



# Agenda

FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
AUGUST 16, 2010 – 5:00 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 8-13-10 TIME 3:47pm

SERVED BY \_\_\_\_\_

RECEIVED BY tydominguez

AUGUST 2, 2010

## CONSENT AGENDA

6. BID OPENINGS:
  - A. BID NO. 10/26/B – ARROYO DE TORREON EROSION CONTROL AND BANK STABILIZATION (PHASES I, II AND III) AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR SOLID WASTE DIVISION; BLUELINE CONSTRUCTION, INC. (REGINA WHEELER)
    1. REQUEST FOR APPROVAL OF BUDGET TRANSFER – SOLID WASTE FUND
  - B. BID NO. 11/01/B – CITY WIDE WATER UTILITY PAVEMENT RESTORATION AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR WATER DIVISION; ADVANTAGE ASPHALT & SEAL COATING LLC (BILL HUEY)
  - C. BID NO. 11/04/B – WATER MAIN REPLACEMENTS PROJECT (PHASE I) AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR WATER DIVISION; BLUELINE CONSTRUCTION, INC. (STEPHANIE REYNOLDS)
7. REQUEST FOR APPROVAL OF PROCUREMENT UNDER COOPERATIVE PRICE AGREEMENT – AUTOMATED REFUSE CARTS FOR SOLID WASTE DIVISION; TOTER, INC. (REGINA WHEELER)
  - A. REQUEST FOR APPROVAL OF BUDGET TRANSFER – SOLID WASTE FUND



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8. REQUEST FOR APPROVAL OF MAINTENANCE AGREEMENT – LIBRARY SOFTWARE AND MAINTENANCE SERVICES FOR LIBRARY DIVISION; INNOVATIVE INTERFACES, INC. (PATRICIA HODAPP)
9. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT – CONSTRUCTION SUPPORT SERVICES FOR SANTA FE CANYON HYDROPOWER PROJECT FOR WATER DIVISION; AECOM TECHNICAL SERVICES, INC. (DALE LYONS)
10. REQUEST FOR APPROVAL OF BUDGET INCREASE FOR WATER CONSERVATION REBATE PROGRAM FOR WATER DIVISION (DANIEL RANSOM)
11. REQUEST FOR APPROVAL OF BUDGET INCREASE AND TRANSFER FOR CHANGE ORDER NO. 15 FOR DESIGN-BUILD AND CONSTRUCTION OF BOOSTER STATION 3-4 PARALLEL PIPELINE; BUCKMAN DIRECT DIVERSION BOARD AND CH2M HILL/WESTERN SUMMIT CONSTRUCTORS JOINT VENTURE (RICK CARPENTER AND MARK RYAN)
12. REQUEST FOR APPROVAL OF ADMINISTRATIVE SERVICES AGREEMENT – FISCAL YEAR 2010/2011 THIRD PARTY ADMINISTRATIVE SERVICES/STOP LOSS INSURANCE SERVICES; UNITED HEALTHCARE INSURANCE COMPANY (VICKI GAGE)
13. REQUEST FOR APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT 2009/2010 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REVIEW (CAPER) (KYM DICOME)

Committee Review:

City Council (request to publish)	8/25/10
Community Development Commission (recommendation)	9/15/10
City Council (public hearing)	9/15/10

14. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING – AIRPORT ROAD SAFETY IMPROVEMENTS PROJECT; SANTA FE COUNTY (DESIRAE LUJAN)



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FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
AUGUST 16, 2010 – 5:00 PM

15. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE TRANSFER OF THREE ACRE FEET OF WATER FROM THE CITY'S EXISTING WATER SUPPLY CURRENTLY BEING USED BY LUNA LAUNDRY AT 7620 BACA LANE TO 3138 RUFINA STREET (COUNCILOR CALVERT) (BRIAN SNYDER)

Committee Review:

Public Utilities (approved)  
City Council (scheduled)

8/4/10  
8/25/10

Fiscal Impact – Yes

16. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO PREPARE A LEASE WITH !YOUTHWORKS! FOR THE USE OF VACANT MUNICIPAL REAL PROPERTY OFF RODEO ROAD ADJACENT TO THE GENOVEVA CHAVEZ COMMUNITY CENTER (MAYOR COSS) (KATE NOBLE)

Committee Review:

Public Works (scheduled)  
City Council (scheduled)

8/23/10  
8/25/10

Fiscal Impact – No

17. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING PUBLICATION OF A NOTICE OF SALE OF \$10,300,000 CITY OF SANTA FE, NEW MEXICO GENERAL OBLIGATION TAX-EXEMPT BONDS, SERIES 2010, AND AUTHORIZING THE CITY COUNCIL, CITY OFFICERS AND CITY EMPLOYEES TO TAKE FURTHER ACTION NECESSARY IN CONNECTION WITH THE SALE OF THE BONDS (KATHRYN RAVELING)

***END OF CONSENT AGENDA***

**DISCUSSION**

18. REQUEST FOR APPROVAL OF COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2009 (TERESITA GARCIA) (To be presented at Finance Committee meeting of August 16, 2010)
19. DISCUSSION AND REQUEST FOR DIRECTION ON THE 2012/2016 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP) (ISAAC PINO)



# Agenda

FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
AUGUST 16, 2010 – 5:00 PM

20. REQUEST FOR APPROVAL OF 2010/2011 UNION/MANAGEMENT NEGOTIATIONS AGREEMENT; SANTA FE POLICE OFFICER'S ASSOCIATION (DEPUTY CHIEF ABRAM ANAYA)
21. REQUEST FOR APPROVAL OF A RESOLUTION REPEALING RESOLUTION NO. 2009-31; AND DIRECTING STAFF TO PREPARE THE NECESSARY DOCUMENTS TO COMPLETE THE DONATION OF 5.7 ACRES OF VACANT CITY OWNED LAND LOCATED ADJACENT TO THE SANTA FE NATIONAL CEMETERY TO THE NATIONAL CEMETERY ADMINISTRATION, DEPARTMENT OF VETERAN'S AFFAIRS (MAYOR COSS, COUNCILORS CALVERT, BUSHEE, WURZBURGER AND TRUJILLO) (EDWARD VIGIL)

Committee Review:

Public Works (approved)

7/12/10

City Council (scheduled)

8/25/10

Fiscal Impact – Yes

22. REQUEST FOR APPROVAL TO FILL VACANT POSITIONS (ROBERT ROMERO)
23. OTHER FINANCIAL INFORMATION:
  - A. DISCUSSION AND REQUEST FOR DIRECTION ON CONTRACTS, REQUEST FOR PROPOSALS (RFP'S), AND RENEWAL CLAUSES (KATHRYN RAVELING)
24. MATTERS FROM THE COMMITTEE
25. 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, August 16, 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 [approved]	1-2
APPROVAL OF CONSENT AGENDA	Approved [amended]	2
CONSENT AGENDA LISTING		2-3
APPROVAL OF MINUTES: AUGUST 12, 2010 – REGULAR FINANCE COMMITTEE MEETING	Approved	3-4
<b><u>CONSENT CALENDAR DISCUSSION</u></b>		
REQUEST FOR APPROVAL OF PROCUREMENT UNDER COOPERATIVE PRICE AGREEMENT – AUTOMATED REFUSE CARTS FOR SOLID WASTE DIVISION; TOTER, INC.	Approved	4
REQUEST FOR APPROVAL OF BUDGET TRANSFER – SOLID WASTE FUND	Approved	4
*****		
END OF CONSENT CALENDAR DISCUSSION		
*****		
<b><u>DISCUSSION</u></b>		
REQUEST FOR APPROVAL OF COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2009	Postponed to 8/30/10	4
DISCUSSION AND REQUEST FOR DIRECTION ON THE 2012/2016 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP)	Postponed to 8/30/10	5-6
REQUEST FOR APPROVAL OF 2010/2011 UNION/MANAGEMENT NEGOTIATIONS AGREEMENT; SANTA FE POLICE OFFICER'S ASSOCIATION	Approved a/a w/direction to staff	6-9

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
REQUEST FOR APPROVAL OF A RESOLUTION REPEALING RESOLUTION NO. 2009-31; AND DIRECTING STAFF TO PREPARE THE NECESSARY DOCUMENTS TO COMPLETE THE DONATION OF 5.7 ACRES OF VACANT CITY OWNED LAND LOCATED ADJACENT TO THE SANTA FE NATIONAL CEMETERY TO THE NATIONAL CEMETERY ADMINISTRATION, DEPARTMENT OF VETERANS'S AFFAIRS	Approved	9-10
REQUEST FOR APPROVAL TO FILL VACANT POSITIONS	Approved [amended]	10-11
<b><u>OTHER FINANCIAL INFORMATION:</u></b>		
DISCUSSION AND REQUEST FOR DIRECTION 11- ON CONTRACTS, REQUEST FOR PROPOSALS (RFP'S), AND RENEWAL CLAUSES	Information/discussion	11-13
MATTERS FROM THE COMMITTEE	Information/discussion	13-14
ADJOURNMENT		15

**MINUTES OF THE  
CITY OF SANTA FE  
FINANCE COMMITTEE  
Monday, August 16, 2010**

**1. CALL TO ORDER**

A meeting of the City of Santa Fe Finance Committee was called to order by Acting Chair Rebecca Wurzburger, at approximately 5:00 p.m., on Monday, August 16, 2010, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT:**

Councilor Patti J. Bushee  
Councilor Rosemary Romero  
Councilor Carmichael A. Dominguez  
Councilor Rebecca Wurzburger

**MEMBERS EXCUSED:**

Councilor Matthew E. Ortiz, Chair

**OTHERS ATTENDING:**

Kathryn Raveling, Finance Director  
Yolanda Green, Finance Department  
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**

Acting Chair Wurzburger said Chair Ortiz has asked that Item #18 be postponed to the meeting of August 30, 2010, so he can be in attendance.

Ms. Raveling said a revised agenda was passed out to the Committee for Item #13 which need to include a request for a public hearing.

**MOTION:** Councilor Dominguez moved, seconded by Councilor Romero, to approve the agenda, as amended.

**VOTE:** The motion was approved on a voice vote [Absent for the vote: Councilor Bushee].

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

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

**VOTE:** The motion was approved on a voice vote [Absent for the vote: Councilor Bushee].

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#### **CONSENT AGENDA**

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#### **6. BID OPENINGS:**

- A. **BID NO. 10/26/B – ARROYO DE TORREON EROSION CONTROL AND BANK STABILIZATION (PHASES I, II AND III) AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR SOLID WASTE DIVISION; BLUELINE CONSTRUCTION, INC. (REGINA WHEELER)**
  - 1. **REQUEST FOR APPROVAL OF BUDGET TRANSFER – SOLID WASTE FUND.**
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- C. **BIG NO. 11/04/B – WATER MAIN REPLACEMENT PROJECT (PHASE I) AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR WATER DIVISION; BLUELINE CONSTRUCTION, INC. (STEPHANIE REYNOLDS)**

#### **7. *[Removed for discussion by Councilor Wurzbarger]***

- 8. **REQUEST FOR APPROVAL OF MAINTENANCE AGREEMENT – LIBRARY SOFTWARE AND MAINTENANCE SERVICES FOR LIBRARY DIVISION; INNOVATIVE INTERFACES, INC. (PATRICIA HODAPP)**
- 9. **REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT – CONSTRUCTION SUPPORT SERVICES FOR SANTA FE CANYON HYDROPOWER PROJECT FOR WATER DIVISION; AECOM TECHNICAL SERVICES, INC. (DALE LYONS)**

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14. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING – AIRPORT ROAD SAFETY IMPROVEMENTS PROJECT; SANTA FE COUNTY. (DESIRAE LUJAN)
15. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE TRANSFER OF THREE ACRE FEET OF WATER FROM THE CITY'S EXISTING WATER SUPPLY CURRENTLY BEING USED BY LUNA LAUNDRY AT 7620 BACA LANE TO 3138 RUFINA STREET (COUNCILOR CALVERT). (BRIAN SNYDER) Committee Review: Public Utilities (approved) 8/4/10; and City Council (scheduled) 8/25/10. Fiscal Impact – Yes.
16. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO PREPARE A LEASE WITH YOUTHWORX! FOR THE USE OF VACANT MUNICIPAL REAL PROPERTY OFF RODEO ROAD ADJACENT TO THE GENOVEVA CHAVEZ COMMUNITY CENTER (MAYOR COSS). (KATE NOBLE) Committee Review: Public Works (scheduled) 8/23/10; and City Council (scheduled) 8/25/10. Fiscal Impact – No.
17. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING PUBLICATION OF A NOTICE OF SALE OF \$10,300,000 CITY OF SANTA FE, NEW MEXICO, GENERAL OBLIGATION TAX-EXEMPT BONDS, SERIES 2010, AND AUTHORIZING THE CITY COUNCIL, CITY OFFICERS AND CITY EMPLOYEES TO TAKE FURTHER ACTION NECESSARY IN CONNECTION WITH THE SALE OF THE BONDS. (KATHRYN RAVELING)

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#### END OF CONSENT AGENDA

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#### 5. APPROVAL OF MINUTES: AUGUST 12, 2010 – REGULAR FINANCE COMMITTEE MEETING

**MOTION:** Councilor Romero moved, seconded by Councilor Dominguez, to approve the minutes of the Regular Finance Committee Meeting of August 12, 2010, as presented.

**VOTE:** The motion was approved on a voice vote [Absent for the vote: Councilor Bushee].

### **CONSENT CALENDAR DISCUSSION**

- 7. REQUEST FOR APPROVAL OF PROCUREMENT UNDER COOPERATIVE PRICE AGREEMENT – AUTOMATED REFUSE CARTS FOR SOLID WASTE DIVISION; TOTER, INC. (REGINA WHEELER)**  
**A. REQUEST FOR APPROVAL OF BUDGET TRANSFER – SOLID WASTE FUND.**

Councilor Wurzbarger said there were questions previously about some of the damage to the carts due to rough treatment by staff, and asked someone to speak to this issue.

Brian Snyder said the Solid Waste has instituted a tracking system to identify carts as they come in and from what route, and tie that back to the truck. He said there is a tension in the grabber on the side of the truck which can be adjusted. So, when they find a failure, they track it back to the truck and deal with the issue. Additionally, the Division is doing some preventive maintenance on the trucks when they come in for routine maintenance, and they look at the truck to assure that the tension is set correctly. So, there is tracking and an effort to resolve this issue before there is a problem.

Acting Chair Wurzbarger said she hasn't received as many complaints in this regard as she have previously.

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

**VOTE:** The motion was approved on a voice vote [Absent for the vote: Councilor Bushee].

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

- 18. REQUEST FOR APPROVAL OF COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2009 (TERESITA GARCIA) (To be presented at Finance Committee meeting of August 16, 2010.)**

This item was removed from the Agenda to be heard at the meeting of August 30, 2010.

**19. DISCUSSION AND REQUEST FOR DIRECTION ON THE 2012/2016 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP). (ISAAC PINO)**

Isaac Pino, Public Works Director, said there isn't much to say on the "wish list," as this point. He said submittal of the list is due to DFA at the end of September, and staff is trying to meet that deadline. However, we will need to set priorities on some of the items between now and the end of November, to submit to the Santa Fe Legislative Delegation. He said there will be several opportunities over the next 3 months to flesh out which projects we want to submit as priorities..

Councilor Romero said as she recalls, at the last Public Works Committee meeting, Councilor Dominguez had requested that the Senior Center next to Genoveva Chavez Center be included. She said there were not funds at the State level for senior centers, noting YouthWorks is going to be moving into the portables next to Genoveva Chavez. She was surprised to see the Senior Center request on this list.

Mr. Pino said the Senior Center is actually attached to the GCCC, and east of the site where YouthWorks would be located, so it becomes more an issue of whether we have sufficient parking, including the lower lot.

Councilor Romero said that takes care of the location. However, there is still the issue that the Senior Centers aren't supported by the State, so we don't have funding for long term support for Senior Centers, as she understands it.

Mr. Pino said the Senior Center funding continues to be a problem, noting he left things on the list for further consideration as we move forward. He said the state of funding of senior centers right now is greatly reduced, and it is doubtful there would be funding for an additional center.

Councilor Romero suggested this Senior Center be removed, and let other things fill in the gap. She said she thought that was the direction in which the City was moving, based on the discussion at the Public Works meeting. She said Councilor Calvert noted that the \$250,000 for the Food Depot is something we all agreed on.

Mr. Pino said the Senior Center could go away, but he doesn't believe Councilor Trujillo was ready to do that.

Councilor Romero understood Councilor Trujillo wasn't in favor of it, given the current realm of funding.

Councilor Dominguez said he recalls staff talking about how they would like for the list to be broad in general because it is there for funding in the event funding does become available. He said he believes it is okay to keep it on the list. He asked if this item has to go back to Public Works for final approval and then to the Council, or if it goes straight from Finance to the City Council.

Mr. Pino said he has been advised that it has to go back to Public Works, and then to the City Council.

Acting Chair Wurzburger asked if the entire list has to go back. She recalls that the next step is that we would go back to set priorities before it goes to the City Council, which is the rationale for leaving the list as large as possible until the last minute. The critical point is when we set our 5 priorities.

Councilor Dominguez said additional items were placed on the list at Public Works.

Mr. Pino said the list presented to Public Works is the same list which was presented last year, and there will be an several opportunities to deal with the priorities, particularly with the Santa Fe Legislative Delegation.

Acting Chair Wurzburger said she understands this will go back to the Public Works Committee where Councilor Romero can deal with the issue she raised, in the context of having Councilor Trujillo in attendance.

Councilor Romero agreed, noting the Senior Center didn't fit the priorities and didn't have funding.

**MOTION:** Councilor Dominguez moved, seconded by Councilor Romero, to send this item back to Public Works for a final decision before going forward to the City Council.

**VOTE:** The motion was approved on a voice vote [Absent for the vote: Councilor Bushee].

*Councilor Bushee arrived at the meeting*

**20. REQUEST FOR APPROVAL OF 2010/2011 UNION/MANAGEMENT NEGOTIATIONS AGREEMENT; SANTA FE POLICE OFFICER'S ASSOCIATION. (DEPUTY CHIEF ABRAM ANAYA)**

Officer Robert Contreras presented information from the Memorandum dated August 3, 2010, with attachments, to Mayor David Coss, from Deputy Chief Abram Anaya, regarding 2010/2011 Union Management Negotiations with the Police Officers Association. A copy of the Memorandum is in the Committee packet.

Councilor Romero said the agreement is for the period June 30, 2010 to 2011, noting an error on page 5 of the report which needs to be corrected.

Councilor Bushee asked when we will be dealing with the take home policy as part of the negotiations.

Officer Contreras said the Committee has been formed.

Councilor Bushee understood that issue was to have been negotiated in this contract, and that it was part of the negotiations.

Robert Romero said they are trying to negotiate this now for the next contract, noting it was impossible to do that for this contract.

Councilor Bushee said Albuquerque managed to do it, and asked if there is a reason Santa Fe can't do it.

Mr. Romero said the budget was approved without making changes. He understands the group was supposed to meet to look into it further, but that issue was supposed to be a part of next year's budget.

Councilor Bushee said she began inquiring about this six months ago.

Councilor Romero noted the committee was just formed in past two weeks. She asked if the Committee comes up with a budget, if we can do a budget change if there is significant change in next 6 months, although our budget already has been submitted for DFA approval.

Mr. Romero said there are several issues. He said it is possible that it could have been done at the time of the budget, but it may already have been agreed that we wouldn't touch it, and he will look into that. He said, secondly, the contract specifies the number of things we can discuss, so he will have to look at the contract to see if it is possible to open it. He said this is only a one year contract, so we can start now to negotiate for next year's budget. Mr. Romero stressed that the City can't violate the contract, so he will look into the options. He said the Committee could decide not to approve the contract, and go back into negotiations, commenting that this is a possibility.

Acting Chair Wurzbarger asked if the take-home car policy is in the contract, and Mr. Romero said it is.

Councilor Bushee said she thought it was pretty clear, and fairly agreed across the Council, that we wanted to pursue this. She said this would be a budget savings and wouldn't cost the City anything, so she doesn't believe "the budget is a very good excuse."

**MOTION:** Councilor Bushee moved to postpone this item until the vehicle take home policy can be negotiated. **THE MOTION FAILED FOR LACK OF A SECOND.**

Acting Chair Wurzbarger asked if there is a way within an existing contract to bring back an issue because of the number of items which can be discussed.

Mr. Romero reiterated that he will look at this, noting issues can be revisited if both parties agree.

Acting Chair Wurzbarger asked if there is an opinion from the Police Officers.

Mr. Romero can we can change things, but the union would have to agree.

Acting Chair Wurzbarger asked that the record reflect that she asked if we get an answer, sooner rather than later, on the issues, that would open the door to see whether something can be done, and Mr. Romero said this is correct.

Councilor Romero said she recalls there would be a savings, but it isn't clear what would be the maximum savings. She said if there is \$65,000 in savings, that could be evaluated later in the year.

Acting Chair Wurzbarger said an important part of this discussion throughout the budget hearings was not just the savings of \$65,000, it also was the notion of the full economic impact of people working here who do not live here. .

Councilor Bushee asked how the \$65,000 savings was calculated.

Mr. Romero said there was a Memo from the Chief during the budget process, and no decisions were made because it had to be negotiated, and the reason the Committee was formed.

Councilor Bushee asked if there is a timeline for the Committee to complete its work.

Mr. Romero said he will meet with the Chief in this regard.

Councilor Bushee said, "I had an officer put a pen to paper and calculate just roughly during the budget process and it was far more than \$65,000."

Mr. Romero reiterated that he will have to look into this.

Councilor Wurzbarger said it is disappointing that there is nothing available at this time, and suggested that the motion include direction to staff that we want to expedite the timeline.

**MOTION:** Councilor Romero moved, seconded by Councilor Dominguez, to approve this request, with direction to staff that this Committee report back to this Committee not later than 6 months from now..

**FRIENDLY AMENDMENT:** Councilor Wurzbarger would like to amend the motion to provide that the Committee specifically is requesting the Chief to provide a timeline by the next meeting with regard to when this item will be brought back to this Committee for consideration. **THE AMENDMENT WAS FRIENDLY TO THE MAKER AND SECOND, AND THERE WERE NO OBJECTIONS BY THE OTHER MEMBERS OF THE COMMITTEE..**

**DISCUSSION:** Councilor Wurzbarger thanked Officer Contreras for the work reflected in the Memo and said she personally is very grateful for the strategy pursued, with respect to "longevity with respect to the increase which we don't have. And I want to be sure the public understood that".

**FRIENDLY AMENDMENT:** Councilor Dominguez would like to amend the motion to ask the Police Chief to provide a rationale as to why this policy was implemented initially. He presumes the idea is they would be able to recruit more, and if this is still a factor, considering the current economy. **THE AMENDMENT WAS FRIENDLY TO THE MAKER, AND THERE WERE NO OBJECTIONS BY THE OTHER COUNCILORS.**

**VOTE:** The motion, as amended, was approved on the following Roll Call vote:

**For:** Councilor Wurzbarger, Councilor Dominguez, Councilor Romero.

**Against:** Councilor Bushee.

**Explaining her vote:** Councilor Bushee said, "I'm going to vote no for now, and see if we can't speed up the process of consideration of the vehicle take home policy, which I hope is already in the works."

21. **REQUEST FOR APPROVAL OF A RESOLUTION REPEALING RESOLUTION NO. 2009-31; AND DIRECTING STAFF TO PREPARE THE NECESSARY DOCUMENTS TO COMPLETE THE DONATION OF 5.7 ACRES OF VACANT CITY OWNED LAND LOCATED ADJACENT TO THE SANTA FE NATIONAL CEMETERY TO THE NATIONAL CEMETERY ADMINISTRATION, DEPARTMENT OF VETERANS'S AFFAIRS (MAYOR COSS, COUNCILORS CALVERT, BUSHEE, WURZBURGER AND TRUJILLO). (EDWARD VIGIL) Committee Review: Public Works (approved) 7/12/10; and City Council (scheduled) 8/25/10.**

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

**DISCUSSION:** Councilor Bushee said it is her understanding that the veterans and the Mayor met and the veterans, the people from Washington and the state are not interested in pursuing the previous arrangement with Mr. Tafoya and asked Ms. Price if she can confirm this.

Ms. Price said that is her understanding from the attorney.

Councilor Romero asked if the \$250,000 that would have come back to the City is off the table.

Ms. Price said yes, this is strictly a donation of land.

Councilor Bushee said it is strictly a donation and has been since this process was initiated under Mayor Delgado. She quoted from page 2 of the Resolution, "WHEREAS, Resolution 2009-31 excluded from the donation approximately 0.7 acres of the city's parcel that includes the ridgeline which serves as a sound barrier to U.S. Highway 285 for adjacent residential areas as well as an existing trail..." She said the trail itself was not something in which the cemetery group was interested.

Acting Chair Wurzburger said she has a problem in approving a Resolution, "which as we are speaking, we recognize that the trail part is not in the Resolution."

Councilor Bushee said they don't want a trail.

Acting Chair Wurzburger suggested the motion include a revision of the Resolution.

Councilor Bushee said it is already in the Resolution. She said the previous Resolution asked Mr. Tafoya for a trail on his property, if that is still possible when "he comes in with whatever he's coming in with."

Councilor Bushee wants to move forward and not delay this further.

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

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

Robert Romero said he is asking to fill positions as detailed in his memorandum of August 16, 2010 to the Finance Committee, and reviewed that list. A copy of the Memorandum is included in the Committee packets.

Councilor Romero noted a Parking Section Supervisor for Enforcement is listed. She asked what is happening with Bill Hon.

Mr. Romero said this isn't Mr. Hon's position. He said Mr. Hon had surgery, is on medical leave for another month, and believes he will retire before the end of the year, although Mr. Hon has made no final decision. He said Sevastian Gurule is filling Mr. Hon's position in the interim.

Acting Chair Wurzburger understood we would be holding off filling the position of Community Development Director until we receive the results of the 6 month process to refine priorities. She is concerned about the time. They are looking for someone with a strong background in Economic Development, and she believes how the job is defined, including the relationship between Economic Development and affordable housing, is very important. She said it is only recently that this connection was made – affordable housing is an important part of the economic strategy because of the issue of "leakage." She asked if we can spend more time in defining the job.

Mr. Romero said that would be okay.

Councilor Wurzburger said it only needs to be held until the next Finance Committee meeting.

Responding to Councilor Bushee, Mr. Romero said there is a Long Range Planning Division, an Economic Development Division, and "Housing is all over the place." He said of the 16 people that worked there, 12 worked with Ms. McCormick. He said the organizations needs to be cleared up.

Acting Chair Wurzburger would like that cleared up before advertising the position.

Councilor Bushee said we need to discuss whether the combined reorganization worked well, and if they are to be kept together, there needs to be a mini-reorganization, and there needs to be a discussion and this item shouldn't be on consent.

Mr. Romero said this item isn't on consent, it is on the Discussion Agenda.

Councilor Bushee said she is speaking of this in the future when it comes back..

**MOTION:** Councilor Romero moved, seconded by Councilor Dominguez, to approve the positions listed in the Memorandum of August 16, 2010, as submitted to this Committee, with the exception of the position of Community Development Director, which will be considered at the next Finance Committee meeting after the meeting of the Business and Quality of Life Committee.

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

## **23. OTHER FINANCIAL INFORMATION:**

### **A. DISCUSSION AND REQUEST FOR DIRECTION ON CONTRACTS, REQUEST FOR PROPOSALS (RFP'S), AND RENEWAL CLAUSES. (KATHRYN RAVELING)**

Ms. Raveling noted her Memorandum of August 9, 2010, and reviewed the content of the Memorandum. A copy of the Memorandum is in the Council packets. Please see this Memorandum for the specifics of this presentation.

Acting Chair Wurzburger said Chair Ortiz has a special interest in this matter, and would like to be here for this item.

Councilor Bushee she doesn't doubt that it eliminates "a fair amount of paperwork and bureaucratic hoops to do these multi-year contracts. But, what I am trying to encourage is an era of competition that I think is missing from this process. So, when I note that a particular contractor, who really at this point, has a monopoly on, you know, let's point it out, this particular one on security throughout the City almost everywhere, I want to know if they're the only ones qualified to bid. But, when I read that they are, out of the kindness of their heart, offering us a 5% discount, or what have you, I think, well are we negotiating hard enough. Are we getting the kind of competitive bids so we can, in effect, not create monopolies on particular contracts and industries in the City, and break it down enough that we can encourage... and it may be that there are not a number of other contracts... and I'm not trying to pick on

this one because I know they're offering a good service. I'm just saying it brought to me, to my attention anyhow, that perhaps our process could engender a little better atmosphere of competition."

Councilor Bushee continued, "And I don't want to create more work for staff, but I do know, you know, that amendments for a half a million dollars, and you know... I've seen more than 5 year contracts in here.... and I guess, you know, and I don't mean to ask this the same way each time, but I keep getting the same answer each time, as to this is easier, we're not breaking any laws. I don't think you are. I'm not accusing staff of that. I am just looking for another model, perhaps.... in this particular economic climate, we might get a little more competition going, you know, and save the City some money."

Councilor Wurzbarger said, "I agree with everything you're saying." She said the Business & Quality of Life Committee has a separate Committee right now, working with "Robert" about how we can get the word out so more people apply.

Councilor Bushee asked if any of the contracts have been broken down so smaller companies can compete.

Councilor Wurzbarger said this has been done, in terms of bonding requirements that came out of BQL, and they're looking at how we can do more. There should be a report from that Committee within the next 2 months.

Councilor Bushee said she is hoping to see more start-ups locally, saying she is sure everyone wants the same thing, it is just how to get there.

Councilor Dominguez said this is somewhat of a slippery slope for the City, because many times, RFPs are so specific to something that perhaps only can be provided by one person. However, we don't have the expertise to know whether that specificity is legitimate. He again cautioned that it can be a slippery slope, and we need to be sure to provide the competitive spirit which gives us the best deal, the best price. He is interested to see what comes from the Committee.

Councilor Romero and said at a previous Public Works Committee, Mr. Rodarte gave a presentation, and there is still a lot of work being done. He will be doing a power point at one of the next Public Works meetings, and he will walk us through the process. She said he presented some great information, including a Dunn & Bradstreet presentation on categories which would be linked to business licenses. She said they are working to make it a much more open process, and get as many people as possible into the process. She is looking forward to that and the BQL report.

Acting Chair Wurzbarger said that is in conjunction with what BQL has been doing, and that will spin off into a public meeting.

Councilor Bushee would like the presentation do be done to this Committee, and asked when the BQL recommendation will be forthcoming.

Acting Chair Wurzburger said before November/December, there will be a public meeting.

Councilor Bushee asked if we should wait to have a public discussion, and Acting Chair Wurzburger said that would be her recommendation.

Councilor Bushee asked whoever is rushing to put the Audit Committee together, also to have something in terms of contracts..

### **Gross Receipts**

A copy of "City of Santa Fe Total Gross Receipts Taxes Collected," dated August 16, 2010, is incorporated herewith to these minutes as Exhibit "1."

Ms. Raveling said the GRTs for this month is good years. She said after almost two years of negatives, there is an increase. The GRTs are 4.23% up from the same month last fiscal year. She said we are now on budget, but there isn't enough to make up to the previous levels of two years ago, before the economy started to decline.

Councilor Bushee said but we are still 1.26% down, so we're not exactly on budget..

Acting Chair Wurzburger said, in terms of budget projects, we are finally getting even, although we're not at the previous levels.

Mr. Romero said the GRTs are down 1.26% from last year, but because we budgeted lower than last year, we're even with our budget projections.

Acting Chair Wurzburger said this is good news compared with other jurisdictions.

Ms. Raveling said on the analysis by category, the big negative is in construction. She said Land Use is seeing some new activity, which hopefully means construction is making a return.

Councilor Romero said we may be seeing some results from the Resolution giving people leeway on permits. She said this might be something which really helped.

Acting Chair Wurzburger said, at least in District 2, she is starting to see things "come out of the ground," which we haven't seen for two years, so this is good.

### **29. MATTERS FROM THE COMMITTEE**

Councilor Romero would like to encourage us not to have the Audit Committee be a part of the Finance Committee. She said it is better to have it separate, rather than a subcommittee or task force of the Finance Committee, because the point is it should be somebody completely neutral. She said the

recommendation by the State Auditor's training is that committee also could be staffed by people who are not on the Council. She wants to be open to a variety of possibilities that give us greater opportunities for transparency.

Councilor Bushee asked if we get regular reports from the Auditor and if we still have an internal auditor, and do we have external auditors as well, and do we get reports on a regular basis.

Ms. Raveling said this is the report from the External Auditors, noting Atkinson is the auditor, and will be the auditor for the upcoming fiscal year. She said there is a huge learning curve for a new auditor, and typically the contract is for a 4-year period. She said Atkinson did a great job and we already are starting for the next audit season. She said some reorganization is being done in Finance, and acknowledge this report is late, and will work to get it timely. The closeout process is very extensive, noting the Audit Report is due on or before December 1<sup>st</sup>.

Responding to Councilor Bushee, Ms. Raveling said Richard Mares is the internal auditor.

Councilor Bushee asked if he reports regularly to this Committee..

Ms. Raveling doesn't believe he has made reports to the Committee, and has made internal reports to the City Manager.

Councilor Bushee wants a job description for the Internal Auditor, saying we can go from there.

Councilor Romero said the internal auditor differs from the external auditor. She asked what year we are in with the Audit contract.

Teresita Garcia said it is a three-year contract, with the approval of the State Auditor. She said we can have an auditor for 3 years, with another 3 years following that, so it is a maximum of 6 years.

Councilor Romero said it is not good to "change horses in the middle of the stream." She said it is too complicated to be putting it out for bid, and said it appears we will be continuing on this course.

Ms. Garcia said they can look at different areas and expand the audit to different areas..

Councilor Romero said once we define the roles and responsibilities of the Internal Auditor, noting an external auditor could be added to the Committee because they have experience in auditing specific department.

Ms. Garcia said the person can't have a conflict of interest.

Councilor Dominguez said the important thing is that we don't have an auditor for too long.

## 25. ADJOURNMENT

There was no further business to come before the Committee, and the meeting was adjourned at approximately 6:10 p. m..

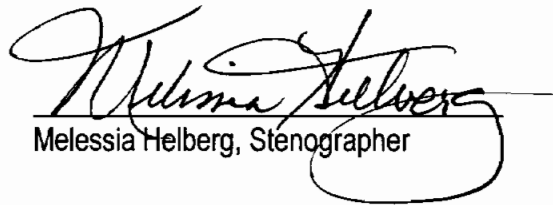
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Matthew E. Ortiz, Chair

Reviewed by:

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Kathryn L. Raveling, Acting Director  
Department of Finance



Melessia Helberg, Stenographer