



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
MARCH 5, 2012 – 5:15 P.M.

CITY CLERK'S OFFICE

DATE 3/5/12 TIME 11:00
SERVED BY Yolanda Green
RECEIVED BY [Signature]

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

Regular Finance Committee Meeting – February 20, 2012

CONSENT AGENDA

6. Bid No. 12/12/B – Salvador Perez Park Improvements and Contract between Owner and Contractor; Lockwood Construction Company. (Mary MacDonald)
7. Request for Approval of Procurement under State Price Agreement – Six (6) Replacement Vehicles for Fire Department; Don Chalmers Ford. (Robert Rodarte)
 - A. Request for Approval of Budget Increase – State Fire Fund
8. Request for Approval of Lease Agreement – Office Space and Shuttle Services at Santa Fe Municipal Airport; Roadrunner Airport Shuttle. (Jim Montman)
9. Request for Approval of Grant Application and Agreement – Procurement of Pavement Sweeper, Design Taxiway H Project and Taxiway A Reconstruction Phase 2 for Santa Fe Municipal Airport; New Mexico Department of Transportation Aviation Division. (Jim Montman)
10. Request for Approval to Vacate Portion of Right-of-Way within the Bounds of Parkway Drive Adjoining the Westerly Boundary of Lot 17 of the Richards Avenue Business Park Located at 1225 Parkway Drive; James Ellegood d/b/a Plains Eagle Corporation. (Edward Vigil)
11. Request for Approval of Amendment No. 1 to Lease Agreement – Southerly Portion of Burro Alley for Outdoor Seating Appurtenant to Burro Alley Café at 207 W. San Francisco Street; Majed Hamdouni d/b/a Burro Alley Café. (Edward Vigil)



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
MARCH 5, 2012 – 5:15 P.M.

12. Request for Approval of Budget Increase – Santa Fe Trails Transit Services on behalf of North Central Regional Transit District. (Jon Bulthuis)
13. Request for Approval of Grant Application – FY 2012/2013 Law Enforcement Projection Fund for Police Department; State of New Mexico Department of Finance, Local Government Division. (Police Chief Raymond Rael)
14. Request for Approval of A Resolution Directing Staff to Amend City Water Conservation Incentive Program Policies, Procedures and the City's Website Relating to Water Conservation Device Rebates so that Sangre De Cristo Water Customers are Given Options for Providing Proof of Purchase or Trade for Water Conservation Devices that Qualify for a Rebate. (Councilor Bushee) (Brian Snyder)

Committee Review:

| | |
|--------------------------------|----------|
| Public Utilities (scheduled) | 03/07/12 |
| Water Conservation (scheduled) | 03/13/12 |
| City Council (scheduled) | 03/14/12 |

Fiscal Impact – No

END OF CONSENT AGENDA

DISCUSSION

15. Request for Approval of Consideration to Fill Vacant Positions. (Robert Romero)
16. OTHER FINANCIAL INFORMATION
17. MATTERS FROM THE COMMITTEE
18. 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, March 5, 2012

| <u>ITEM</u> | <u>ACTION</u> | <u>PAGE</u> |
|--|------------------------|-------------|
| CALL TO ORDER AND ROLL CALL | Quorum | 1 |
| APPROVAL OF AGENDA | Approved [amended] | 1-2 |
| APPROVAL OF CONSENT AGENDA | Approved [amended] | 2 |
| CONSENT AGENDA LISTING | | 2-3 |
| APPROVAL OF MINUTES: FEBRUARY 20, 2012 | Approved | 3 |
| <u>CONSENT CALENDAR DISCUSSION</u> | | |
| REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT – SOUTHERLY PORTION OF BURRO ALLEY FOR OUTDOOR SEATING APPURTENANT TO BURRO ALLEY CAFÉ AT 207 W. SAN FRANCISCO STREET; MAJED HAMDOUNI D/B/A BURRO ALLEY CAFÉ | Approved | 4 |
| REQUEST FOR APPROVAL OF BUDGET INCREASE – SANTA FE TRAILS TRANSIT SERVICES ON BEHALF OF NORTH CENTRAL REGIONAL TRANSIT DISTRICT | Approved | 4-5 |
| <u>DISCUSSION:</u> | | |
| REQUEST FOR APPROVAL OF CONSIDERATION TO FILL VACANT POSITIONS | Approved | 5 |
| OTHER FINANCIAL INFORMATION | None | 5 |
| MATTERS FROM THE COMMITTEE | Information/discussion | 5-8 |
| ADJOURN | | 9 |

**MINUTES OF THE
CITY OF SANTA FE
FINANCE COMMITTEE**
Monday, March 5, 2012

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, March 5, 2012, 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 Rebecca Wurzbarger

MEMBERS EXCUSED:

Councilor Rosemary Romero

OTHERS ATTENDING:

Dr. Melville L. Morgan, Director, Finance Department
Yolanda Green, 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 said Item #10 is being pulled because that should have gone directly to Council on March 14, 2012. He noted an errata in the caption of Item #13, which should be Law Enforcement "Protection" Fund not "Projection."

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

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

4. APPROVAL OF CONSENT AGENDA

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

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

CONSENT AGENDA

6. **BID NO. 12/12/B – SALVADOR PEREZ PARK IMPROVEMENTS AND CONTRACT BETWEEN OWNER AND CONTRACTOR; LOCKWOOD CONSTRUCTION COMPANY. (MARY MacDONALD)**
7. **REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – SIX (6) REPLACEMENT VEHICLES FOR FIRE DEPARTMENT; DON CHALMERS FORD. (ROBERT RODARTE)**
 - A. **REQUEST FOR APPROVAL OF BUDGET INCREASE – STATE FIRE FUND.**
8. **REQUEST FOR APPROVAL OF LEASE AGREEMENT – OFFICE SPACE AND SHUTTLE SERVICES AT SANTA FE MUNICIPAL AIRPORT; ROADRUNNER AIRPORT SHUTTLE. (JIM MONTMAN)**
9. **REQUEST FOR APPROVAL OF GRANT APPLICATION AND AGREEMENT – PROCUREMENT OF PAVEMENT SWEEPER, DESIGN TAXIWAY H PROJECT AND TAXIWAY A RECONSTRUCTION PHASE 2 FOR SANTA FE MUNICIPAL AIRPORT; NEW MEXICO DEPARTMENT OF TRANSPORTATION AVIATION DIVISION. (JIM MONTMAN)**

10. REQUEST FOR APPROVAL TO VACATE PORTION OF RIGHT-OF-WAY WITHIN THE BOUNDS OF PARKWAY DRIVE ADJOINING THE WESTERLY BOUNDARY OF LOT 17 OF THE RICHARDS AVENUE BUSINESS PARK, LOCATED AT 1225 PARKWAY DRIVE; JAMES ELLEGOOD D/B/A PLAINS EAGLE CORPORATION. (EDWARD VIGIL)
THIS ITEM WAS REMOVED FROM THE AGENDA
11. *[Removed for discussion by Councilor Bushee]*
12. *[Removed for discussion by Councilor Bushee]*
13. REQUEST FOR APPROVAL OF GRANT APPLICATION – FY 2012/2013 LAW ENFORCEMENT PROJECTION PROTECTION FUND FOR POLICE DEPARTMENT; STATE OF NEW MEXICO DEPARTMENT OF FINANCE, LOCAL GOVERNMENT DIVISION. (POLICE CHIEF RAYMOND RAE)
14. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO AMEND CITY WATER CONSERVATION INCENTIVE PROGRAM POLICIES, PROCEDURES AND THE CITY'S WEBSITE RELATING TO WATER CONSERVATION DEVICE REBATES TO THAT SANGRE DE CRISTO WATER CUSTOMERS ARE GIVEN OPTIONS FOR PROVIDING PROOF OF PURCHASE OR TRADE FOR WATER CONSERVATION DEVICES THAT QUALIFY FOR A REBATE (COUNCILOR BUSHEE). (BRIAN SNYDER)
Committee Review: Public Utilities (schedules) 03/07/12; Water Conservation (scheduled) 03/13/12; and City Council (scheduled) 03/14/12. Fiscal Impact – No.

END OF CONSENT AGENDA

5. APPROVAL OF MINUTES: FEBRUARY 20, 2012

MOTION: Councilor Dominguez moved, seconded by Councilor Bushee, to approve the minutes of the Regular Finance Committee Meeting of February 20, 2012, as presented.

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

CONSENT CALENDAR DISCUSSION

11. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT – SOUTHERLY PORTION OF BURRO ALLEY FOR OUTDOOR SEATING APPURTENANT TO BURRO ALLEY CAFÉ AT 207 W. SAN FRANCISCO STREET; MAJED HAMDOUNI D/B/A BURRO ALLEY CAFÉ. (EDWARD VIGIL)

Councilor Bushee asked Mr. O'Reilly what is happening with this item in terms of a red tag and such.

Mr. O'Reilly said when the lease was approved, the Council included a provision in the lease that any violation of the Land Use Codes are grounds for termination of the lease. He said last weekend he received a report that an illegal sign had been placed on the premises. He said staff checked and this is the case, and the sign was removed by the business owner.

Councilor Bushee asked if we are taking a literal interpretation of the violation of the lease.

Mr. O'Reilly reiterated that the lease provides that violations of the Land Use Code are grounds for termination of the lease, and it is the decision of the City Council to move to terminate the lease.

Councilor Bushee asked if there were any other issues with this property.

Mr. O'Reilly said no.

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

VOTE: The motion was approved on a voice vote, with Councilors Wurzbarger and Dominguez and Chair Ortiz voting in favor of the motion and Councilor Bushee voting against.

12. REQUEST FOR APPROVAL OF BUDGET INCREASE – SANTA FE TRAILS TRANSIT SERVICES ON BEHALF OF NORTH CENTRAL REGIONAL TRANSIT DISTRICT. (JON BULTHUIS)

Councilor Bushee asked Mr. Bulthuis the reason he believes we need to do this

Mr. Bulthuis said RPA did direct Santa Fe Trails to continue to deliver services for the NCRTD, and this is their first payment for the current fiscal year for services already provided by

the City. He said now that we have the revenues coming in, we need to budget those in expense line items, and this is the reason for the request.

Councilor Bushee said then this isn't an additional amount of money needed for the services.

Mr. Bulthuis said no, it is just taking the revenues from the NCRTD, noting this is being done on a case-by-case basis, since we don't know how long we will be providing these services.

Councilor Bushee asked if the NCRTD will be taking this over itself.

Mr. Bulthuis said yes. He said the NCRTD just found out it lost \$500,000 in funding, so it probably will need to reduce services somewhere, which could include services being provided by the City.

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

DISCUSSION: Councilor Wurzbarger asked, given the point Mr. Bulthuis raised with respect to the proposed cuts that are about to occur, what is the timeline for a more clear definition of those cuts, so it can be brought back to Finance.

Mr. Bulthuis said he doesn't know anything for certain. However, at Friday's NCRTD, this was brought up as a general information item, but they didn't discuss the impact. However, the NCRTD is scheduled through the current fiscal year, and the cuts would apply in the next fiscal year beginning in July.

Councilor Wurzbarger asked if this potentially will impact the City's agreement with the Folk Art Market, and Mr. Bulthuis said yes.

Councilor Wurzbarger said then this needs to be considered by the Finance Committee sooner, rather than later.

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

END OF CONSENT CALENDAR DISCUSSION

DISCUSSION:

15. REQUEST FOR APPROVAL OF CONSIDERATION TO FILL VACANT POSITIONS. (ROBERT ROMERO)

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

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

15. OTHER FINANCIAL INFORMATION:

There was no other financial information

17. MATTERS FROM THE COMMITTEE

Chair Ortiz thanked the Committee members. He said, "This is my last meeting. I want to say that this Committee has been hardworking, for the most part. We read our agendas and I think that we have gone through what has been historically bad times, financial bad times, and I want to thank the Committee members for their hard work and for their diligence."

Chair Ortiz continued, "I want to especially thank Yolanda [Green] who has been an instrumental, integral part of the Committee. Nothing would happen without your work, Yolanda, and this is going on for many years."

Chair Ortiz said, "And Ms. Helberg, as it relates to my experience with you, you have kept me out of the fire. You have kept the Governing Body out of the fire. You have been a true source of wisdom and kindness and wit at very emotional and difficult times, and I want to thank you for that, Ms. Helberg. You really are a wonderful person."

Chair Ortiz said, "To the rest of the staff that I see out there, I want to thank you for your hard work. Vicki Gage, I was thinking about you, and you're sitting there with the Chief and under old circumstances, you and I, we were not under the best of terms – the three of us, and I can say that without a doubt you have been the most up front, honest H.R. Director that I have experienced. And I do employee work, and so that is really a credit to your professionalism. And Chief, I think that you've got a lot of work on your plate, but I think that you're headed in the right direction."

Chair Ortiz continued, "Robert, you have been a calming presence in procurement and I want to thank you for that. And I'll save my comments for Robert and Geno I guess, for the big speech, because I can say a lot more about them. So I want to thank them."

Chair Ortiz continued, "And Mel, you and I didn't work so much together. I can tell that you're going to bring a calmness to the Finance Department that we've not had in a while, so thank you for that. And Chief Salas, thank you for the T-shirt. I've already worn it and thank you for always having the best prepared, cleanest budget in the 5 years that you have been in front of us, and so I want to thank you for that."

Chair Ortiz continued, "John, I do not like the Transit Department. I think that we waste too much money there, but you have risen to a level of competence from where you started, to how you run the Transit authority. Transit used to be like Solid Waste, but it's no longer like Solid Waste because of your leadership, and I want to thank you for that."

Chair Ortiz continued, "Matt O'Reilly, I remember when you were on the Planning Commission, and I want to say that the fact that your Department was able to accomplish Chapter 14, has been nothing short of extraordinary, so thank you for that. And Brian [Snyder], you took on a bunch of stuff and you have always been a source of sound, practical advice when it comes to utilities."

Councilor Wurzbarger said, "I would like to have us all, together, thank Matt for his leadership. You know, you can start with a personal depression that evolves into a financial depression. This has not been an easy, how many years? Six years? How long have you done this, it seems like six. I thought six. Was it just four? It seems like six, feels like twenty. Who would want to be the Chair of this Committee for the past 4 years, and it's not even a recession. And we all know that. And I think your leadership made all the difference, and I have the utmost respect and affection for what you've accomplished."

Councilor Wurzbarger continued, "I asked the staff and then, as you say, Monday night is going to be the big night, but I did ask the staff just to highlight what they saw as your major contributions as Chair, and I'm going to read those to you:

Provided guidance and fiscal expertise that helped our City ride the wave of recent fiscal ups and downs. You provided strong leadership. And that doesn't have a haha beside it or an innuendo. You changed and modified the Finance Committee agenda and process to be more transparent and informative to the public and those involved in the Committee process. And I think that's one of the major accomplishments that we want to build on for the future. And finally, you moved the City to a sustainable and direct cost allocation methods, so thank you."

And, we have goodies, and also a cake that says, 'Thank you for your service.' And it has blue roses and yellow and red."

Chair Ortiz said, "I just want to say that I have to pick up the pot from the shelter anyway, so get your slices, and the rest will go to St. Elizabeth's, so thank you for those kind words. Thank you staff."

Ms. Helberg said, "I just want to tell you how much I've enjoyed working with you over the years, and serving on Committees with you. And what I do like so much about you is that you are very respectful to people and I appreciate that very much. And I'm really going to miss you. Thank you Matthew."

Councilor Bushee said, "Matt it's been how many years we've served together – twelve years. I can't remember which Committees other than PUC, this one of course, Public Works for a while and Ethics and whatever we called it at the time. And you've always brought a level of intelligence to the discourse, certainly lawynerness, sometimes when needed, sometimes when not – no, I'm kidding on that one. The Parliamentary thing, I think it was a good thing to get it out of everyone's hands primarily. I really think that, I hope that what you do in the future is satisfactory and satisfying to you. I don't know what that means, as far as a political piece or public service piece, but I do know that you've added a lot to this Council, and I really appreciate your efforts, and I think that Finance is really where you have shown your real leadership. We had some tough budget cycles and you got us through them. I appreciate your efforts and best of luck with everything."

Councilor Dominguez said, "Mr. Chair, I just want to say that there's an old saying out there that talks about how a man's wealth is not based on his wealth or riches, but on the impact that he's left in peoples minds. And I can tell you, as a City Councilor, when I was a freshman City Councilor, one of the things that you told me that rang true and is true, is that after your first budget, you're no longer a rookie. And so, I think that your leadership has allowed me, anyway on a personal level, to grow. Because, sometimes when you lead with a leash too much you don't allow people to grow and you've kind of let me stumble and fall down and get myself back up, and I appreciate those experiences."

Councilor Dominguez continued, "And one other thing I wanted to say, you know, one of the things I'm going to miss is your calm, cool, collected parliamentarian position and experience. I just want to thank you for all of your service and good luck with your future endeavors."

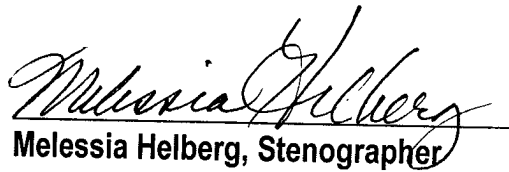
18. ADJOURN

There was no further business to come before the Committee, and the meeting was adjourned at 5:30 p.m.

Matthew E. Ortiz, Chair

Reviewed by:

**Dr. Melville L. Morgan, Director
Department of Finance**



Melessia Helberg, Stenographer