



Agenda

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STUDY SESSION OF THE GOVERNING BODY

Tuesday, January 23, 2007

5:30 pm – 8:30 pm

Main Library, Community Room
145 Washington Avenue

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) APPROVAL OF AGENDA
- 4) STRATEGIC PLANNING
 - a) Summary to Date
 - b) Overview of Initiatives by Department
 - 1) Planning and Land Use
 - 2) Community Services
 - 3) Public Utilities
- 5) ADJOURN

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SANTA FE GOVERNING BODY STUDY SESSION
January 23, 2007

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**MINUTES OF THE STUDY SESSION
OF THE GOVERNING BODY
City Library
Community Room
Santa Fe, New Mexico
January 23, 2007**

1. CALL TO ORDER

A Study Session of the Governing Body of the City of Santa Fe, New Mexico, was called to order by Mayor David Coss, on January 23, 2007, at approximately 5:30 p.m., in the Community Room, City Library, Santa Fe, New Mexico.

2. ROLL CALL

Roll Call indicated the presence of a quorum, as follows:

Members Present

Mayor David Coss
Councilor Patti J. Bushee
Councilor Christopher Calvert
Councilor Miguel Chavez
Councilor Carmichael A. Dominguez
Councilor Rebecca Wurzbarger

Members Excused

Councilor Karen Heldmeyer
Councilor Ronald S. Trujillo
Councilor Matthew E. Ortiz

3. APPROVAL OF AGENDA

MOTION: Councilor Wurzbarger moved, seconded by Councilor Dominguez, to approve the Agenda as published.

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

4. DISCUSSION OF PROPOSED STRATEGIC PLANNING

a) Summary to date

Mayor Coss thanked the Councilors for their participation in this process. He said the Councilors have before them the responses to Council questions from the different departments.

b) Overview of Initiatives by Department

Mayor Coss suggested spending 45 minutes on each of the Departments, and asking Councilors for any additional questions, comments or requests for additional information with regard to the responses.

The Council reviewed the responses from the Departments from the Directors to the questions asked by the Council at the last study session, and responded as follows.

1) Planning and Land Use

- ◆ Is there a lack of a consensus on Council regarding green code?
To what degree? [Why is there a perception of this?]
Is something being mandated that isn't in the Code?
We passed a resolution & attached money to it.
- ◆ How will we move forward on updating the Green Code?
Who is doing the Code?
Reflect timeline in the Strategic plan.
- ◆ The Green code isn't happening. We don't have the trained people on staff.
Timeline?
Do we contract with someone?
Who's leading the effort to revise codes and laws?
- ◆ The Code issue means so many things are hanging in the balance
- ◆ Green Code is the priority.
- ◆ We are not getting answers to this
- ◆ Green Code is jumping ahead of Sustainable development, where growth will occur.
- ◆ These overarching things are more important
- ◆ Adopting the building code is also important.
- ◆ How do new hires relate/change the priorities and structures of Planning Land Use in terms of priorities that we have already set.
- ◆ Is there some way to organize? Break it up.
- ◆ It's too much to continue downstairs, upstairs.
- ◆ Long range. Everything is interrelated.
- ◆ The big issues with capable leadership could move forward.
 - Inspectors/Code enforcement
 - Review process
 - Long range planning/community development issue
- ◆ Keep communication among all three areas.
- ◆ Make sure the public is informed – knows the process, the process that is clear

- ◆ Outside consultants?
- ◆ Use vacancy savings to bring in outside help. Especially things that don't need more history and expertise.
- ◆ Clarify purposes and make it more user friendly for staff, more efficient for staff.
- ◆ \$500,000 cost for land code rewrite?
- ◆ 7 x 40,000 – what is this specifically? What are the ?? Include organizational chart.
- ◆ What was promised? Etc? Historic promises have been a problem in the past.
- ◆ February 26/27: Include explanation of the cash reserve.
- ◆ Make sure there is a watershed resources plan developed by
- ◆ Army Corps of Engineer
 - Can some of these responsibilities be taken out of Planning & Land Use?
 - Still be involved – someone else in charge?
 - OC – Distill the report, still be in charge.
 - It's better managed in Planning & Land Use.
- ◆ Can we make things less complicated without compromising watershed resources.
- ◆ There has to be a role – is this role adequately delineated? Is the initiative properly balanced P&LU & Public Works.
- ◆ Make sure workload is balanced. Planning & Land Use is unwieldy and doesn't work – try new things.
- ◆ We want these three things one in the next six months.
- ◆ The council to give, collectively, the priorities.
- ◆ The council gives clear direction
- ◆ Make sure not one person has all the information. (Cross training & redundancy)
- ◆ Include the list of priorities from the Public Works Planning & Land Use committee. Work plan (timeline).
- ◆ Include in historic/preservation planners – from a proactive stance – say what we want preserved – the top priorities that we include, so we are not just responding.

2) Community Services

- ◆ Splitting up City and County Senior Services.
- ◆ Does not have support. How did this get there?
- ◆ This needs real discussion. There's very little tangible information.

How does something land on the agenda?

This is a process question. There are process issues to deal with. The process has to be clear.

- ◆ Did the reorganization work. Is it working? Did Robert Romero get overburdened.
- ◆ Look at strengths of personnel.
- ◆ Is Public Works too big. Move out transit and parking?
- ◆ Engineering was the volleyball – does Planning & Land Use have to do this now?
 - In the short term match organization with management strengths.
 - This is a crisis mode of management –
 - Temporary fixes, then transitions.
 - How does a tem. come together for emergencies? How do you know when to shift gears? Is this part of the plan?
- ◆ We don't have enough people to do what needs to be done – the real issue is how to build efficient staff and management structure?
- ◆ We as a Council need to address the problem in recruiting people.
- ◆ Make sure workload is balanced. Planning & Land Use is unwieldy and doesn't work – try new things.
- ◆ The priority is to fill vacancies, then do the training.
- ◆ Training is a promise that was made, and it didn't happen
 - *Fill vacancies
 - *Training
 - *Give priorities
 - *Give resources
- ◆ Include the organizational chart for each group.

2) Public Utilities

- ◆ Are there procedures or policies, particular to Public Utilities that impact the ability to serve the public.
- ◆ Look at the policy
 - Get off early – as soon as you finish, you're done.
 - Document absentee rate on Friday
 - Document vacancy rate
- ◆ How does the new work ethic affect Solid Waste?
- ◆ The morale problem goes back a long time.
- ◆ One level of the reports needs to be reviewed by staff – the reports were written by management. Staff could have a different view – especially with Solid Waste.
- ◆ Ask rank & file, employees, unions, review the plan. Do iterations of the plan as we go forward. If we did better with Solid Waste, we would do better with

recycling.

Look at recycling as a place for young entrepreneurs

- ◆ Solid Waste and Recycling are in the same shop. If we did better with Solid Waste, we would be better with recycling.
- ◆ Consider moving recycling to SWMA
- ◆ Capture recyclables that are in the waste stream, then manufacture something.
- ◆ Look at reassessing basic core services in solid waste.
- ◆ Strategic Planning incorporated into daily work. From Council to employee.
- ◆ What is the Council's definition of success?
- ◆ How will we know things are getting better?
- ◆ Identify for each division the five things to be accomplished
- ◆ New initiatives in green waste need an educational component

Water

- ◆ How big a priority is conservation?
- ◆ How many water rights, afy do we need for affordable housing and the community as a whole the next ten years? How much will it cost?
- ◆ How can we prioritize water needs? Community needs?
If push comes to shove, what gets water and what doesn't
A water budget.
- ◆ We also need additional conservation.
Beyond voluntary to mandatory conservation
- ◆ Is it legally possible to prohibit domestic wells to people on City water.

Wastewater

- ◆ What are the implications of individual systems (like graywater or blackwater) on a centralized system?
Inspections – or –
Allow written NND & CID Approval
- ◆ Fix the Impact Fee Ordinance.
Projects permitted under CID would be eligible/subject to City Impact Fees

Wrap-up Discussion

Mayor Coss said the Council will be holding study sessions on January 30, 2007, to look at administrative personnel and the City Manager, Finance, City Attorney, Human Resources, IT and such.

Mayor Coss said for February 6 and 27, 2007, Ms. Raveling has been developing the financial implications with regard to whether we need more FTEs, or more computers and such, if we do it all. He said the Council discussed additional meetings with the department directors to review this material. He asked if the Councilors want to schedule four more meetings in March to discuss these on a macro level with the Department heads, and then set the priorities. He reminded the Council that we need to take a budget to finance in mid-April 2007.

Councilor Calvert said Councilor Heldmeyer said the said February 5th Finance Committee meeting may have strategic planning elements.

Ms. Canon is unsure about how functionally timewise it would be to give the priorities to staff if the Council wants to have the meetings in March. She asked Council to think about this. She said for this process to affect the upcoming budget, Ms. Raveling has to have all of this by the end of March. She said the question is to think about how to do this in March.

5. ADJOURN

The next meeting is January 20, 2007, at 5:30 p.m., in the Council Chambers.

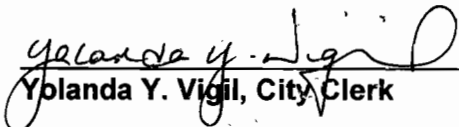
The meeting was adjourned at 7:31 p.m.

Approved by:



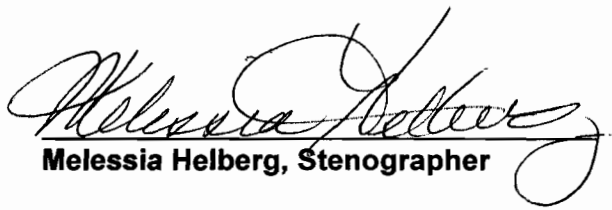
Mayor David Coss

ATTESTED TO: -



Yolanda Y. Vigil, City Clerk

Respectfully submitted:



Melessia Helberg, Stenographer