do have the details.

Councilor Harris said get it to us. We want to see that.

Mr. MacGregor said certainly. He will check the professional insurance.

**MOTION** A motion was made by Councilor Harris, seconded by Councilor Rivera, to approve the request with the caveat that the requested information be delivered for the Governing Body meeting.

**VOTE** The motion passed by a vote of 4 yes and 1 abstention. The abstention was Councilor Lindell.

**R. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT BY AND BETWEEN THE CITY OF SANTA FE AND**

**VERIZON WIRELESS (VAW) LLC BEARING ITEM NO. 18-1096 TO  
ALLOW FOR CONTINUED USE OF EXISTING UTILITY HOOKUP AND  
COMPENSATION FOR SUCH USE AT 201 W. MARCY STREET.  
Edward Lujan/Amy McKinzie, Verizon Wireless Agent**

Councilor Harris said what he remembered was a different solution. There were to be grills on the face of the tower on four sides.

Ms. McKinzie said that was never the intention. At the elevator shaft on the Convention Center we carved out a section of the stucco, put the antenna in and covered it. It is two sides of the shaft. You might be thinking about the Sandoval garage.

Councilor Harris said this is good reminder. The current package does not show what you are proposing. Did this get approved at the H Board.

Ms. McKinzie said yes.

Councilor Harris said Ms. Wheeler sent him some information. The details we have now are the platform and railings.

Ms. McKinzie said you will not see anything above the parapet. It will look like it did before we came out with the temporary site, with the exception of the cut outs. We are using the same stucco and color.

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

Councilor Romero-Wirth said there is something in here about a meter. Is that still happening.

Ms. McKinzie said that is the purpose of the amendments. When Verizon planned this plan it was to be a separate meter that PNM would install for us. PNM surprised us with a bill for \$300,000 to do that. That was completely cost prohibitive. The temporary solution has been to use house power. City power that we pay for. We asked the City to permit us to continue that and we reimburse them on a monthly basis as we have been doing. The City required that we put in a submeter so we have checks and balances. That is what we will have.

Councilor Romero-Wirth said that does not effect our power needs at the City.

Ms. McKinzie said no, we have been using that power for over a year now.

Councilor Rivera said this was done under an emergency declaration because

people were not able to get out to 911. How do we know that has improved.

Ms. McKinzie said we have had quite a bit of improvement with the temporary installation. We now have a permanent lease from the City for the site we have now. We have seen increased capacity, performance and 911 service to the City.

Councilor Rivera asked are there still dead spots.

Ms. McKinzie said sure. There are still improvements to be done within the City. We have five macro sites we are looking at doing in the City over the next few months and small cell improvements. These are the latest steps to improve the City, but there are more to go.

**VOTE**        The motion was passed unanimously by voice vote.

**S.        REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO  
PROFESSIONAL SERVICES CONTRACT FOR EXTENSION OF TERM;  
SANTA FE HOUSING TRUST-SOLERAS STATION. Jacqueline Beam**

Approved on consent.

**T.        REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICE AGREEMENT WITH WILSON AND  
COMPANY TO INCREASE COMPENSATION \$47,909.39 PLUS  
APPLICABLE GROSS RECEIPTS TAXES TO PROVIDE DESIGN  
SERVICES FOR THE GUADALUPE/NORTH PASEO DE PERALTA  
INTERSECTION. Sarah Anderson**

Approved on consent.

**U        REQUEST FOR AMENDMENT NO. 2 TO THE AMENDED AND  
RESTATED GROUND LEASE BETWEEN THE CITY OF SANTA FE,  
THE SANTA FE RAILYARD COMMUNITY CORPORATION, WPOI III,  
LLC (500 MARKET, LLC) FOR THE MARKET STATION PROPERTY.  
Kevin Kellogg/Jennifer Jenkins**

**1)        REQUEST FOR APPROVAL OF THE FIRST AMENDMENT TO  
THE MARKET STATION CONDOMINIUM DECLARATION  
BETWEEN THE CITY OF SANTA FE, SANTA FE RAILYARD  
COMMUNITY CORPORATION, AND WPOI III, LLC (500  
MARKET, LLC).**

Mr. Kellogg said he has Assistant City Attorney Salazar here today as well.

Mr. Kellogg said this is for one particular tenant in one particular space. The amendment is specific to that and the products they make.

Councilor Harris said this was a good packet. It seems to be good piece of work in terms of legal documents. It talks about the manufacturing of spirits, but he did read that it is specific to one particular spirit and working with members of the Farmers Market, on some level of collaboration with farmers, that provide one ingredient or another. He would hate to see a distillery start to ratchet up in that location.

Jennifer Jenkins, proposed owner of Market Station, said Wayward Sons has a primary distillery already. This is their licensed tasting room. The license was approved by the State and has not gone through the City process yet. This will be a small demonstration still. It is smaller than this podium and will be sitting in the window. It is for educational purposes for people who are interested in how this process works. They make the Farmers Market Gin.

Councilor Harris said talk about what the future holds for Market Station.

Ms. Jenkins said she is excited to report that Market Station is now under holding with an investment group. A lot of the tenants they brought forward for approval before were not what the site was intended for. This group is more in line with the purpose. We have now a local investment group who understands this community. We are looking at three new restaurants, working with Wayward Sons and others. It is finally going to become what it was needed to be. It is long overdue.

Councilor Harris said he is pleased to see the transaction. He wishes it was for the whole building. That is a longer discussion.

Councilor Romero-Wirth asked does this fit into an overall plan for the Railyard. Are we clear how many restaurants we are putting in or is this just specific to one building.

Mr. Kellogg said this particular item is for one particular tenant. This is not a new approach or change to the Master Plan. This round of tenants coming in have been vetted and brought forward by the new owners to be.

Councilor Romero-Wirth said this is just one element.

Mr. Kellogg said yes. This is consistent with the intention of the Master Plan.

Ms. Jenkins said each of the buildings within the Railyard Master Plan have certain permissible uses intended for them. When we take plans to the Board we make sure they are consistent with what the Master Plan proposed. If we wanted something outside of that we would come to the Governing Body to change the Master Plan. These tenants have been approved by the Board.

Councilor Rivera said the company, Wayward Sons, still has to go through the City process before they can sell spirits 300 feet from a school.

Ms. Jenkins said the same liquor license for the tasting room, once they close on the building, will follow the City procedure. The New Mexico School for the Arts and the small campus Farm School are the schools we are aware of. We have spoke to them and will ask for waivers.

Councilor Rivera asked so you are requesting waivers.

Ms. Jenkins said yes. We will be communicating directly with those institutions.

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

**VOTE** The motion passed unanimously by voice vote.

- V. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 OF ADDENDUM #16-0903 OF GSA CONTRACT IN THE AMOUNT OF \$109,700.30 EXCLUDING NMGR T FOR TIME AND ATTENDANCE SOFTWARE SUBSCRIPTIONS TO EXTEND THE TERM (1) ONE YEAR; IMMIX TECHNOLOGY, INC. Juan Baca**

Approved on consent.

- W. REQUEST FOR APPROVAL TO CONTINUE PROCUREMENT CONTRACTS UNDER RFB '18/2/B FOR THIRTY (30) PROFESSIONAL SERVICE AGREEMENTS FOR SUPPLIES, PARTS, TOWING AND SERVICES. THESE ARE FOUR (4) YEAR CONTRACTS AND WILL EXPIRE ON DECEMBER30, 2021. THE REMAINING AVAILABLE FUNDING IS \$8,091,700. Lawrence Garcia**

- 1) REQUEST FOR APPROVAL TO SPEND OVER \$60,000 WITHIN FY 18/19 AND FY 19/20.**
- 2) REQUEST FOR APPROVAL TO ALLOW THE ENTIRE CITY OF SANTA FE TO UTILIZE THIS PROCUREMENT SOURCE.**
- 3). REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO CONTRACT 18-0292 FOR CHANGE OF OWNERSHIP VIA AN ACQUISITION FROM DRIVE TRAIN INDUSTRIES TO INLAND TRUCK PARTS AND SERVICE. FUNDING AMOUNT AND**

**SCOPE OF WORK WILL REMAIN THE SAME**

Approved on consent.

- X. REQUEST FOR APPROVAL OF A SERVICE AGREEMENT WITH GREAT WESTERN ELECTRIC, INC. FOR ON-CALL ELECTRICAL SERVICES FOR THE WATER DIVISION SOURCE OF SUPPLY FACILITIES AND THE WASTEWATER TREATMENT PLANT FACILITIES FOR FOUR (4) YEARS FOR THE TOTAL AMOUNT OF \$160,000 EXCLUSIVE OF NMGR. Kenneth Espinoza**

Approved on consent.

- Y. REQUEST FOR APPROVAL OF GRANT AWARD AND AGREEMENT IN THE TOTAL AMOUNT OF \$304,000 FOR DIVISION OF SENIOR SERVICES' FOSTER GRANDPARENT PROGRAM, RETIRED SENIOR VOLUNTEER PROGRAM AND THE SENIOR VOLUNTEER PROGRAM; STATE OF NEW MEXICO AGING AND LONG TERM SERVICES DEPARTMENT. Melanie Montoya**

Approved on consent.

- Z. REQUEST FOR APPROVAL OF A LEASE IN THE TOTAL AMOUNT OF \$80,640 FOR OFFICE SPACE AT THE SF ANIMAL SHELTER. Robert Vasquez**

Approved on consent.

- AA. REQUEST FOR APPROVAL OF A LEASE IN THE TOTAL AMOUNT OF \$73,620 FOR OFFICE SPACE AT SOLACE. Robert Vasquez**

Approved on consent.

- BB. REQUEST FOR THE APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$285,120 FOR THE DOMESTIC VIOLENCE AND SEXUAL ASSAULT COORDINATOR THROUGH SOLACE. Robert Vasquez**

Approval on consent.

- CC. REQUEST FOR APPROVAL OF AN AGREEMENT BETWEEN SF COUNTY AND SUB-RECIPIENT OF THE REGION III HIGH INTENSITY DRUG TRAFFICKING AREAS (HIDTA) FUNDING IN THE AMOUNT UP**



**TO \$18,400 FOR REIMBURSEMENT OF OVERTIME FOR ONE SFPD DETECTIVE. Chief Andrew Padilla**

Approved on consent.

**DD. REQUEST FOR APPROVAL OF TWO (2) PROFESSIONAL SERVICES AGREEMENTS IN THE TOTAL AMOUNT OF \$300,000 TO PROVIDE HOMEBUYER/HOMEOWNER COUNSELING SERVICES, ASSIST THE CITY IN THE IMPLEMENTATION OF THE SANTA FE HOMES PROGRAM (SFHP) AND PROVIDE SUPPORT TO THE CITY FOR ITS AFFORDABLE HOUSING POLICIES. Alexandra Ladd**

Approved on consent.

**EE. REQUEST FOR THE APPROVAL OF A CONTRACT FOR CONSTRUCTION SERVICES USING NM STATE PRICE AGREEMENT #50-000-15-00072 FOR NEW ROOFING, USING GRT FUNDS APPROPRIATED BY THE CITY COUNCIL IN 2018 FOR WORK AT THE CITY OF SANTA FE'S CITY HALL BUILDING LOCATED AT 200 LINCOLN AVENUE WITH COMMERCIAL ROOFING, LLC FOR THE TOTAL AMOUNT OF \$112,832.65. Curt Temple**

Approved on consent.

**FF. REQUEST FOR THE APPROVAL OF A CONTRACT FOR CONSTRUCTION SERVICES USING NM STATE PRICE AGREEMENT #50-000-15-00072 FOR NEW ROOFING, USING GRT FUNDS APPROPRIATED BY THE CITY COUNCIL IN 2018 FOR WORK AT THE CITY OF SANTA FE'S MAIN LIBRARY LOCATED AT 145 WASHINGTON STREET WITH COMMERCIAL ROOFING, LLC FOR THE TOTAL AMOUNT OF \$150,712.81. Curt Temple**

Approved on consent.

**GG. REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT FOR THE RELOCATION OF THE TRACT O GAS LINE ON THE MIDTOWN CAMPUS IN THE AMOUNT OF \$82,593.59 INCLUSIVE OF NMGRIT WITH B & D INDUSTRIES, INC. Sam Burnett.**

Approved on consent.

**HH. REQUEST FOR APPROVAL TO USE COOPERATIVE EDUCATIONAL SERVICES (CES) CONTRACT WITH WILSON & COMPANY FOR**

**ENGINEERING DESIGN SERVICES IN THE AMOUNT OF \$73,990  
EXCLUSIVE OF NMGR. Sarah Anderson**

Approved on consent.

**II. PROJECT: CAMINO ENTRADA (EAST-WEST) CAMINO ENTRADA  
(NORTH-SOUTH) ROUNDABOUT**

- **REQUEST FOR APPROVAL TO USE COOPERATIVE  
EDUCATIONAL SERVICES IN THE AMOUNT OF \$221,738.70,  
EXCLUSIVE OF NMGR FOR TRAFFIC IMPROVEMENTS  
RELATED TO THE SOUTHSIDE TRANSIT CENTER**
- **REQUEST FOR APPROVAL OF BUDGET AMENDMENT  
RESOLUTION (BAR) TO ALLOCATE FUNDS IN THE AMOUNT  
OF \$241,000 FOR DESIGN OF THE ROUNDABOUT.  
Sarah Anderson**

Approved on consent.

**JJ. REQUEST FOR APPROVAL OF A MEMORANDUM OF  
UNDERSTANDING BETWEEN THE CITY OF SANTA FE AND SANTA  
FE CIVIC HOUSING AUTHORITY (SFCHA) IN THE AMOUNT OF  
\$80,900 FOR SFCHA AS PROJECT MANAGER FOR THE BALANCE  
OF THE GENERAL OBLIGATION BOND, PROJECT A16-5093.  
Gino Rinaldi**

Approved on consent.

**KK. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES  
AGREEMENT (PSA) WITH CROWDRIFT INC. DBA CROWDRIFT FOR  
PROPRIETARY VISUAL MARKETING PLATFORM IN THE AMOUNT  
OF \$83,200 FOR FOUR YEARS. Randy Randall**

Approved on consent.

**LL. REQUEST FOR APPROVAL OF AGREEMENT FOR VALET PARKING  
ON WASHINGTON AVENUE - HOTEL CHIMAYO DE SANTA FE.  
Noel Correia**

Councilor Harris said he wonders should this type of arrangement carry a premium for those spaces.

Mr. Correia said we do have a curb permit any company can get, but for \$135.20 a month. This is the first year of these requests. Probably we will come back to the Governing Body to change the rates for a 24 hours, 7 days a week reservation before the first year ends.

Councilor Harris asked you do think it is appropriate and it is in process of analysis for changing the rate to a premium. It will not be public parking.

Mr. Correia said correct.

Councilor Harris said they charge a premium rate for rooms and valet parking. Will the contracts here be amended.

Mr. Correia said correct. We have language that will allow us to amend the existing terms in the contracts.

Councilor Harris asked is it capped.

Mr. Correia said no.

Councilor Lindell said along those lines, she is uncomfortable giving up our parking spaces full time to anybody. People get very frustrated to find parking downtown. She agrees with Councilor Harris that the convenience of having a space all the time is something there should be a premium for. Do we have plans to change that.

Mr. Correia said yes. This first year we will go with what we have currently, but before this first year ends we will come back to the Governing Body and change those rates. We are not realizing a loss of spaces. These were loading zones close to the hotel entrances.

Councilor Lindell asked would this premium be put on all valet parking situations including Water Street.

Mr. Correia said we could, but if we do that it could impact the others. There is reserved parking in all three garages. That is something he will take up with the City Attorney's Office.

Councilor Lindell said she appreciates that. She would like to see a program to put a premium on. She would not support this without that.

Councilor Rivera asked how did the \$131.25 come about.

Mr. Correia said the \$131.25 was raised from what it was in 2016 which was \$68.00 a month. It was very low. We doubled the amount. As years go by we will look at all the rates.

Councilor Rivera asked when Councilor Harris talked about premiums does that mean the hotel will have to pay the same amount as anyone parking.

Mr. Correia said parking on street is different from off street. We consider on street as premium spaces. It makes sense to charge a premium for on street parking by the door.

Councilor Rivera asked does the contract allow for changes in rates.

Mr. Correia said definitely and the number of spaces as well.

Councilor Rivera said on page 1 of your memo the request is for approval of Chimayo, but it refers to La Fonda in the action.

Mr. Correia said that is a typo. We will fix that.

Councilor Romero-Wirth asked are the hotels aware that you are thinking about raising the rates with a premium.

Mr. Correia said it has been discussed with the General Manager of each hotel the fact that this first year rate is subject to change at the City's discretion. It was not specific.

Councilor Romero-Wirth said you just told us you will be coming forward with premium for parking for valet. You don't know what the Governing Body will do, but it seems like they should know, but maybe not.

Councilor Lindell said they are getting a terrific deal. It is an astoundingly good deal for the hotels. She hopes we see the proposal for new fees sooner than later. They are getting a year of a very good deal. She would like to see dramatic changes.

Mr. Correia said we want to make sure the rate we come up with is value based and not to force them to get out of valet parking. The demand is there and growing. Now it is our turn to say this service will cost you more. We will come up with a justifiable and fair rate.

Councilor Harris said on page 2 of the agreement about rates changes it tells him this can be done by amendment. We can also stop them from using it with 30 days notice. He is okay with this agreement. It gives us latitude to do it.

**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.

**MM. REQUEST FOR APPROVAL OF AGREEMENT FOR VALET PARKING  
ON DON GASPAR AVENUE - HOTEL ST. FRANCIS.  
Noel Correia**

Approved on consent.

**NN. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING AND  
APPROVING SUBMISSION OF A COMPLETED APPLICATION FOR  
FINANCIAL ASSISTANCE AND PARKING FACILITIES EQUIPMENT  
PROJECT APPROVAL TO THE NEW MEXICO FINANCE AUTHORITY.  
Regina Wheeler/Noel Correia**

Councilor Harris asked have we selected a vendor on this.

Ms. Wheeler said yes we have. An RFP was released in September and we have selected a vendor.

Councilor Harris said he did not see that. Who is it.

Mr. Correia said Mountain Parking Equipment.

Councilor Harris asked what is the contract amount.

Mr. Correia said \$1.3 million with a 12.5% contingency.

Councilor Harris asked when we go to the Finance Authority what kind of terms do you think we will get.

Ms. McCoy said the term is eight years and the rate is to be determined at a later date by NMFA.

Councilor Harris asked on a transaction such as this are there other transaction costs.

Ms. McCoy said yes everything is included here that was applicable to the refinancing we did. Midtown was very similar.

Councilor Harris asked are these fixed costs. Are there any points associated with a transaction such as this.

Ms. McCoy said yes we can give you a breakdown of the terms. This will go on Wednesday to the NMFA Board. We can provide more details at the Public Works meeting and at the Governing Body meeting next week.

Councilor Harris said great, he would like to see that.

Councilor Romero-Wirth asked are we approving this contract at the next City Council meeting.

Ms. McCoy said we are approving the application to the NMFA to receive a loan of \$1.5 million. We will have to have the loan approved by NMFA after that.

Councilor Romero-Wirth asked we get the loan and then you come forward with a contract, but you have already selected the vendor.

Ms. Wheeler said last September was the process. The contract has been on the agenda a number of times.

Councilor Romero-Wirth said thank you. She has a constituent who is interest in this. We don't have the financing documents, so when are we going to see those.

Ms. McCoy said this is just the approval of the application. Financing has to be in place before the contract can be approved. NMFA is looking at approval next Thursday. The Governing Body will consider this on the 26<sup>th</sup>, then it goes to the NMFA Board for approval on Thursday. After that there will be a series of closing documents then we will bring the contract forward to the Governing Body for final approval.

Councilor Romero-Wirth said in the memo you said this will be paid off in eight years. Also there is a two year warranty on the system and additional fees for an extended warranty. Do we have any sense of the cost of that.

Mr. Correia said we have negotiated what the annual fee will be. Roughly about \$74,000 a year for the extended warranty.

Councilor Romero-Wirth said so the first two years are free then we will have to look at increased costs.

Mr. Correia said correct.

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

**VOTE** The motion passed unanimously by voice vote.

**OO. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING  
VARIOUS SECTIONS OF CHAPTER 14, THE LAND DEVELOPMENT  
CODE, TO REPEAL THE SUMMARY COMMITTEE, A SUBCOMMITTEE  
OF THE PLANNING COMMISSION, REPEAL OBSOLETE**

**REFERENCES TO THE BUSINESS CAPITAL DISTRICT  
DEVELOPMENT REVIEW COMMITTEE, AND MAKE SUCH OTHER  
CHANGES AS ARE NECESSARY TO PROVIDE CONSISTENCY.**

**Noah Berke**

This item was pulled from the agenda.

**PP. REQUEST FOR APPROVAL OF A RESOLUTION ADOPTING THE CITY  
OF SANTA FE FISCAL YEAR 2019/2020 CAPITAL BUDGET.**

**Regina Wheeler**

Councilor Harris said he did not get a chance to look at this packet.

Ms. Wheeler said we provided it on Granicus.

Councilor Harris said there are still a couple of corrections. He will let you know what they are. They are district numbers. This listing, it is the State's job to review and formally approve this.

Ms. McCoy said correct. Similar to our operating budget.

Councilor Harris asked do they look at this closely and at the funding sources or ask questions.

Ms. McCoy said there is an entire division that reviews these. The local Government Division. They are more concerned about sources of funding.

Councilor Harris said he has been concerned that we have the staff to carry this out. We are headed that way.

Councilor Harris asked they are really looking at where the money is coming from.

Ms. McCoy said that is correct.

Councilor Harris said Ms. Wheeler is always responsive and he always appreciates that. He also raised a question if the C and G project should be on the list. Ms. Wheeler said it is not a City funded project and that the developer is fronting the cost and we pay them overtime. Should it be on the list.

Ms. McCoy said that is an operating contract so it is not on the capital list. We are paying for it over eight years out of the operating budget. It is not a capital funding source.

Councilor Harris asked where is the greenhouse for El Mirador.

Ms. Wheeler said we have not exactly decided where it is going. We have the idea that we can help by building a greenhouse on a City Park. We do not have a location yet.

Councilor Harris said he looks forward to seeing a series of green houses if this is successful.

Councilor Lindell said on page 4 of the list why is there a project called Participatory Budgeting Project.

Ms. McCoy said this was a project approved mid year. It is specifically for youth and is housed within Community Services. It is specific to capital funding. Youth will go through the process and vote on projects to be funded out of the \$15,000 allocated for this project. We are introducing participatory budgeting into our community.

Councilor Romero-Wirth said we did approve this in Finance and at the Governing Body.

Ms. McCoy said yes, in January.

Councilor Rivera said before you came on board there were always projects at the last minute. All we had to do with them was email them to the Public Works Director to put them on the list. What is your process.

Ms. Wheeler said that list is distinct from this list. This list is already funded. That is the long range list. Two Councilors have to submit a request for an item. Once we have the draft list we will sit down with two Councilors at a time, by District, and take your additions at that time. We will add that to the list at that point then we will go through the process of prioritizing the ICIP list.

Councilor Rivera asked so if something came up tomorrow you need an email from two Councilors for it.

Ms. Wheeler said no, not yet. We are in the informal phase still.

Councilor Romero-Wirth asked when do you bring the five year plan forward.

Ms. Wheeler said it will be at least 40 days. The process is in the memo in the packet.

Councilor Harris asked how are we set up to do status reports and who handles that.



Ms. McCoy said our Accounting Division is charged with tracking the expenses to ensure they are capital expenses. In addition to that the new system we are rolling out is called Project Ledger. A new fund used to be created every time we had to track a segregated fund. That will go away with new system. We will implement Project Ledger with job costs.

Councilor Harris said that is great.

Councilor Harris asked you can run any number of reports with that, is that true.

Ms. McCoy said we are developing reports now. There is a series of canned reports, but we are developing additional reports specific to our purposes in the City. It is set to go live on July 1<sup>st</sup>. There are additional modules we will be implementing in the future. Project Ledger is in configuration. July 1<sup>st</sup> we will use it at BDD then go from there to other City Departments.

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

**VOTE** The motion passed unanimously by voice vote.

## **7. ACTION**

### **REQUEST FOR DISCUSSION AND APPROVAL OF RENEWAL FOR FISCAL YEAR 2019/2020 COMPREHENSIVE INSURANCE PROGRAM COVERAGES FOR THE CITY OF SANTA FE IN THE TOTAL AMOUNT OF \$2,940,124.26 FOR ANNUAL INSURANCE PREMIUMS RFP # 12/19/P; AJ GALLAGHER. Barbara Boltrek**

Ms. Boltrek, Risk Management, said this is the last year of an eight year contract. Our consultant, AJ Gallagher, came to us this year with a recommendation for some changes. We met with Mary and have asked our broker, Nasreen Kopecky, to come in and explain our information.

Ms. Kopecky reviewed her presentation. Her presentation is herewith attached to these minutes as Exhibit "1".

Councilor Harris asked what is the difference between deductible and retention.

Ms. Kopecky said you are taking on more of a risk. With retention you retain more control.

Councilor Harris said Police and Fire Fighters are at \$650,000. Using that, how

would retention work.

Ms. Kopecky said you are paying for the first \$650,000 of loss.

Councilor Harris said that is what he thought.

Councilor Romero-Wirth asked is there any way to know where these fit in on the loss stratification.

Ms. Kopecky said we did not break it out that way.

Councilor Romero-Wirth asked what is weed eater.

Ms. Boltrek said the Parks Department uses a lot of weed eaters. This is when a rock is kicked up and breaks the window on a vehicle.

Councilor Romero-Wirth asked in terms of vehicle accidents and policy activation, have we done any comparison if this is in the range of what other Police and jurisdictions have.

Ms. Kopecky said it is all over the place right now. Everyones legal system in their state is so different. Defense attorneys are preying on jurors. Votes are based on that.

Councilor Romero-Wirth asked what falls into street maintenance.

Ms. Boltrek said pot hole damage. An example is a street sweeper kicking up a rock. Due to the winter we had there were a lot of claims from pot holes.

Councilor Romero-Wirth asked do we look at deferred maintenance of our streets when you recommend our coverage needs.

Ms. Boltek said no. She doesn't think we want to base our insurance coverage on if we have bad roads. She thinks we want to fix the roads.

Councilor Romero-Wirth said that takes time. Are we making sure we are covered knowing that.

Ms. Boltrek said three claims under \$10,000 would be an extremely expensive premium to cover.

Councilor Rivera asked what is in struck object.

Ms. Boltrek said struck a pole, struck a sign.

Councilor Rivera asked that is not a vehicular accident.

Ms. Boltrek said no.

Councilor Rivera asked can some kind of education and training be done.

Ms. Kopecky said she is getting to that.

Councilor Rivera asked what is happening at Wastewater.

Ms. Boltrek said that is mostly sewage back ups in the City main. They are some of our most expensive losses.

Councilor Rivera said we have had 32 claims in three years.

Ms. Boltrek said yes.

Councilor Romero-Wirth asked is this part of the City Manger's safety assessment.

Ms. McCoy said yes, the Risk Management Implementation Plan is part of the initial City wide plan. These are the six items identified here for review and assessment. There is training as well. It is a multi part project. This first step is where Risk is involved. A Safety Officer will be hired into HR for additional planning and education.

Councilor Harris said he appreciates the report. He likes the idea that this report will be delivered to each Department so they can see the levels in their area. That is very important. Do we have that information from the past and does this information go into each Department.

Ms. Boltrek said we have done it in the past. It is labor intensive. We intend to do that this year. It is a priority.

Councilor Rivera said he agrees with that 100%. Each Department will not be happy with their figures in the report and will want to know what they need to do. Knowing the information helps them to find ways to get training and bring those figures down.

Ms. Boltrek said we do access back to the Department for every claim they have. It comes out of their budget.

Ms. McCoy said it is part of the assessment done by the Budget Office before the budget cycle.

Councilor Rivera said he has a problem with that. If you have high claims and

you manage to save money it does not come back to you in the form of money to spend.

Ms. McCoy said it would go back into their fund balance if none is spent on claims.

Councilor Harris said this was a very clear presentation.

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

**The motion was withdrawn.**

Chair Abeyta said the amount on the agenda is higher than in the packet.

Ms. Boltek said the packet is correct.

Councilor Rivera said you said this is the last year of this contract. Moving forward do we go to RFP again. Are you free to pick the same company.

Ms. Boltrek said we will go to RFP and will hire a consultant to help walk us through it. We do not have to switch companies, but will identify the best fit for the City.

Ms. Boltrek said we do need to amend that amount on the agenda. The proper amount should \$2,723,016.15. That is the correct amount.

Chair Abeyta asked why were we given the higher amount. Why is it different on the agenda.

Ms. Boltrek said we will have to research that.

Chair Abeyta said he is concerned that if we approve the lesser amount tonight and they we find out we needed the higher amount what happens.

Ms. McCoy said this goes to Public Works. We will research this and Barbara will get back to you in an email to confirm.

Chair Abeyta asked should we approve the larger amount and you can come back and reduce it.

Ms. Boltek said she would prefer that.

Ms. McCoy said all the packet information is in agreement with the lesser amount. The caption was submitted before the packet information was complete. She is comfortable with the \$2.7 number. If there is a revision we will bring this back and

explain it.

Chair Abeyta said before Finance we need to do that.

Ms. Kopecky said that is her responsibility.

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the request for the \$2.723 million.

Councilor Harris said we need to verify that for Public Works Committee.

**VOTE** The motion passed unanimously by voice vote.

## **8. MATTERS FROM STAFF**

Ms. McCoy said we are going to be scheduling each of you to see a demonstration of our new system and to ask questions.

Chair Abeyta asked it will be when we can make it.



Ms. McCoy said correct. It is valuable for you to see the system up and running before it goes live. We are doing full day training sessions for staff. Each staff member has access to online tutorials as well. Staff is embracing the experts and the system. After July 1<sup>st</sup> we are the experts and need to own the system. She is very appreciative of the time staff is taking.

## **9. MATTERS FROM THE COMMITTEE**

None.

## **10. ADJOURN**

There being no further business before the committee the meeting adjourned  
at 7:20 pm

  
\_\_\_\_\_  
Councilor Roman Abeyta, Chair  
\_\_\_\_\_  
Elizabeth Martin, Stenographer