



# Agenda

FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
APRIL 19, 2010 – 5:15 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES:

CITY CLERK'S OFFICE

DATE 4-16-10 TIME 10:25

SERVED BY Laura

RECEIVED BY [Signature]

APRIL 5, 2010

## INFORMATIONAL ITEM

6. A. STATUS UPDATE ON THREE (3) CONDITIONS FOR NEW BUDGET MEASURES FOR FISCAL YEAR 2010-2011
  1. CONTRACT REDUCTIONS
  2. CONTINGENCY PLANNING
  3. PRESENT RESTRUCTURING COMMITTEE PLAN
- B. BUDGET HEARING MEETING DATES (KATHRYN RAVELING)
- C. STATUS UPDATE ON PEER REVIEW PROCESS

## CONSENT AGENDA

7. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – RECRUIT, TRAIN AND SUPERVISE YOUTH WORKERS TO IMPLEMENT RIVER AND WATER SHED IMPROVEMENTS (RFP NO. 09/16/P); !YOUTHWORKS! INC. (BRIAN DRYPOLCHER)
  - A. REQUEST FOR APPROVAL OF A BUDGET ADJUSTMENT – PROJECT FUND
8. REQUEST FOR APPROVAL OF AMENDMENT NO. 5 TO MUNICIPAL ARTERIAL PROGRAM AGREEMENT – OLD PECOS TRAIL RECONSTRUCTION PROJECT – CORDOVA TO BERGER ST.; NEW MEXICO DEPARTMENT OF TRANSPORTATION (JOHN ROMERO)
9. REQUEST FOR APPROVAL OF SIGNALIZATION AND LIGHTING AGREEMENT – INSTALLATION OF TRAFFIC SIGNALS AND INTERSECTION LIGHTING AT



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- 
- THE INTERSECTIONS OF CERRILLOS ROAD/HERRERA DRIVE AND CERRILLOS ROAD/LAS SOLERAS DRIVE; NEW MEXICO DEPARTMENT OF TRANSPORTATION (RICK DEVINE)
10. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 – ADDITIONAL COSTS FOR EAST APRON RECONSTRUCTION AT SANTA FE MUNICIPAL AIRPORT; ALBUQUERQUE ASPHALT, INC. (JIM MONTMAN)
  11. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT AND PROFESSIONAL SERVICES AGREEMENT – PURCHASE AND INSTALL ENERGY EFFICIENT HEATING EQUIPMENT; WELCH'S BOILER SERVICE, INC. (CARY WEINER)
  12. REQUEST FOR APPROVAL OF 2010/2011 CDBG ANNUAL ACTION PLAN AND CDBG CONTRACTS (MELISSA DAILEY)
    - A. HOMEWISE - DPA
    - B. HOMEWISE - REHAB
    - C. SANTA FE COMMUNITY HOUSING TRUST - DPA
    - D. CASAS DE BUENA VENTURA – PRE-CONSTRUCTION OF LOW INCOME SENIOR HOUSING
    - E. SANTA FE PUBLIC SCHOOLS – ADELANTE PROGRAM
    - F. FAITH AT WORK COMMUNITY OUTREACH, INC. – EMERGENCY AND RENTAL ASSISTANCE
    - G. KITCHEN ANGELS – DELIVERY OF MEALS
  13. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENTS – AFFORDABLE HOUSING TRUST FUND APPLICATIONS FOR FISCAL YEAR 2010 (MELISSA DAILEY)
    - A. SANTA FE COMMUNITY HOUSING TRUST – DOWN PAYMENT ASSISTANCE
    - B. SANTA FE COMMUNITY HOUSING TRUST – FORECLOSURE COUNSELING
    - C. SANTA FE COMMUNITY HOUSING TRUST – CONSTRUCTION OF TWO NET ZERO ENERGY HOMES
    - D. HOMEWISE – DOWN PAYMENT ASSISTANCE
    - E. YOUTHWORKS – ENERGY CONSERVATION LOANS
    - F. ST. ELIZABETH SHELTER – ASSIST IN PURCHASE OF BUILDING



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14. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL SUPPORT SERVICES; TST CONSULTING (CARYN FIORINA)
15. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL APPLICATION SUPPORT SERVICES; MIKE LANCASTER (CARYN FIORINA)
16. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL APPLICATION SUPPORT SERVICES; KEVIN YEAMAN (CARYN FIORINA)
17. REQUEST FOR APPROVAL OF INTERIM PROPOSAL– PLAZA IMPROVEMENTS – ELECTRICAL PANEL AND INSTALL STREET LIGHTS (CHIP LILIENTHAL)
18. REQUEST FOR APPROVAL OF LEGAL SERVICES AGREEMENT – REPRESENT CITY IN LEGAL MATTERS; SHEEHAN, SHEEHAN & STELZNER, P.A. (MARCOS MARTINEZ AND WILLIAM S. CASSEL)
19. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – STREAM GAGING SERVICES ON THE SANTA FE RIVER (RFP NO. 10/20/P); WATERSHED WEST, LLC. (CLAUDIA BORCHERT)
20. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING – WASTEWATER COLLECTION SYSTEM; SANTA FE COUNTY (MARCOS MARTINEZ AND BRYAN ROMERO)
21. REQUEST FOR APPROVAL OF PROCUREMENT UNDER FEDERAL PRICE AGREEMENT - PURCHASE OF ONE (1) POLICE S.W.A.T. RAPID DEPLOYMENT VEHICLE; THE ARMORED GROUP, LLC. (POLICE CHIEF ARIC WHEELER)
  - A. REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND
22. REQUEST FOR APPROVAL OF CIP NO. 872 – AIRPORT ROAD SAFETY IMPROVEMENTS PROJECT (ERIC MARTINEZ)
  - A. REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF THE AIRPORT ROAD SAFETY IMPROVEMENTS PROJECT FUNDED THROUGH A COOPERATIVE PROJECT AGREEMENT WITH THE NEW



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MEXICO DEPARTMENT OF TRANSPORTATION (COUNCILOR DOMINGUEZ) (ERIC MARTINEZ)

- B. REQUEST FOR APPROVAL OF A COOPERATIVE PROJECT AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR APPROPRIATIONS FROM THE FY 2009/2010 HIGHWAY SAFETY IMPROVEMENT PROGRAM IN THE AMOUNT OF \$870,500

1. REQUEST FOR APPROVAL OF BUDGET INCREASE – PROJECT FUND

**Committee Review:**

Public Works (Scheduled)	4/26/10
Council (Scheduled)	4/28/10

Fiscal Impact - Yes

23. REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING APPROVAL OF THE DOWNTOWN PARKING AND TRANSIT PLAN AS PREPARED, AND SUBMITTED FOR CONSIDERATION, BY THE DOWNTOWN PARKING AND TRANSIT WORKING GROUP (COUNCILOR WURZBURGER) (JON BULTHUIS)

**Committee Review:**

Transit Advisory Board (Denied)	4/06/10
Public Works (Approved)	4/12/10
Council (Scheduled)	4/28/10

Fiscal Impact - Yes

24. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO LOCATE FUNDING SOURCES FOR DESIGN AND CONSTRUCTION OF THE PROPOSED MULTIMODAL CENTER LOCATED AT THE CORNER OF MONTEZUMA AND GUADALUPE STREETS, AND INTENDED TO SERVE PASSENGERS OF THE RAIL RUNNER EXPRESS (COUNCILOR BUSHEE) ( JON BULTHUIS)

**Committee Review:**

Public Works (Approved)	4/12/10
Council (Scheduled)	4/28/10

Fiscal Impact – No



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FINANCE COMMITTEE MEETING  
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25. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING PARAGRAPH I OF SECTION 23.7.4 SFCC 1987 REQUIRING LEAGUES USING THE MUNICIPAL RECREATION COMPLEX AND MUNICIPAL PARKS SPORTS FIELDS TO SUBMIT BYLAWS AND FINANCIAL STATEMENTS (COUNCILOR TRUJILLO) (FABIAN CHAVEZ)

**Committee Review:**

Public Works (Approved)	4/12/10
Council (Request to Publish)	4/28/10
Council (Public Hearing)	5/26/10

Fiscal Impact – No

26. REQUEST FOR APPROVAL OF A RESOLUTION NAMING THE PARK LOCATED ON ALTO STREET ACROSS FROM THE BOYS & GIRLS CLUB “LOUIS MONTANO” PARK (COUNCILOR BUSHEE) (FABIAN CHAVEZ)

**Committee Review:**

Public Works (Approved)	4/12/10
Council (Scheduled)	4/28/10

Fiscal Impact – Yes

27. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 23-5.5 SFCC 1987 REGARDING PLAZA PUSHCART VENDORS TO INCREASE THE NUMBER OF PUSHCART VENDORS FROM FOUR (4) TO FIVE (5) (COUNCILOR CHAVEZ) (SEVASTIAN GURULE)

**Committee Review:**

Public Works (Denied)	4/12/10
Council (Request to Publish)	4/28/10
Council (Public Hearing)	5/26/10

Fiscal Impact – Yes

28. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 7-1.6 SFCC AND CREATING A NEW SECTION 14-2.2 (A) (4) SFCC 1987 REGARDING THE GOVERNING BODY’S AUTHORITY TO TEMPORARILY SUSPEND THE ENFORCEMENT OF THOSE SECTIONS OF CHAPTER 7 AND CHAPTER 14 REGARDING THE EXPIRATION OF BUILDING PERMITS AND DEVELOPMENT APPROVALS (COUNCILOR WURZBURGER) (MATTHEW O’REILLY)



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- A. REQUEST FOR APPROVAL OF A RESOLUTION SUSPENDING THE ENFORCEMENT OF THOSE SECTIONS OF CHAPTER 7 AND CHAPTER 14 SFCC 1987 SETTING FORTH THE EXPIRATION OF BUILDING PERMITS AND DEVELOPMENT APPROVALS DUE TO SEVERE ECONOMIC CONDITIONS (COUNCILOR WURZBURGER) (MATTHEW O'REILEY)

**Committee Review:**

Planning Commission (Scheduled)	5/06/10
City Business & Quality of Life (Scheduled)	5/11/10
Public Works (Approved)	4/12/10
Council (Request to Publish)	5/12/10
Council (Public Hearing)	6/09/10

Fiscal Impact - No

29. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW MEXICO ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT FOR THE ACEQUIA TRAIL AND TRAIL CROSSING AT ST. FRANCES DRIVE (COUNCILOR CHAVEZ AND COUNCILOR BUSHEE) (DAVID CHAPMAN)

**Committee Review:**

Bicycles and Trails (Scheduled)	4/22/10
Public Works (Scheduled)	4/26/10
Council (Scheduled)	4/28/10

Fiscal Impact – Yes

30. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF AN EXECUTED AGREEMENT FOR FINANCIAL ASSISTANCE TO THE NEW MEXICO ENVIRONMENT DEPARTMENT, CONSTRUCTION PROGRAMS BUREAU, FOR THE UPGRADE AND IMPROVEMENTS TO THE SANTA FE WATER TREATMENT FACILITY; SAP 09-3817-STB COMMUNITY TREATMENT PLANT IN THE AMOUNT OF \$700,000 (COUNCILOR WURZBURGER) (STEPHANIE REYNOLDS)

**Committee Review:**

Public Utilities (No Quorum)	4/07/10
Council (Scheduled)	4/28/10

Fiscal Impact - Yes



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FINANCE COMMITTEE MEETING  
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31. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION NO. 2009-124, ADOPTED DECEMBER 9, 2009; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AMENDED AND RESTATED LOAN AND SUBSIDY AGREEMENT (“LOAN AGREEMENT”) BY AND BETWEEN THE CITY OF SANTA FE, NEW MEXICO (THE “GOVERNMENTAL UNIT”) AND THE NEW MEXICO FINANCE AUTHORITY, EVIDENCING A SPECIAL LIMITED OBLIGATION OF THE GOVERNMENTAL UNIT TO PAY A PRINCIPAL AMOUNT OF TWO HUNDRED TEN THOUSAND SEVEN HUNDRED SEVENTY-SEVEN DOLLARS (\$210,777), TOGETHER WITH INTEREST AND ADMINISTRATIVE FEES THEREON, AND TO ACCEPT A SUBSIDY OF FOUR HUNDRED NINETY-ONE THOUSAND EIGHT HUNDRED THIRTEEN DOLLARS (\$491,813), FOR THE PURPOSE OF FINANCING THE COSTS OF A PROJECT CONSISTING OF UPGRADES TO THE CITY’S WATER UTILITY SYSTEM, INCLUDING A MICRO-HYDROELECTRIC GENERATION PROJECT; PROVIDING FOR THE PAYMENT OF THE PRINCIPAL OF, INTEREST AND ADMINISTRATIVE FEES DUE UNDER THE LOAN AGREEMENT SOLELY FROM THE PLEDGED REVENUES; SETTING A MAXIMUM INTEREST RATE FOR THE LOAN; APPROVING THE FORM OF AND OTHER DETAILS CONCERNING THE LOAN AGREEMENT; RATIFYING ACTIONS HERETOFORE TAKEN; REPEALING ALL ACTION INCONSISTENT WITH THIS RESOLUTION; AND AUTHORIZING THE TAKING OF OTHER ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE LOAN AGREEMENT. (COUNCILOR CALVERT) (DALE LYONS)
- A. REQUEST FOR APPROVAL OF DRINKING WATER STATE REVOLVING FUND LOAN AGREEMENT (NO. 2382 –ADW AMENDED); NEW MEXICO FINANCE AUTHORITY
- (1) REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND

**Committee Review:**

Public Utilities (No Quorum)	4/07/10
Council (Scheduled)	4/28/10

Fiscal Impact – Yes

32. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION NO. 2009-126, ADOPTED DECEMBER 9, 2009; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AMENDED AND RESTATED LOAN AND SUBSIDY AGREEMENT (“LOAN AGREEMENT”) BY AND BETWEEN THE CITY OF SANTA FE, NEW MEXICO (THE “GOVERNMENTAL UNIT”) AND THE NEW MEXICO FINANCE AUTHORITY, EVIDENCING A SPECIAL LIMITED



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OBLIGATION OF THE GOVERNMENTAL UNIT TO PAY A PRINCIPAL AMOUNT OF ONE HUNDRED TWENTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$127,500), TOGETHER WITH INTEREST AND ADMINISTRATIVE FEES THEREON, AND TO ACCEPT A SUBSIDY OF TWO HUNDRED NINETY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$297,500), FOR THE PURPOSE OF FINANCING THE COSTS OF A PROJECT CONSISTING OF UPGRADES TO THE CITY'S WATER UTILITY SYSTEM, INCLUDING A REBATE PROGRAM TO PROMOTE WATER CONSERVATION TECHNOLOGIES; PROVIDING FOR THE PAYMENT OF THE PRINCIPAL OF, INTEREST AND ADMINISTRATIVE FEES DUE UNDER THE LOAN AGREEMENT SOLELY FROM THE PLEDGED REVENUES; SETTING A MAXIMUM INTEREST RATE FOR THE LOAN; APPROVING THE FORM OF AND OTHER DETAILS CONCERNING THE LOAN AGREEMENT; RATIFYING ACTIONS HERETOFORE TAKEN; REPEALING ALL ACTION INCONSISTENT WITH THIS RESOLUTION; AND AUTHORIZING THE TAKING OF OTHER ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE LOAN AGREEMENT. (COUNCILOR CALVERT) (DAN RANSOM)

A. REQUEST FOR APPROVAL OF DRINKING WATER STATE REVOLVING FUND LOAN AGREEMENT (NO. 2389 –ADW AMENDED); NEW MEXICO FINANCE AUTHORITY

(1) REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND

**Committee Review:**

Public Utilities (No Quorum)

4/07/10

Council (Scheduled)

4/28/10

Fiscal Impact – Yes

33. REQUEST FOR APPROVAL TO FILL VACANT POSITIONS (ROBERT ROMERO)

*END OF CONSENT AGENDA*

## **DISCUSSION**

34. OTHER FINANCIAL INFORMATION:

A. UPDATE ON GROSS RECEIPTS TAX FOR THE MONTH OF APRIL 2010 AND LODGERS' TAX FOR THE MONTH OF MARCH 2010 (KATHRYN RAVELING)



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35. MATTERS FROM THE COMMITTEE

36. ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520 five (5) working days prior to meeting date.

**SUMMARY OF ACTION  
FINANCE COMMITTEE MEETING  
Monday, April 19, 2010**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
CALL TO ORDER AND ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved [amended]	1
APPROVAL OF CONSENT AGENDA	Approved [amended]	2
CONSENT AGENDA LISTING		2-6
APPROVAL OF MINUTES: APRIL 5, 2010 REGULAR FINANCE COMMITTEE MEETING	Approved	6
<b><u>INFORMATIONAL ITEMS</u></b>		
OTHER FINANCIAL INFORMATION: UPDATE ON GROSS RECEIPTS TAX FOR THE MONTH OF APRIL 2010 AND LODGERS' TAX FOR THE MONTH OF MARCH 2010	Information/discussion	6
STATUS UPDATE ON THREE (3) CONDITIONS FOR NEW BUDGET MEASURES FOR FISCAL YEAR 2010-2011	Information/Discussion	6-7
CONTRACT REDUCTIONS	Information	7-8
CONTINGENCY PLANNING	Information	8
PRESENT RESTRUCTURING COMMITTEE PLAN	Information	8
BUDGET HEARING MEETING DATES	Information/discussion	8
STATUS UPDATE ON PEER REVIEW PROCESS	No update	8
<b><u>CONSENT CALENDAR DISCUSSION</u></b>		
REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – RECRUIT, TRAIN AND SUPERVISE YOUTH WORKERS TO IMPLEMENT RIVER AND WATERSHED IMPROVEMENTS (RFP NO. 09/16/P); !YOUTHWORKS!, INC.	Approved	8-9
REQUEST FOR APPROVAL OF A BUDGET ADJUSTMENT – PROJECT FUND	Approved	8-9

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
<b>REQUEST FOR APPROVAL OF 2010/2011 CDBG ANNUAL ACTION PLAN AND CDBG CONTRACTS</b> HOMEWISE – DPA HOMEWISE – REHAB SANTA FE COMMUNITY HOUSING TRUST – DPA CASAS DE BUENA VENTURA – PRE-CONSTRUCTION OF LOW INCOME SENIOR HOUSING. SANTA FE PUBLIC SCHOOLS – ADELANTE PROGRAM. FAITH AT WORK COMMUNITY OUTREACH, INC. – EMERGENCY AND RENTAL ASSISTANCE. KITCHEN ANGELS – DELIVERY OF MEALS	Approved [amended/conditions]	9-15
<b>REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENTS – AFFORDABLE HOUSING TRUST FUND APPLICATIONS FOR FISCAL YEAR 2010</b> SANTA FE COMMUNITY HOUSING TRUST – DOWN PAYMENT ASSISTANCE. SANTA FE COMMUNITY HOUSING TRUST – FORECLOSURE COUNSELING SANTA FE COMMUNITY HOUSING TRUST – CONSTRUCTION OF TWO NET ZERO ENERGY HOMES HOMEWISE – DOWN PAYMENT ASSISTANCE YOUTHWORKS – ENERGY CONSERVATION LOANS ST. ELIZABETH SHELTER – ASSIST IN PURCHASE OF BUILDING.	Approved [amended]	15
<b>REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL APPLICATION SUPPORT SERVICES; MIKE LANCASTER</b>	Approved [amended/conditions]	16-17
<b>REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL APPLICATION SUPPORT SERVICES; KEVIN YEAMAN</b>	Approved [amended/conditions]	17
<b>REQUEST FOR APPROVAL OF INTERIM PROPOSAL – PLAZA IMPROVEMENTS – ELECTRICAL PANEL AND INSTALL STREET LIGHTS</b>	Remanded back to Public Works	17

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – STREAM GAGING SERVICES ON THE SANTA FE RIVER (RFP NO. 10/20/P); WATERSHED WEST, LLC	Approved	17-18
REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING APPROVAL OF THE DOWNTOWN PARKING AND TRANSIT PLAN AS PREPARED, AND SUBMITTED FOR CONSIDERATION BY THE DOWNTOWN PARKING AND TRANSIT WORKING GROUP	Remanded to Transit Advisory	18-19
REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 23-5.5 SFCC 1987, REGARDING PLAZA PUSHCART VENDORS TO INCREASE THE NUMBER OF PUSHCART VENDORS FROM FOUR(4) TO FIVE (5)	Denied	19-20
***** END OF CONSENT CALENDAR DISCUSSION *****		
<b><u>DISCUSSION</u></b>		
MATTERS FROM THE COMMITTEE	Information/discussion	20
ADJOURN		20

**MINUTES OF THE  
CITY OF SANTA FE  
FINANCE COMMITTEE**  
Monday, April 19, 2010

**1. CALL TO ORDER**

A meeting of the City of Santa Fe Finance Committee was called to order by Chair Matthew E. Ortiz, at approximately 5:15 p.m., on Monday, April 19, 2010, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT:**

Councilor Matthew E. Ortiz, Chair  
Councilor Patti J. Bushee  
Councilor Carmichael A. Dominguez  
Councilor Rosemary Romero  
Councilor Rebecca Wurzburger

**OTHERS ATTENDING:**

Kathryn Raveling , Acting Finance Director  
Laura Vigil, Finance Division  
Melessia Helberg, Stenographer.

There was a quorum of the membership in attendance for the conducting of official business.

**NOTE: All items in the Committee packets for all agenda items are incorporated herewith by reference. The original Committee packet is on file in the Finance Department.**

**3. APPROVAL OF AGENDA**

Chair Ortiz would like to move Item 34(A) to be heard under Information Item 6.

**MOTION:** Councilor Bushee moved, seconded by Councilor Wurzburger, to approve the agenda, as amended.

**VOTE:** The motion was approved on a voice vote, with Councilors Bushee, Romero and Wurzburger voting in favor of the motion, no one voting against, and Councilor Dominguez absent for the vote.

#### **4. APPROVAL OF CONSENT AGENDA**

**MOTION:** Councilor Wurzburger moved, seconded by Councilor Romero, to approve the following Consent Agenda, as amended.

**VOTE:** The motion was approved on a voice vote, with Councilors Bushee, Romero and Wurzburger voting in favor of the motion, no one voting against, and Councilor Dominguez absent for the vote.

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#### **CONSENT AGENDA**

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7. *[Removed for discussion by Councilors Wurzburger and Romero]*
8. **REQUEST FOR APPROVAL OF AMENDMENT NO. 5 TO MUNICIPAL ARTERIAL PROGRAM AGREEMENT – OLD PECOS TRAIL RECONSTRUCTION PROJECT – CORDOVA TO BERGER ST.; NEW MEXICO DEPARTMENT OF TRANSPORTATION. (JOHN ROMERO)**
9. **REQUEST FOR APPROVAL OF SIGNALIZATION AND LIGHTING AGREEMENT – INSTALLATION OF TRAFFIC SIGNALS AND INTERSECTION LIGHTING AT THE INTERSECTIONS OF CERRILLOS ROAD/HERRERA DRIVE AND CERRILLOS ROAD/ LAS SOLERAS DRIVE; NEW MEXICO DEPARTMENT OF TRANSPORTATION. (RICK DEVINE)**
10. **REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 – ADDITIONAL COSTS FOR EAST APRON RECONSTRUCTION AT SANTA FE MUNICIPAL AIRPORT; ALBUQUERQUE ASPHALT, INC. (JIM MONTMAN)**
11. **REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT AND PROFESSIONAL SERVICES AGREEMENT – PURCHASE AND INSTALL ENERGY EFFICIENT HEATING EQUIPMENT; WELCH'S BOILER SERVICE, INC. (CARY WEINER)**
12. *[Removed for discussion by Councilor Bushee]*
13. *[Removed for discussion by Councilor Bushee]*
14. **REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL SUPPORT SERVICES; TST CONSULTING. (CARYN FIORINA)**
15. *[Removed for discussion by Councilor Romero]*
16. *[Removed for discussion by Councilor Romero]*
17. *[Removed for discussion by Councilor Romero]*

18. REQUEST FOR APPROVAL OF LEGAL SERVICES AGREEMENT – REPRESENT CITY IN LEGAL MATTERS; SHEEHAN, SHEEHAN & STELZNER, P.A. (MARCOS MARTINEZ AND WILLIAM S. CASSEL)
19. *[Removed for discussion by Chair Ortiz]*
20. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING – WASTEWATER COLLECTION SYSTEM; SANTA FE COUNTY. (MARCOS MARTINEZ AND BRYAN ROMERO)
21. REQUEST FOR APPROVAL OF PROCUREMENT UNDER FEDERAL PRICE AGREEMENT – PURCHASE OF ONE (1) POLICE S.W.A.T. RAPID DEPLOYMENT VEHICLE; THE ARMORED GROUP, LLC. (POLICE CHIEF ARIC WHEELER)
  - A. REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND.
22. REQUEST FOR APPROVAL OF CIP NO. 872 – AIRPORT ROAD SAFETY IMPROVEMENTS PROJECT. (ERIC MARTINEZ)
  - A. REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF THE AIRPORT ROAD SAFETY IMPROVEMENTS PROJECT FUNDED THROUGH A COOPERATIVE PROJECT AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION (COUNCILOR DOMINGUEZ). (ERIC MARTINEZ)
  - B. REQUEST FOR APPROVAL OF A COOPERATIVE PROJECT AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR APPROPRIATIONS FROM THE FY 2009/2010 HIGHWAY SAFETY IMPROVEMENT PROGRAM IN THE AMOUNT OF \$870,500.
    1. REQUEST FOR APPROVAL OF BUDGET INCREASE – PROJECT FUND.

Committee Review: Public Works (Scheduled) 4/26/10; Council (Scheduled) 4/28/10. Fiscal Impact – Yes.
23. *[Removed for discussion by Councilor Romero]*
24. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO LOCATE FUNDING SOURCES FOR DESIGN AND CONSTRUCTION OF THE PROPOSED MULTIMODAL CENTER LOCATED AT THE CORNER OF MONTEZUMA AND GUADALUPE STREETS, AND INTENDED TO SERVE PASSENGERS OF THE RAIL RUNNER EXPRESS (COUNCILOR BUSHEE). (JON BULTHUIS) Committee Review: Public Works (Approved) 4/12/10; and Council (Scheduled) 4/18/10. Fiscal Impact – No.
25. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING PARAGRAPH 1 OF SECTION 23-7.4 SFCC 1987, REQUIRING LEAGUES USING THE MUNICIPAL RECREATION COMPLEX AND MUNICIPAL PARKS SPORTS FIELDS TO SUBMIT BYLAWS AND FINANCIAL STATEMENTS (COUNCILOR TRUJILLO). (FABIAN CHAVEZ) Committee Review: Public Works (Approved) 4/12/10; Council (Request to Publish) 4/28/10; and Council (Public Hearing) 5/26/10. Fiscal Impact – No.

26. REQUEST FOR APPROVAL OF A RESOLUTION NAMING THE PARK LOCATED ON ALTO STREET ACROSS FROM THE BOYS GIRLS CLUB, "LOUIS MONTANO" PARK (COUNCILOR BUSHEE). (FABIAN CHAVEZ) Committee Review: Public Works (Approved) 4/12/10; and Council (Scheduled) 4/28/10. Fiscal Impact – Yes.
27. *[Removed for discussion by Councilor Romero]*
28. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 7-1.6 SFCC, AND CREATING A NEW SECTION 14-2.2(A)(4), SFCC 1987, REGARDING THE GOVERNING BODY'S AUTHORITY TO TEMPORARILY SUSPEND THE ENFORCEMENT OF THOSE SECTIONS OF CHAPTER 7 AND CHAPTER 14, REGARDING THE EXPIRATION OF BUILDING PERMITS AND DEVELOPMENT APPROVALS (COUNCILOR WURZBURGER). (MATTHEW O'REILLY).
- A. REQUEST FOR APPROVAL OF A RESOLUTION SUSPENDING THE ENFORCEMENT OF THOSE SECTIONS OF CHAPTER 7 AND CHAPTER 14 SFCC 1987, SETTING FORTH EXPIRATION OF BUILDING PERMITS AND DEVELOPMENT APPROVALS, DUE TO SEVERE ECONOMIC CONDITIONS (COUNCILOR WURZBURGER). (MATTHEW O'REILLY)
- Committee Review: Planning Commission (Scheduled) 5/06/10; City Business & Quality of Life (Scheduled) 5/11/10; Public Works (Approved) 4/12/10; Council (Request to Publish) 5/12/10; and Council (Public Hearing) 6/09/10. Fiscal Impact – No.
29. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW MEXICO ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT FOR THE ACEQUIA TRAIL AND TRAIL CROSSING AT ST. FRANCIS DRIVE (COUNCILOR CHAVEZ AND COUNCILOR BUSHEE). (DAVID CHAPMAN). Committee Review: Bicycles and Trails (Scheduled) 4/22/10; Public Works (Scheduled) 4/26/10; and Council (Scheduled) 4/28/10. Fiscal Impact – Yes.
30. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF AN EXECUTED AGREEMENT FOR FINANCIAL ASSISTANCE TO THE NEW MEXICO ENVIRONMENT DEPARTMENT, CONSTRUCTION PROGRAMS BUREAU, FOR THE UPGRADE AND IMPROVEMENTS TO THE SANTA FE WATER TREATMENT FACILITY; SAP 09-3817-STB COMMUNITY TREATMENT PLANT IN THE AMOUNT OF \$700,000 (COUNCILOR WURZBURGER). (STEPHANIE REYNOLDS). Committee Review: Public Utilities (No Quorum) 4/07/10; and Council (Scheduled) 4/28/10. Fiscal Impact – Yes.
31. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION NO. 2009- 124, ADOPTED DECEMBER 9, 2009; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AMENDED AND RESTATED LOAN AND SUBSIDY AGREEMENT ("LOAN AGREEMENT"), BY AND BETWEEN THE CITY OF SANTA FE, NEW MEXICO (THE "GOVERNMENTAL UNIT") AND THE NEW MEXICO FINANCE AUTHORITY, EVIDENCING A SPECIAL LIMITED OBLIGATION OF THE GOVERNMENTAL UNIT TO PAY A PRINCIPAL AMOUNT OF TWO HUNDRED TEN THOUSAND SEVEN HUNDRED SEVENTY SEVEN DOLLARS (\$210,777), TOGETHER WITH INTEREST AND ADMINISTRATIVE FEES THEREON, AND TO ACCEPT A

LOAN SUBSIDY OF FOUR HUNDRED NINETY ONE THOUSAND EIGHT HUNDRED THIRTEEN DOLLARS (\$491,813), *FOR THE PURPOSE OF FINANCING THE COSTS OF A PROJECT CONSISTING OF UPGRADES TO THE CITY'S WATER UTILITY SYSTEM, INCLUDING A MICRO-HYDROELECTRIC GENERATION PROJECT*; PROVIDING FOR THE PAYMENT OF THE PRINCIPAL OF, ADMINISTRATIVE FEES AND INTEREST DUE UNDER THE LOAN AGREEMENT SOLELY FROM THE PLEDGED REVENUES; SETTING A MAXIMUM INTEREST RATE FOR THE LOAN; APPROVING THE FORM OF AND OTHER DETAILS CONCERNING THE LOAN AGREEMENT; RATIFYING ACTIONS HERETOFORE TAKEN; REPEALING ALL ACTION INCONSISTENT WITH THIS RESOLUTION; AND AUTHORIZING THE TAKING OF OTHER ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE LOAN AGREEMENT (COUNCILOR CALVERT). (DALE LYONS)

- A) REQUEST FOR APPROVAL OF DRINKING WATER STATE REVOLVING FUND LOAN AGREEMENT [NO. 2382-ADW AMENDED, NEW MEXICO FINANCE AUTHORITY. (DALE LYONS)

- 1) REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND.

Committee Review: Public Utilities (No Quorum) 4/07/10; and Council (Scheduled) 4/28/10.  
Financial Impact – Yes.

- 32. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION NO. NO. 2009-126, ADOPTED DECEMBER 9, 2009; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AMENDED AND RESTATED LOAN AND SUBSIDY AGREEMENT (“LOAN AGREEMENT”), BY AND BETWEEN THE CITY OF SANTA FE, NEW MEXICO (THE “GOVERNMENTAL UNIT”) AND THE NEW MEXICO FINANCE AUTHORITY, EVIDENCING A SPECIAL LIMITED OBLIGATION OF THE GOVERNMENTAL UNIT TO PAY A PRINCIPAL AMOUNT OF ONE HUNDRED TWENTY SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$127,500), TOGETHER WITH INTEREST AND ADMINISTRATIVE FEES THEREON, AND TO ACCEPT A SUBSIDY OF TWO HUNDRED NINETY SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$297,500), *FOR THE PURPOSE OF FINANCING THE COSTS OF A PROJECT CONSISTING OF UPGRADES TO THE CITY'S WATER UTILITY SYSTEM, INCLUDING A REBATE PROGRAM TO PROMOTE WATER CONSERVATION TECHNOLOGIES*; PROVIDING FOR THE PAYMENT OF THE PRINCIPAL OF, ADMINISTRATIVE FEES AND INTEREST DUE UNDER THE LOAN AGREEMENT SOLELY FROM THE PLEDGED REVENUES; SETTING A MAXIMUM INTEREST RATE FOR THE LOAN; APPROVING THE FORM OF AND OTHER DETAILS CONCERNING THE LOAN AGREEMENT; RATIFYING ACTIONS HERETOFORE TAKEN; REPEALING ALL ACTION INCONSISTENT WITH THIS RESOLUTION; AND AUTHORIZING THE TAKING OF OTHER ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE LOAN AGREEMENT (COUNCILOR CALVERT). (DAN RANSOM)

- 1) REQUEST FOR APPROVAL OF DRINKING WATER STATE REVOLVING FUND LOAN AGREEMENT [NO. 2389-ADW AMENDED]; NEW MEXICO FINANCE AUTHORITY.

- a) REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND.

Committee Review: Public Utilities (No Quorum) 4/07/10; and Council (Scheduled) 4/28/10.  
Fiscal Impact – Yes.

**33. REQUEST FOR APPROVAL TO FILL VACANT POSITIONS. (ROBERT ROMERO)**

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**END OF CONSENT AGENDA**

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**5. APPROVAL OF MINUTES: APRIL 5, 2010 REGULAR FINANCE COMMITTEE MEETING**

**MOTION:** Councilor Wurzbarger moved, seconded by Councilor Bushee, to approve the minutes of the Regular Finance Committee Meeting of April 5, 2010, as presented.

**VOTE:** The motion was approved on a voice vote, with Councilors Bushee, Romero and Wurzbarger voting in favor of the motion, no one voting against, and Councilor Dominguez absent for the vote.

**INFORMATIONAL ITEMS**

**34. OTHER FINANCIAL INFORMATION:**

**A. UPDATE ON GROSS RECEIPTS TAX FOR THE MONTH OF APRIL 2010 AND LODGERS' TAX FOR THE MONTH OF MARCH 2010. (KATHRYN RAVELING)**

A copy of "Gross Receipts Tax Actual vs. Budget FY 09-10," distributed to the Council by Kathryn Raveling, is incorporated herewith to these minutes as Exhibit "1."

**6. A. STATUS UPDATE ON THREE (3) CONDITIONS FOR NEW BUDGET MEASURES FOR FISCAL YEAR 2010-2011.**

Mr. Romero said the information in the packet shows that the GRTs are 8% below last year, and 2.7% below what was budgeted or \$1.8 million. He said this tracks with savings in personnel costs and other areas which have been done to date.

*Councilor Dominguez arrived at the meeting*

Chair Ortiz said his estimate is that there will be a shortfall of approximately \$2.2 and \$2.5 million which is approximately 3% less than budgeted. He asked if the savings to date for this fiscal year will cover the full amount, or do we need to do additional work in this FY before talking about next year's budget.

Mr. Romero said if we couldn't address the shortfall with savings, the idea has been to implement some sort of a furlough. However, at this point, because of the union contracts, it will be hard to implement something within the next two months. He said as he is preparing the next year's budget, this can be brought forward for the next fiscal year.

Chair Ortiz asked if there are plans to use the reserves.

Mr. Romero said he and Ms. Raveling will be meeting with Mr. Millican this week to be sure we are on the same page with the reserves.

Mr. Romero said, as staff has presented several times previously, there is \$6-7 million in savings from personnel costs, noting \$3-\$4 million are from utilities. He said staff is proposing \$2-\$2.5 million from the General Fund and the other types of GRT quality of life, GRT personnel costs and CIP GRT personnel costs, and other things done to limit spending. He believes they are within \$1 million, depending on what happens between now and the end of the fiscal year.

Chair Ortiz said the last time we had this discussion, 3 meetings ago, Mr. Millican projected \$1.8 million in salary savings in the General Fund for this FY, with \$1.4 million identified from positions in the Fire Department. He asked, if we are still tracking at 2-3% below budget for this FY, what steps can we take to close the gap this year, as a measure for the budget process. He asked Ms. Raveling and Mr. Romero, for the next Finance Committee meeting, to prepare a Memorandum with recommendations as to how to close the budget gap.

Responding to Councilor Wurzbarger, Mr. Romero said every dollar which has been budgeted hasn't been spent, and we can look at capital expenditures which haven't been spent.

Chair Ortiz would like a final number on the salary savings, because that was a "floating" number.

Responding to Councilor Wurzbarger, Mr. Romero said this information will be presented at the next meeting.

Responding to Councilor Romero, Mr. Romero said he will be reporting on the reserves at the next Finance Committee meeting. He recalls that Mr. Millican had said we have \$12 million more in reserves than what we are required to have. He wants to be sure where that money is, and that it is "real money."

Councilor Bushee asked if Mr. Romero will provide something in writing at the next meeting indicating the sources of savings and other measures which were taken to cover the gap.

Mr. Romero said he can identify what hasn't been spent at this point in time at the next meeting.

Councilor Bushee said, "The direction you know you have is not necessarily to go into reserves, but to bring forward other options. Just to confirm."

Mr. Romero said yes.

## **1. CONTRACT REDUCTIONS.**

Councilor Wurzbarger asked what has been done in this regard.

Chair Ortiz said there has been no report on contract reductions – savings, efforts to get contractors to reduce contract amounts – and we need to have an update on this item at the next meeting as well.

Mr. Romero said staff is working on this report.

## **2. CONTINGENCY PLANNING**

## **3. PRESENT RESTRUCTURING COMMITTEE PLAN**

Councilor Wurzbarger asked about the present Restructuring Committee Plan.

Chair Ortiz said the Committee has approved most of the restructuring which has been done, but we have not yet finalized recommendations on Community Services.

## **B. BUDGET HEARING MEETING DATES. (KATHRYN RAVELING)**

The Committee discussed the dates for the Budget Hearings, and the consensus was to hold the Budget Hearings on May 4 and May 11, 2010, 10:00 a.m. to 2:00 p.m., in the Council Chambers, with the regular meeting on May 17, 2010, as the backup to wrap-up what does not get done at those two meetings.

## **C. STATUS UPDATE ON PEER REVIEW PROCESS**

### **CONSENT CALENDAR DISCUSSION**

#### **7. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – RECRUIT, TRAIN AND SUPERVISE YOUTH WORKERS TO IMPLEMENT RIVER AND WATERSHED IMPROVEMENTS (RFP NO. 09/16/P); !YOUTHWORKS!, INC. (BRIAN DRYPOLCHER)**

##### **A. REQUEST FOR APPROVAL OF A BUDGET ADJUSTMENT – PROJECT FUND.**

Councilor Wurzbarger asked if this is for the 2<sup>nd</sup> or 3<sup>rd</sup> year of the contract, or are we doing one year at a time – are we committing ourselves to a three-year process, and where is this headed.

Mr. Drypolcher said this extends a one-year contract for one more year.

Councilor Wurzbarger asked if there is an intention to come back for a third year, and Mr. Drypolcher said there is no intention at this time.

Councilor Romero said she had questions similar to those as Councilor Wurzbarger, and had spoken with staff in this regard. She said this did not go to RFP, and it's the extension of an existing contract. She said people are happy with the work being done, commenting that Youthworks does great work. She said her issue is that an RFP wasn't issued for this work, as well as that this is another contract we may be reducing in the next fiscal year, noting her commentary is rhetorical.

**MOTION:** Councilor Bushee moved, seconded by Councilor Romero, to approve this request.

**DISCUSSION:** Councilor Bushee asked if this is generally seen as a sole source provider.

Ms. Raveling said the contract went to RFP for the first contract, and it isn't generally seen as a sole source provider.

**VOTE:** The motion was approved unanimously on a voice vote.

- 12. REQUEST FOR APPROVAL OF 2010/2011 CDBG ANNUAL ACTION PLAN AND CDBG CONTRACTS. (MELISSA DAILEY)**
- A. HOMEWISE – DPA**
  - B. HOMEWISE – REHAB**
  - C. SANTA FE COMMUNITY HOUSING TRUST – DPA**
  - D. CASAS DE BUENA VENTURA – PRE-CONSTRUCTION OF LOW INCOME SENIOR HOUSING.**
  - E. SANTA FE PUBLIC SCHOOLS – ADELANTE PROGRAM.**
  - F. FAITH AT WORK COMMUNITY OUTREACH, INC. – EMERGENCY AND RENTAL ASSISTANCE.**
  - G. KITCHEN ANGELS – DELIVERY OF MEALS**

*Items 12 and 13 were combined for purposes of presentation and discussion, at the request of Councilor Bushee, but were voted upon separately.*

*The Committee commented, asked questions and made suggestions as follows:*

- Councilor Bushee asked what is the total of the request for the Affordable Housing Trust Funds along with this for both Homewise and the Santa Fe Community Housing Trust, and if they are equivalent overall – in terms of down payment assistance

Melissa Dailey said they are somewhat equivalent. She said, "Combined between the two agencies, with all of the funding, it's about the same. I don't think it's exactly the same if you do down payment assistance to down payment assistance, because Homewise is doing a rehab program and the Housing Trust, they're doing a zero energy home. They're doing some different things."

Councilor Bushee said then they're roughly equivalent when you combine them, and Ms. Dailey said yes.

- Councilor Bushee said she is less familiar with Faith at Work Community Outreach, and asked if this is the Interfaith Group. Ms. Dailey said she thinks this is an extension of that group.

Councilor Bushee said then this is for emergency rental assistance to/for them, and they don't pay it out. Ms. Dailey said they pay it out, it is for the public, for up to three months, noting three months is the maximum allowed by CDBG, but it generally is only for one month.

- Councilor Bushee said she has a problem with the 18% overhead, and asked if there is a possibility of reducing this amount for this year.

Ms. Dailey said it pays for one full time staff person, and 25% of another person down the hall in Finance, a computer, and such. She believes it can be reduced next year, but she doesn't have access to those financial records to do a comfortable estimate of funds which will be carried forward.

- Councilor Bushee asked Ms. Raveling if the overhead can be reduced. Ms. Raveling said not at this point.

- Councilor Bushee requested, before this goes to Council, that staff prepare a memorandum or an email showing how the funds are spent and suggested ways to reduce the overhead.

Ms. Dailey said generally salaries are \$100,000, more or less. She said they have contracts they do such, such as one this year for Somos un Pueblo Unido, some fair housing work, noting it is not just paper.

Councilor Bushee reiterated her request for a break-down of the overhead expenditures prior to the next Council meeting, with suggestions for reducing the overhead in the next fiscal year.

- Councilor Bushee said she has a question on Item #13: Did the foreclosure counseling turn out to be a good thing. Ms. Dailey said it is working out, but they are expecting things to get worse before it gets better. Councilor Bushee said the scenario is getting worse, and she asked if there is any federal help on this issue. Ms. Dailey said they have been referring people to a federal program. However, this is a local program where they are actually funded and helping local people.

- Councilor Bushee said then you don't actually break down the administration of the Affordable Housing Trust Fund, and she presumes that comes through "paying for it in CDBG and you doing the work." Ms. Dailey said yes.

- Councilor Bushee said she has another question on Item #13: Regarding items 6 and 7 on the list on page 2 of the Memorandum. She said, "I want to make sure like for Item 6... I know they've been considering purchasing this building and now they're seeking our funds to do that. But, I am concerned that we have two organizations now seeking permanent sites, all in the name of maybe calling it like in Item #7, a one-stop-shop. In the meantime, if we buy another building, or help buy

another building that will still need assistance to run it, why would we be interested in the purchasing of a building if you're really trying to move it all toward one-stop-shopping. And then on 7, I understand it's considering a down payment on a Airport Road site, and I'm not hearing from the providers. But, the little I'm hearing is that nobody wants it out on Airport Road. So, maybe you can generally give me some feedback."

Ms. Dailey said with regard to St. Elizabeth's Shelter and #6, what they're doing is more immediate. The Berry Street address is for women and children, and the Alarid will just be all male.

Responding to Councilor Bushee, Ms. Dailey said one-stop-shop wouldn't eliminate the need for the homeless facility. The one-stop-shop would be services and then permanent transitional housing.

Councilor Bushee asked on item #6, how much is the building, noting it serves 32 women and children. Ms. Dailey said the building is \$283,000, and they have raised \$233,000, and we weren't able to fill the full request of \$50,000 to meet that gap. The recommendation is for \$23,025.

Councilor Bushee asked what percentage of what the City pays to St. Elizabeth's [\$80,000] is put toward operating the Berry Street shelter.

Ms. Daily said she doesn't know, because that contract is not run through their department, and she would guess that they would possibly either split it or ask for an increase, noting she doesn't know how they can operate two facilities with the same amount of operational funds.

- Councilor Bushee said she is concerned that we're doing bits and pieces and not addressing the problem, and then we are having an issue of operation and maintenance for all of the various facilities. She said these people still will come back to the City requesting money to operate these facilities. She is concerned that we are doing stop-gap measures and responding to requests out of the Affordable Housing Trust Fund, and she is unsure of the game plan.

Councilor Bushee said this leads to Item #7, reiterating that she is hearing that nobody wants to go down to Airport Road, and asked "is that what this is for."

Ms. Daily said the \$147,360 could be used for the Airport Road building, but it is in a bit of a holding pattern to work things out. She said funds were also requested to go to the New Mexico Coalition to End Homelessness for them to oversee it, but staff felt that was double funding. She said Lee DiPietro is working on this, and if the building on Airport Road doesn't work out, the funds would then go toward a building, but not at location.

- Councilor Bushee asked why we don't just hold off funding either of these two right now until there is a full plan.

Ms. McCormick said these are two separate things. The building on Airport Road is actually the acquisition of a project which has expiring tax credits, which created the opportunity to acquire an existing building with existing rental housing at a very favorable price. She said Ms. DiPietro is working on this with a contractor who is interested in purchasing this property. She said this is an apartment complex which has a piece of land adjacent to it which does not have a building on it where a "one-stop-shop might go." She said Ms. DiPietro is working on this with the Coalition and St. Elizabeth's. She said what is before the Committee is transitional housing for homeless women and children where they can go and live.

- Councilor Bushee would like the details on the land and apartment which we propose to purchase with \$147,360 from the Affordable Housing Trust.

Ms. McCormick said it is not a recently built condo or project, reiterating that it is an expiring tax credit project, and is an old property on Airport Road which is privately owned.

- Councilor Bushee asked the purchase price. Ms. McCormick said she isn't at liberty to say because the City isn't going to be buying this. She said, "As Melissa was explaining, part of it is to facilitate the sale of that, and we're working with a couple of local organizations that might be interested in purchasing that. At the least facilitating it, that's our role overall, but we would not own it or manage it."
- Councilor Bushee asked what percentage of the purchase price the \$147,360 would be. Ms. McCormick said it is probably approximately 20% of the total cost.

Councilor Bushee asked who is paying for the rest of it. Ms. Dailey said that would be from the private sector.

Councilor Bushee asked if they would be required to keep it at 120% of the medium income. Ms. Dailey said it would be less than 60% of the AMI. Ms. Dailey said it meets the goal of the Housing Needs Assessment in preserving rental housing.

- Councilor Bushee asked who is making these decisions, and asked if these are "run by" the roundtable. Ms. Dailey said this has all gone through the Community Development Block Grant Commission who reviewed this, and the Mayor is the Chair of the Commission.
- Councilor Wurzbarger said she also is concerned about the 18% overhead especially at this time, noting she raised this issue one year ago. She said these are the providers and they provide the service, although we convene the meetings of the committees, and then we have to do paperwork for Washington. She questioned whether this is a \$100,000 job, saying she would like to see more of this money go into the community. She would like staff to relook at this, or come back to the Committee and explain it. She said she feels, because they are willing to give us this money, we use it to offset our budget, and she wants a better understanding of the "impossibility of reducing this administrative component and giving more money to the community."

Ms. McCormick said she would be happy to bring that forward as part of the budget process. She said 18% seems high until you "drill down" into all the things the person does within this particular position and the skill level needed. She said Melissa does more than CDBG. She said we recently were audited and were told we needed two full-time people overseeing the CDBG program, but we have only 1.25 people specifically assigned to this. She said she will do a better job of explaining this at Council.

- Councilor Wurzbarger said in these hard economic times, it is difficult to make decisions which fund only a part of something, for which we will be requested to fund another portion sometime in the future. She said she is unclear about all of this, and asked if the one-stop-shop will be on the vacant lot, or in the apartment building. She is concerned we will be asked to buy the lot, then build the building and then to help fund staffing and O&M.
- Councilor Bushee understands that the interfaith group now wants to buy the Pete's Pets building. She asked if we have to act on all seven in Item #7.
- Chair Ortiz asked if there are time constraints associated with this if we don't approve this request.

Ms. McCormick said, "This is consistent with the plan to end homelessness in five years. The acquisition of an apartment building that would allow people to have permanent housing. The opportunity that we saw here, as staff, is we can acquire these apartments for a very, very affordable price. They're in very good shape. We're looking to find somebody to buy it and manage it because the City does not want to do that, nor does the Coalition have the expertise to do that. It also presented the opportunity to potentially locate a one-stop shop there. It would be built adjacent to the building. So, you're accurate in saying it's possible that somebody would come back and look to have the building built there at some future point in time, or you may have somebody say, we would like to build a one-stop shop, or have it located somewhere else for a variety of reasons. The real opportunity in this proposal, and it is time sensitive, is acquiring 62 one and two-bedroom apartments. That's the real opportunity here. And I think if it was delayed, we might miss the opportunity to acquire the property."

- Councilor Bushee said she has no problem in acquiring the apartments, but those may not meet the plan to end homelessness. She said the point is that it is not the center of town, nor the center of where people work, if people are going to keep coming back in separate groups to buy and operate a building, and so forth, for a segment of the population. She doesn't know that we're doing the most effective or efficient approach. She isn't hearing from anybody in the Coalition that this is where they want to do the one-stop-shop.
- + Ms. McCormick said, "Perhaps not, but this is consistent both with the housing plan and the plan to end homelessness."

Councilor Bushee said plans are made to change with the times. She said if the population doesn't want to be out there, then it doesn't do anything.

- Ms. McCormick said the apartments are fully occupied right now by all kinds of different working people and it is on a bus line. She hears what Councilor Bushee is saying, but they are in a good location, close to jobs and transit.
- Councilor Bushee said, "If you were saying you're buying this apartment out of your Affordable Housing Trust Fund because it's a good deal and we can use it for affordable housing, but I think you're saying you're going to use it for the effort to end homelessness, and I'm saying I'm not seeing them stop requesting any funding. So, maybe you should not put this down as something to end homelessness and leave some flexibility as to how you're gonna use it and who's gonna run it until you have a real solid plan, if everybody agrees this is a good deal to do now."
- Councilor Dominguez asked what apartment complex we're talking about, for the record. Ms. McCormick said it is the old Country Club Apartments on the north side of Airport Road.
- Councilor Dominguez said it probably is a good idea to purchase the complex, but he doesn't know that the Council has given direction to staff to use this particular project for this request, which is his concern. He said there is a need for the quality of life for the people there. He said although there is a main line bus route, the jobs aren't necessarily there in the SW sector, and there are a lot of challenges faced by that community. He said, although it may be a good idea, he is unsure it is the right idea right now, and he believes we don't have enough information to make this determination. He hasn't heard one homeless person come to him and ask to move to Airport Road.

Ms. McCormick said she sees this is as holding open an opportunity for a one-stop-shop, or it could go elsewhere. The real opportunity is the acquisition of the rental unit.

- Councilor Dominguez asked how we can separate this. Ms. McCormick said it is all part of one purchase, and you could direct staff to come back for Council direction on location for a one-stop-shop.
- Councilor Romero said she participated on the Coalition for Ending Homelessness some time ago, and recalls people were looking for a spectrum of ways to end homelessness, which included purchasing homes and rental properties. She said there are homeless people who can't purchase a home, but need a place to live. She said it seems that this is an opportunity to buy and the people will stay in that property until they moved and create an opening to house the homeless. She said the majority of the school population is on that side of town, and there is more reasonable property, and this may very well be the ideal. She said the Coalition wants to look for opportunities to meet its long term goals to address homelessness. She said this is an opportunity which will address a long term goal of the Coalition.

Ms. Dailey said this is correct and it would remain a low income, tax credit apartment complex. She said it will become less than affordable if it doesn't continue as a tax credit building.

- Councilor Wurzbarger said this explanation makes it more clear to her, and the issue is that the apartment owner has used their tax credits, and this is a mechanism to sign up again and remain as affordable housing. She said this isn't a new source of affordable housing. It's exactly the same source. She said it really doesn't help in terms of the goal of meeting a certain number of housing for the homeless. She said she is okay with it, but believes there will be a problem on the other topic.

**MOTION:** Councilor Wurzbarger moved, seconded by Councilor Romero, to approve this request, with direction to staff to provide further clarity on the overhead issue.

**VOTE:** The motion was approved unanimously on a voice vote.

- 13. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENTS – AFFORDABLE HOUSING TRUST FUND APPLICATIONS FOR FISCAL YEAR 2010. (MELISSA DAILEY)**
- A. SANTA FE COMMUNITY HOUSING TRUST – DOWN PAYMENT ASSISTANCE.**
  - B. SANTA FE COMMUNITY HOUSING TRUST – FORECLOSURE COUNSELING.**
  - C. SANTA FE COMMUNITY HOUSING TRUST – CONSTRUCTION OF TWO NET ZERO ENERGY HOMES.**
  - D. HOMEWISE – DOWN PAYMENT ASSISTANCE.**
  - E. YOUTHWORKS – ENERGY CONSERVATION LOANS.**
  - F. ST. ELIZABETH SHELTER – ASSIST IN PURCHASE OF BUILDING.**

**MOTION:** Councilor Wurzbarger moved, seconded by Councilor Romero, to approve this request.

**DISCUSSION:** Councilor Wurzbarger said she wants to emphasize that we don't have the answers in the short term for overflow homeless housing/shelters, and believes we will have the same lack of resources and a large problem.

**FRIENDLY AMENDMENT:** Councilor Wurzbarger would like to amend the motion to approve with a modification to Item #7 on page 1 of the Memorandum, with attachments, from Melissa Dailey, Senior Housing Planner to the Finance/City Council, as follows: "City of Santa Fe – provide funds for 20% down payment and related due diligence) for the purchase of land/apartments that will could provide a One-Stop-Shop for homeless services and permanent housing (\$147,360)." **THE AMENDMENT WAS FRIENDLY TO THE SECOND AND THERE WERE NO OBJECTIONS BY THE OTHER MEMBERS OF THE COMMITTEE.**

**DISCUSSION:** Councilor Dominguez said he likes the amendment, and was going to ask for that amendment as well.

**VOTE:** The motion, as amended, was approved unanimously on a voice vote..

**15. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL APPLICATION SUPPORT SERVICES; MIKE LANCASTER. (CARYN FIORINA)**

***Items 15 and 16 were combined for purposes of presentation and discussion, but were voted upon separately.***

Councilor Romero said her concern is that someone who was intimately involved with failure would then be coming to be a part of fixing the problem..

Ms. Fiorina said initially Kevin Yeaman and Mike Lancaster were part of the solution. The consultant which was part of the failure is longer with the City. She said initially both consultants worked for a company called Leverage, but we contracted with them directly and cut out Leverage and got a lower rate.

Councilor Romero said this is a really high rate, and asked what is the market rate, and if there has been a comparison with other consultants who offer similar services.

Ms. Fiorina said the going rate for other consultants is \$150 per hour, so it is less than what we are paying other consultants. Responding to Councilor Romero, Ms. Fiorina said the contract is plus GRTs.

Councilor Romero asked if this will be sufficient to do the job.

Ms. Fiorina said there is a lot to do with the system we're implementing, so the first \$50,000 would just touch the surface of all the issues and what needs to be done to get the system operational.

Councilor Wurzbarger said we are spending twice the money asked and how are we paying for this.

Ms. Raveling said these funds have been coming from the ½ % CIP.

Chair Ortiz asked if we are doing some kind of arbitration or mediation on the dispute with the original contractor which resulted in these problems.

Ms. Fiorina said she met with the City Attorney and initial discussions have been started.

Councilor Wurzbarger wants a fully functioning system for the \$50,000 contract, instead of process items, saying we're going to remove this and implement that, and wants that added to the contract. for a warranty by the Contractor that the Contractor will warrant the patch work which is performed, and that the Contractor agrees that if the patch work is not completed that the Contractor will undertake and complete the patch work to be done, and will not come back to the City for another Amendment to the contract.

**MOTION:** Councilor Wurzbarger moved, seconded by Councilor Romero, to approve this request, with the condition that language be added by the City Attorney which makes it clear that the deliverable is a fully operational system, and if not, the Contractor will not come back to the City for additional payment, and they will fix the system, however long it takes.

**DISCUSSION:** Councilor Wurzbarger said she doesn't want to have to pay three times for this work.

**VOTE:** The motion was approved unanimously on a voice vote.

**16. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – PROVIDE TECHNICAL APPLICATION SUPPORT SERVICES; KEVIN YEAMAN. (CARYN FIORINA)**

**MOTION:** Councilor Wurzbarger moved, seconded by Councilor Romero, to approve this request, with the condition that language be added by the City Attorney which makes it clear that the deliverable is a fully operational system, and if not, the Contractor will not come back to the City for additional payment, and they will fix the system, however long it takes.

**VOTE:** The motion was approved unanimously on a voice vote.

**17. REQUEST FOR APPROVAL OF INTERIM PROPOSAL – PLAZA IMPROVEMENTS – ELECTRICAL PANEL AND INSTALL STREET LIGHTS. (CHIP LILIENTHAL).**

Councilor Romero recalled comments from the Public Works Committee about fixing the problem, but wanting to look at all solutions. She understood Mr. Lilienthal was going to look into this and provide a variety of options, and this is a patch option. She said other members of the Public Works Committee didn't recall it had gone in this direction – not even to paint it and leave it alone. She said there is concern that once we do something as an interim solution, that we would limp along for years with a temporary solution which doesn't fix our problems. She doesn't believe this was the direction to staff on this item, and has asked for the minutes of that PWC meeting.

**MOTION:** Councilor Romero moved, seconded by Councilor Wurzbarger, to remand this to the Public Works Committee, and to take no action on this item, or move this item forward to Council until we have some sort of solution.

**VOTE:** The motion was approved unanimously on a voice vote.

**19. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – STREAM GAGING SERVICES ON THE SANTA FE RIVER (RFP NO. 10/20/P); WATERSHED WEST, LLC. (CLAUDIA BORCHERT)**

Chair Ortiz is concerned about paying \$60,000 to measure the river in these economic times. He asked if we could not do this, or spend less money, and asked the purpose of this PSA.

Dale Lyons said this is a three-year contract at \$20,000 per year. He said the stream gauging on the Santa Fe River is necessary, and without it we wouldn't know how much water we release from the reservoirs. He said, secondly, we will be submitting an application for return flow credit, and we need to document how much water is flowing in the river, especially now we are releasing on a regular basis. And thirdly, if we hope to restore the River, we want to know how the water is behaving in the channel. These are the reasons we need the gauging of the river.

**MOTION:** Councilor Bushee moved, seconded by Councilor Romero, to approve this request.

**DISCUSSION:** Councilor Bushee said we also have issues around acequias, so we need to monitor the water, so this all has to happen.

**VOTE:** The motion was approved unanimously on a voice vote.

**23. REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING APPROVAL OF THE DOWNTOWN PARKING AND TRANSIT PLAN AS PREPARED, AND SUBMITTED FOR CONSIDERATION BY THE DOWNTOWN PARKING AND TRANSIT WORKING GROUP (COUNCILOR WURZBURGER). (JON BULTHUIS) Committee Review: Transit Advisory Board (Denied) 4/06/10; Public Works (Approved) 4/12/10; and Council (Scheduled) 4/28/10. Fiscal Impact – Yes.**

Councilor Romero said she understand that under usual circumstances task forces and working groups are put together and approved. She asked who serves on this Working Group.

Councilor Wurzburger said it is staff of Transit and Parking, Jon Bulthuis, Marilyn Bayne, a downtown business person, Courtney and Bob Jones which originally were to work on the transit stops. She said this has been taken to the Transit Advisory Board, which was to provide a recommendation for incorporation into the minutes.

Councilor Romero said then it would be better to remand this back to the Transit Advisory Board for further development and clarification of some of the issues, noting that Board denied this request.

Mr. Bulthuis said they did and they requested several revisions, but he doesn't know what those were.

Councilor Wurzburger said those recommendations aren't in the packet.

**MOTION:** Councilor Romero moved, seconded by Councilor Wurzburger, to remand this item back to the Transit Advisory Board to address their issues and concerns, and then return it to the Finance Committee for consideration at its meeting on May 17, 2010.

**DISCUSSION:** Councilor Romero said the Transit Advisory Board needs to fully vet this and then send it back to the Finance Committee, since it already has been approved by the Public Works Committee..

Councilor Bushee asked how this group came to be formed.

Mr. Bulthuis said he was directed to work with this working group. It was a directive from then City Manager Galen Buller, and he understood the working group was something which was spearheaded by Councilor Wurzburger.

Councilor Wurzburger said she spearheaded the group at the time to get something moving on the shuttle to the Rail Runner, in conjunction with the City Manager and the Mayor.

Councilor Bushee said she has probably introduced 5 Resolutions to address all of these issues – bicycle lockers, car sharing, bicycle sharing and so forth. She doesn't want staff going in so many directions.

Councilor Wurzburger said she is glad something finally came out that can be taken to the Transit Advisory Board, and will take this as a chastisement.

Councilor Bushee said it isn't meant to chastise, but she is concerned about process, and understands the urgency with the Rail Runner coming in. She is grateful that the Pick Up came about from this process. However, she wants to send it back to the group which is in charge.

Councilor Wurzburger said she is fully comfortable in doing that.

**VOTE:** The motion was approved unanimously on a voice vote.

27. **REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 23-5.5 SFCC 1987, REGARDING PLAZA PUSH CART VENDORS TO INCREASE THE NUMBER OF PUSH CART VENDORS FROM FOUR(4) TO FIVE (5) (COUNCILOR CHAVEZ). (SEVASTIAN GURULE)**  
**Committee Review: Public Works (Denied) 4/12/10; Council (Request to Publish) 4/28/10; and Council (Public Hearing) 5/26/10. Fiscal Impact – Yes**

Chair Ortiz noted he is a cosponsor of this bill.

Councilor Romero said she moved to deny this at Public Works for a number of reason, but most importantly because she doesn't believe this is the best way to make policy. She said a task force put together the number of pushcarts which would be on the Plaza, and the vendors went through a process, and one vendor didn't make the cut. The vendor petitioned all of the Councilors. She said this action undermines the process.

**MOTION:** Councilor Romero moved, seconded by Councilor Dominguez, to deny this request.

**DISCUSSION:** Councilor Bushee asked Mr. Gurule to work with this vendor to see if he can find him a spot at the Railyard.

Mr. Gurule said he will work with him, noting they have offered to help him find a place at the Railyard or on other private property.

Councilor Bushee said the vendor was very close and just missed the cutoff, and wants to stay on the Plaza, commenting that he can come back next year and try again. She said she doesn't want to open the process further, and wants to back-up staff on this issue.

**VOTE:** The motion was approved on a voice vote, with Councilors Bushee, Dominguez, Romero and Wurzbarger voting in favor of the motion, and Chair Ortiz expressing his dissension with the Motion to Deny.

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**END OF CONSENT CALENDAR DISCUSSION**  
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## **DISCUSSION**

**34.     *[This item was moved to be heard after Item #6 on the Information Items]***

## **35.     MATTERS FROM THE COMMITTEE**

Chair Ortiz said there was a request to hold the next Finance Committee meeting at 5:00 p.m., and it was the consensus among the Committee to do so.

Chair Ortiz reiterated that the Budget Hearings will be held on May 4 and May 11, 2010, 10:00 a.m. to 2:00 p.m., in the Council Chambers, with the regular meeting on May 17, 2010, as the backup to wrap-up what does not get done.

## **36.     ADJOURN**

There was no further business to come before the Committee, and the meeting was adjourned at 6:25 p.m.

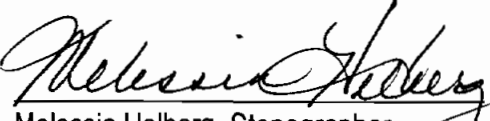
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Matthew E. Ortiz, Chair

Reviewed by:

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Kathryn R. Raveling, Acting Director  
Department of Finance



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Melessia Helberg, Stenographer