



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
JUNE 18, 2012 – 5:00 P.M.

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 6-15-12 TIME 2:00 pm

SERVED BY Yolanda Green

RECEIVED BY [Signature]

Special Finance Committee and FY 2012/2013 Operating Budget Review Meeting – May 21, 2012

Regular Finance Committee Meeting – June 4, 2012

CONSENT AGENDA

6. Bid No. 12/19/B – McClure Reservoir Stream Gage Construction Project and Agreement between Owner and Contractor; Padilla Industries, Inc. (Dale Lyons)
7. Request for Approval of Lease Agreement – Terminal Building Office, Counter and Floor Space at Santa Fe Municipal Airport; American Airlines, Inc. (Jim Montman)
8. Request for Approval of Amendment No. 4 to Professional Services Agreement – Implementation of the Following Task Orders for Santa Fe Municipal Airport; Molten-Corbin & Associates, Inc. (Jim Montman)
 - A. Task Order No. 49 Taxiway A Phase II Reconstruction Design Only
 - B. Task Order No. 50 Taxiway H Design
 - C. Task Order No. 51 Airport Sweeper Purchase Assistance
 - D. Task Order No. 52 Construction Observation and Testing Services
 - E. Task Order No. 53 Taxiway A Phase II Bidding and Construction Administration Services
9. Request for Approval of Procurement under State Price Agreements – 2012 Pavement Resurfacing Projects for Streets & Drainage Maintenance Division. (David Catanach)
 - A. Pavement Resurfacing; EMCO/Associated Asphalt & Materials
 - B. Cold Millings; Albuquerque Asphalt



Agenda

**FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
JUNE 18, 2012 – 5:00 P.M.**

10. Request for Approval of Procurement under State Price Agreement – Base Course Material for Unpaved Roadways for Streets & Drainage Maintenance Division; EMCO/Associated Asphalt & Materials. (David Catanach)
11. Request for Approval of Sole Source Procurement and Professional Services Agreement – Shelter Stray Animals retrieved by City of Santa Fe Animal Services Officers; Santa Fe Animal Shelter. (Police Chief Raymond Rael)
12. Request for Approval of Support Services Agreements – Land Use, Police and Fire Software Support Services; SunGard Public Sector, Inc. (Caryn Fiorina)
13. Request for Approval of Memorandum of Understanding – County Wastewater Collection System Discharging into the City Wastewater Collection and Treatment System; Santa Fe County and Stacy Community Property Trust. (Brian Snyder and Marcos Martinez)
14. Request for Approval of Amendment No. 3 to Professional Services Agreement – Emergency Repair Services for Operations and Maintenance for City of Santa Fe; Alpha Southwest, Inc. (Michael Gonzales and Bill Huey)
15. Request for Approval of Sole Source Procurement and Professional Services Agreement – Water Meter Calibration Services for Water Division; Great Southwest Meters. (Michael Gonzales)
16. Request for Approval of Amendment No. 2 to Professional Services Agreement – Security Services at City of Santa Fe Water Facilities; Chavez Security, Inc. (Michael Gonzales and Bill Huey)
17. Request for Approval of Amendment No. 3 to Professional Services Agreement – City Wide Water Utility Construction & Repair Projects for Water Division; Sub Surface Contracting, Inc. (Bill Huey)
18. Request for Approval of Sole Source Procurement and Professional Services Agreement – Water Utility Energy Efficiency Project and Additional Services for Municipal Watershed Management Project; Automation Electric, LLC. (Dale Lyons)
19. Request for Approval of Professional Services Agreement – Printing and Mailing Services of Utility Bills and Reimbursement of Postage Fees; DataPrint, LLC. (Peter Ortega)



Agenda

**FINANCE COMMITTEE MEETING
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20. Request for Approval of Procurement under Federal Price Agreement – Tractors and Equipment for Marty Sanchez Links de Santa Fe; EKA, Inc. and C&M Turf Care Products of New Mexico. (Martin Lujan)
21. Request for Approval of Amendment No. 4 to Legal Services Agreement – Qwest v. City of Santa Fe Matters; Cuddy & McCarthy. (Kelley Brennan)
22. Request for Approval of Amendment No. 3 to Professional Services Agreement – Public Relations Services for Santa Fe Convention and Visitors Bureau; Locas Communications, Inc. (James Bradbury)
23. Request for Approval of Amendment No. 2 to Professional Services Agreement – Website Services for Santa Fe Convention and Visitors Bureau; StudioX, Inc. (James Bradbury)
24. Request for Approval of Amendment No. 4 to Professional Services Agreement – Advertising Services for Santa Fe Convention and Visitors Bureau; TKO Advertising, Inc. (James Bradbury)
25. Request for Approval of Grant Awards and Agreements – Senior Services Programs for Division of Senior Services; State of New Mexico Aging and Long Term Services Department. (Melanie Montoya)
 - A. Foster Grandparent Program
 - B. Retired Senior Volunteer Program
 - C. Senior Companion Program
 1. Request for Approval of Budget Increase – Grant Fund
26. Request for Approval of Professional Services Agreements – Affordable Housing Services for Fiscal Year 2012. (Nick Schiavo and Melisa Dailey)
 - A. Home Wise
 - B. Santa Fe Community Housing Trust
27. Request for Approval of Grant Agreements – Department of Housing and Urban Development Fiscal Year 2012/2013. (Melisa Dailey)
 - A. Santa Fe Community Housing Trust
 - B. The Life Link/La Luz



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
JUNE 18, 2012 – 5:00 P.M.

28. Request for Approval of Budget Increase – Emergency Procurement for Emergency Sanitary Sewer Repair Work on West Alameda Street. (Bryan Romero)
29. Request for Reconsideration and Approval of Agreement – Implement and Support Automatic Vehicle Location System for City of Santa Fe Fleet Vehicles; Radio Satellite Integrators, Inc. (Thomas Williams)
30. Request for Approval of a Resolution Directing City Traffic Engineering Staff to implement, on a One-Year Trial Basis, One-Way Traffic on Canyon Road Eastbound from Paseo de Peralta to Delgado Street. (Councilors Ives and Wurzbarger) (John Romero)

Committee Review:

Public Works (scheduled)

06/25/12

City Council (scheduled)

06/27/12

Fiscal Impact – Yes

31. Request for Approval of a Resolution Directing the Office of Affordable Housing to Educate City of Santa Fe Employees Regarding the Various Housing Opportunity Programs Available for City Employees, Including the Down Payment Assistance Program, so that more City Employees can live where they work. (Councilor Wurzbarger, Mayor Coss and Councilors Dominguez, Rivera, Trujillo, Dimas and Ives) (Nick Schiavo)

Committee Review:

City Council (scheduled)

06/27/12

Fiscal Impact – No

32. Request for Approval of a Resolution Amending the City of Santa Fe Records Retention Rule for Campaign Contribution Reports. (Councilor Bushee) (Yolanda Vigil)

Committee Review:

City Council (scheduled)

06/27/12

Fiscal Impact – No



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
JUNE 18, 2012 – 5:00 P.M.

33. Request for Approval of a Resolution Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority to Acquire, Construct and Improve the Market Station Condominium at the Santa Fe Railyard Project. (Mayor Coss) (Judith Amer)

Committee Review:

City Council (scheduled)

06/27/12

Fiscal Impact – Yes

34. Request for Approval of a Resolution Declaring the Governing Body's Official Intent to Reimburse itself with the Proceeds of a Future Tax-Exempt Borrowing for Capital Expenditures paid to Acquire, Construct and Improve the Market Station Condominium at the Santa Fe Railyard Project; Identifying the Capital Expenditures and the Funds to be used for such Payment; and Providing Certain other Matters in Connection therewith. (Mayor Coss) (Judith Amer)

Committee Review:

City Council (scheduled)

06/27/12

Fiscal Impact – Yes

35. Request for Approval of a Resolution Proclaiming a Public Safety Summer, Recognizing the City of Santa Fe Police Department's Operation "Full Court Press" and Reaching out to Northern New Mexico Communities to Collaborate, Explore and Recommend Solutions to Addictions that Lead to Criminal Activity by Establishing Law Enforcement Assisted Diversion ("Lead") Task Force. (Mayor Coss and Councilor Dimas) (Terrie Rodriguez)

Committee Review:

Public Safety

06/19/12

City Council

06/27/12

Fiscal Impact – No

END OF CONSENT AGENDA



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
JUNE 18, 2012 – 5:00 P.M.

DISCUSSION

36. OTHER FINANCIAL INFORMATION:

- A. Clarification and Update on FY 2012/2013 Operating Budget (Robert Romero, Vicki Gage and Geno Zamora)
 - Health Insurance
 - Filling of Vacant Positions
- B. Update on Burglary Reduction Plan (Police Chief Raymond Rael)
- C. Status of the City of Santa Fe Investment Portfolio as of March 31, 2012. (Helen Hausman)
- D. Update of Gross Receipts Tax Report received in June 2012 (for April 2012 activity) and Lodgers' Tax Report received in June 2012 (for May 2012 activity). (Dr. Melville Morgan)

37. MATTERS FROM THE COMMITTEE

38. 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, June 18, 2012**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER AND ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved	2
APPROVAL OF CONSENT AGENDA	Approved [amended]	2
CONSENT AGENDA LISTING		2-5
<u>APPROVAL OF MINUTES</u>		
SPECIAL FINANCE COMMITTEE AND FY 2012/2013 OPERATING BUDGET REVIEW MEETING – MAY 21, 2012	Approved	5
REGULAR FINANCE COMMITTEE MEETING – JUNE 4, 2012	Approved	5
<u>CONSENT CALENDAR DISCUSSION</u>		
REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO LEGAL SERVICES AGREEMENT – <u>QWEST V.</u> <u>CITY OF SANTA FE MATTERS; CUDDY & McCARTHY</u>	Approved	6
REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT – PUBLIC RELATIONS SERVICES FOR SANTA FE CONVENTION AND VISITORS BUREAU; LOCAS COMMUNICATIONS, INC.	Approved	6-7
REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT – ADVERTISING SERVICES FOR SANTA FE CONVENTION AND VISITORS BUREAU; TKO ADVERTISING, INC.	Approved	7
REQUEST FOR APPROVAL OF BUDGET INCREASE – EMERGENCY PROCUREMENT FOR EMERGENCY SANITARY SEWER REPAIR WORK ON WEST ALAMEDA STREET	Approved	7

ITEM**ACTION****PAGE**

REQUEST FOR APPROVAL OF A RESOLUTION
DIRECTING CITY TRAFFIC ENGINEERING STAFF
TO IMPLEMENT, ON A ONE-YEAR TRIAL BASIS,
ONE-WAY TRAFFIC ON CANYON ROAD
EASTBOUND FROM PASEO DE PERALTA TO
DELGADO STREET

Approved w/direction to staff

7-9

REQUEST FOR APPROVAL OF A RESOLUTION
AMENDING THE CITY OF SANTA FE RECORDS
RETENTION RULE FOR CAMPAIGN CONTRIBUTION
REPORTS

Postponed to 07/02/12

9-10

REQUEST FOR APPROVAL OF A RESOLUTION
PROCLAIMING A PUBLIC SAFETY SUMMER,
RECOGNIZING THE CITY OF SANTA FE POLICE
DEPARTMENT'S OPERATION "FULL COURT PRESS"
AND REACHING OUT TO NORTHERN NEW MEXICO
COMMUNITIES TO COLLABORATE, EXPLORE AND
RECOMMEND SOLUTIONS TO ADDICTIONS THAT
LEAD TO CRIMINAL ACTIVITY BY ESTABLISHING
LAW ENFORCEMENT ASSISTED DIVERSION ("LEAD")
TASK FORCE

Approved [amended]

10-11

END OF CONSENT CALENDAR DISCUSSION

DISCUSSION**OTHER FINANCIAL INFORMATION:**

CLARIFICATION AND UPDATE ON FY 2012/2013
OPERATING BUDGET

HEALTH INSURANCE

Postponed to 07/30/12

11-16

FILLING OF VACANT POSITIONS

No action necessary

16-17

UPDATE ON BURGLARY REDUCTION PLAN

Information/discussion

17-23

STATUS OF THE CITY OF SANTA FE INVESTMENT
PORTFOLIO AS OF MARCH 31, 2012

Information/discussion

23

UPDATE OF GROSS RECEIPTS TAX REPORT
RECEIVED IN JUNE 2012 (FOR APRIL 2012
ACTIVITY) AND LODGERS' TAX REPORT
RECEIVED IN JUNE 2012 (FOR MAY 2012
ACTIVITY)

Information/discussion

23-24

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
MATTERS FROM THE COMMITTEE	Information/discussion	24
ADJOURN		24

**MINUTES OF THE
CITY OF SANTA FE
FINANCE COMMITTEE
Monday, June 18, 2012**

1. CALL TO ORDER

A meeting of the City of Santa Fe Finance Committee was called to order by Chair Carmichael A. Dominguez, at approximately 5:00 p.m., on Monday, June 18, 2012, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Carmichael A. Dominguez, Chair
Councilor Christopher Calvert
Councilor Bill Dimas
Councilor Peter N. Ives

MEMBERS EXCUSED:

Councilor Patti J. Bushee

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

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to approve the agenda, as published.

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

4. APPROVAL OF CONSENT AGENDA

Councilor Ives said he is pulling Item 21 to disclose his recusal, given the fact that his wife works at that law firm.

Councilor Calvert noted an error in the packet on Item #8. He said the Action Sheet from Public Works/CIP and Land Use Committee of Tuesday, June 12, 2012, incorrectly identifies Councilor Dominguez as the Chair and Councilor Wurzbarger is the Chair of that Committee.

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

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

CONSENT AGENDA

- 6. BID NO. 12/19/B – McCLURE RESERVOIR STREAM GAGE CONSTRUCTION PROJECT AND AGREEMENT BETWEEN OWNER AND CONTRACTOR; PADILLA INDUSTRIES, INC. (DALE LYONS)**
- 7. REQUEST FOR APPROVAL OF LEASE AGREEMENT – TERMINAL BUILDING OFFICE, COUNTER AND FLOOR SPACE AT SANTA FE MUNICIPAL AIRPORT; AMERICAN AIRLINES, INC. (JIM MONTMAN)**
- 8. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT – IMPLEMENTATION OF THE FOLLOWING TASK ORDERS FOR SANTA FE MUNICIPAL AIRPORT; MOLZEN-CORBIN & ASSOCIATES, INC. (JIM MONTMAN)**
 - A. TASK ORDER NO. 49 TAXIWAY PHASE II RECONSTRUCTION DESIGN ONLY.**
 - B. TASK ORDER NO. 50 TAXIWAY H DESIGN.**
 - C. TASK ORDER NO. 51 AIRPORT SWEEPER PURCHASE ASSISTANCE.**
 - D. TASK ORDER NO. 52 CONSTRUCTION OBSERVATION AND TESTING SERVICES.**
 - E. TASK ORDER NO. 53 TAXIWAY A PHASE II BIDDING AND CONSTRUCTION ADMINISTRATION SERVICES.**
- 9. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE CE AGREEMENTS – 2012 PAVEMENT RESURFACING PROJECTS FOR STREETS & DRAINAGE MANAGEMENT DIVISION. (DAVID CATANACH)**
 - A. PAVEMENT RESURFACING; EMCO/ASSOCIATED ASPHALT & MATERIALS.**
 - B. COLD MILLINGS; ALBUQUERQUE ASPHALT.**

10. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – BASE COURSE MATERIAL FOR UNPAVED ROADWAYS FOR STREETS & DRAINAGE MAINTENANCE DIVISION; EMCO/ASSOCIATED ASPHALT & MATERIALS. (DAVID CATANACH)
11. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT AND PROFESSIONAL SERVICES AGREEMENT – SHELTER STRAY ANIMALS RETRIEVED BY CITY OF SANTA FE ANIMAL SERVICES OFFICERS; SANTA FE ANIMAL SHELTER (POLICE CHIEF RAYMOND RAE).
12. REQUEST FOR APPROVAL OF SUPPORT SERVICES AGREEMENTS – LAND USE, POLICE AND FIRE SOFTWARE SUPPORT SERVICES; SUNGARD PUBLIC SECTOR, INC. (CARYN FIORINA)
13. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING – COUNTY WASTEWATER COLLECTION SYSTEM DISCHARGING INTO THE CITY WASTEWATER COLLECTION AND TREATMENT SYSTEM; SANTA FE COUNTY AND STACY COMMUNITY PROPERTY TRUST. (BRIAN SNYDER AND MARCOS MARTINEZ)
14. REQUEST FOR APPROVAL OF APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT — EMERGENCY REPAIR SERVICES FOR OPERATIONS AND MAINTENANCE FOR CITY OF SANTA FE; ALPHA SOUTHWEST, INC. (MICHAEL GONZALES AND BILL HUEY)
15. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT AND PROFESSIONAL SERVICES AGREEMENT – WATER METER CALIBRATION SERVICES FOR WATER DIVISION; GREAT SOUTHWEST METERS. (MICHAEL GONZALES)
16. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT – SECURITY SERVICES AT CITY OF SANTA FE WATER FACILITIES; CHAVEZ SECURITY, INC. (MICHAEL GONZALES AND BILL HUEY)
17. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT – CITY WIDE WATER UTILITY CONSTRUCTION & REPAIR PROJECTS FOR WATER DIVISION; SUB-SURFACE CONTRACTING, INC. (BILL HUEY)
18. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT AND PROFESSIONAL SERVICES AGREEMENT – WATER UTILITY ENERGY EFFICIENCY PROJECT AND ADDITIONAL SERVICES FOR MUNICIPAL WATERSHED MANAGEMENT PROJECT; AUTOMATION ELECTRIC, LLC. (DALE LYONS)
19. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – PRINTING AND MAILING SERVICES OF UTILITY BILLS AND REIMBURSEMENT OF POSTAGE FEES; DATAPRINT, LLC. (PETER ORTEGA)

20. REQUEST FOR APPROVAL OF PROCUREMENT UNDER FEDERAL PRICE AGREEMENT – TRACTORS AND EQUIPMENT FOR MARTY SANCHEZ LINKS DE SANTA FE; EKA, INC., AND C & M TURF CARE PRODUCTS OF NEW MEXICO. (MARTIN LUJAN)
21. *[Removed for discussion by Councilor Ives]*
22. *[Removed for discussion by Councilor Calvert]*
23. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT – WEBSITE SERVICES FOR SANTA FE CONVENTION AND VISITORS BUREAU; STUDIOX, INC. (JAMES BRADBURY)
24. *[Removed for discussion by Councilor Calvert]*
25. REQUEST FOR APPROVAL OF GRANT AWARDS AND AGREEMENTS – SENIOR SERVICES PROGRAMS FOR DIVISION OF SENIOR SERVICES; STATE OF NEW MEXICO AGING AND LONG TERM SERVICES DEPARTMENT. (MELANIE MONTOYA)
 - A. FOSTER GRANDPARENT PROGRAM.
 - B. RETIRED SENIOR VOLUNTEER PROGRAM.
 - C. SENIOR COMPANION PROGRAM.
 1. REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND.
26. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENTS – AFFORDABLE HOUSING SERVICES FOR FISCAL YEA 2012. (NICK SCHIAVO AND MELISA DAILEY)
 - A. HOME WISE.
 - B. SANTA FE COMMUNITY HOUSING TRUST.
27. REQUEST FOR APPROVAL OF GRANT AGREEMENTS – DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FISCAL YEAR 2012/2012. (MELISA DAILEY)
 - A. SANTA FE COMMUNITY HOUSING TRUST.
 - B. THE LIFE LINK/LA LUZ.
28. *[Removed for discussion by Councilor Calvert]*
29. REQUEST FOR RECONSIDERATION AND APPROVAL OF AGREEMENT – IMPLEMENT AND SUPPORT AUTOMATIC VEHICLE LOCATION SYSTEM FOR CITY OF SANTA FE FLEET VEHICLES; RADIO SATELLITE INTEGRATORS, INC. (THOMAS WILLIAMS)
30. *[Removed for discussion by Councilor Ives]*
31. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING THE OFFICE OF AFFORDABLE HOUSING TO EDUCATE CITY OF SANTA FE EMPLOYEES REGARDING THE VARIOUS HOUSING OPPORTUNITY PROGRAMS AVAILABLE FOR CITY EMPLOYEES, INCLUDING THE DOWN PAYMENT ASSISTANCE PROGRAM, SO THAT MORE CITY EMPLOYEES CAN

LIVE WHERE THEY WORK (COUNCILOR WURZBURGER, MAYOR COSS AND COUNCILORS DOMINGUEZ, RIVERA, TRUJILLO, DIMAS AND IVES). (NICK SCHIAVO) Committee Review: City Council (scheduled) 06/27/12. Fiscal Impact – No.

32. *[Removed for discussion by Councilor Calvert]*

33. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED APPLICATION FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL TO THE NEW MEXICO FINANCE AUTHORITY TO ACQUIRE, CONSTRUCT AND IMPROVE THE MARKET STATION CONDOMINIUM AT THE SANTA FE RAILYARD PROJECT (MAYOR COSS). (JUDITH AMER) Committee Review: City Council (scheduled) 06/27/12. Fiscal Impact – Yes.

34. REQUEST FOR APPROVAL OF A RESOLUTION DECLARING THE GOVERNING BODY'S OFFICIAL INTENT TO REIMBURSE ITSELF WITH THE PROCEEDS OF A FUTURE TAX-EXEMPT BORROWING FOR CAPITAL EXPENDITURES PAID TO ACQUIRE, CONSTRUCT AND IMPROVE THE MARKET STATION CONDOMINIUM AT THE SANTA FE RAILYARD PROJECT; IDENTIFYING THE CAPITAL EXPENDITURES AND THE FUNDS TO BE USED FOR SUCH PAYMENT; AND PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH (MAYOR COSS). (JUDITH AMER) Committee Review: City Council (scheduled) 06/27/12. Fiscal Impact – Yes.

35. *[Removed for discussion by Councilor Calvert]*

END OF CONSENT AGENDA

5. APPROVAL OF MINUTES: SPECIAL FINANCE COMMITTEE AND FY 2012/2013 OPERATING BUDGET REVIEW MEETING – MAY 21, 2012; AND REGULAR FINANCE COMMITTEE MEETING – JUNE 4, 2012.

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to approve the minutes of the Special Finance Committee and FY 2012/2012 Operating Budget Review Meeting of May 21, 2012, as presented.

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

MOTION: Councilor Dimas moved, seconded by Councilor Calver, to approve the minutes of the Regular Finance Committee Meeting of June 4, 2012, as presented.

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

CONSENT CALENDAR DISCUSSION

21. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO LEGAL SERVICES AGREEMENT – QWEST V. CITY OF SANTA FE MATTERS; CUDDY & McCARTHY. (KELLEY BRENNAN)2

Councilor Ives recused himself from participating on this matter because his wife works for this law firm, and left the room.

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to approve this request.

VOTE: The motion was approved on a voice vote, with Chair Dominguez, Councilor Dimas and Councilor Calvert voting in favor of the motion, no one voting against and Councilor Ives recused.

22. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT – PUBLIC RELATIONS SERVICES FOR SANTA FE CONVENTION AND VISITORS BUREAU; LOCAS COMMUNICATIONS, INC. (JAMES BRADBURY)

Councilor Calvert said he is trying to distinguish between Item #22 and #24, in terms of what is being provided. He said Item #22 indicates “... provides public relations services for the Santa Fe Convention and Visitors Bureau.” He said Item #24 indicates “...TKO will provide advertising and social media services on behalf of the Santa Fe Convention and Visitors Bureau.” He asked if there is overlap.

Mr. Bradbury said there is some overlap in the sense that they do get together for weekly and monthly meetings, so they do discuss the overall marketing agenda. However, they are different. He said TKO is our ad agency and creates the advertisements for us and handles the social media for us as well. He said LOCAS, on the public relations side, basically deals with the public relations. He said they create and try to attract press so people will visit Santa Fe, as well as send ideas and efforts to create articles in the various national publications. He said they also work through a subcontractor which works with LOCAS, which is out of New York City, which gets us further into the eastern seaboard and northern national market.

Councilor Calvert said then TKO is advertising and social media services. However, it seems they both are providing advertising.

Mr. Bradbury said no. The public relations person does not create any type of paid advertising whatsoever. He said what they try to do is to create stories in publications around the country. They have a list of hundreds of different journalists and they send out a variety of different stories to those publications to try to get people to come to Santa Fe.

Councilor Calvert said then it's not blatant advertising.

Mr. Bradbury said yes, commenting that the more stories we can get in public relations which aren't paid advertising, the better it is in the promotion, because it's not paid.

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to approve this request.

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

24. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT – ADVERTISING SERVICES FOR SANTA FE CONVENTION AND VISITORS BUREAU; TKO ADVERTISING, INC. (JAMES BRADBURY)

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to approve this request.

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

28. REQUEST FOR APPROVAL OF BUDGET INCREASE – EMERGENCY PROCUREMENT FOR EMERGENCY SANITARY SEWER REPAIR WORK ON WEST ALAMEDA STREET. (BRYAN ROMERO)

Councilor Calver understands this was an emergency procurement and asked the source of the funds.

Mr. Romero said Fund 5150 is the major fund where all our money goes from the ratepayers.

Councilor Calvert asked if this is the cash reserve fund and Mr. Romero said yes.

Councilor Calvert asked how this affects the balance in the cash reserve fund – what is the balance in the fund.

Dr. Morgan said he can't recall the balance, but there are sufficient funds in Wastewater and Sewer.

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

DISCUSSION: Chair Dominguez would like to know the amount of the cash reserve balance by the time this goes to Council, commenting he doesn't know what sufficient would be in terms of dollars.

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

30. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING CITY TRAFFIC ENGINEERING STAFF TO IMPLEMENT, ON A ONE-YEAR TRIAL BASIS, ONE-WAY TRAFFIC ON CANYON ROAD EASTBOUND FROM PASEO DE PERALTA TO DELGADO STREET (COUNCILORS IVES AND WURZBURGER). (JOHN ROMERO) Committee Review: Public Works (scheduled) 06/25/12; and City Council (scheduled) 06/27/12. Fiscal Impact – Yes.

Councilor Ives this is an item which has come up for consideration in the past, noting there are strongly held views on both sides of this issue. He said, as quoted in the paper, he expects there will be some controversy with regard to the action. He has received a number of communications from different people about this, and additional expressions of desire by numerous parties to address the Council when the matter comes forward for consideration. He said it is his intent that the Councilors, when called upon to make a decision on this item, will be fully informed, both as to the feelings of the parties affected by this proposed Resolution as well as the alternatives. He has heard two different alternatives. He said he wants to assure the public that they want to create an opportunity for the public to be heard. He said people can submit materials which will become part of our packet as we consider items. He presumes that when this matter comes before Council there will be some type of opportunity for people to be heard with regard to this matter, so the Councilors can be fully informed as to the pros and cons of the Ordinance and the potential alternatives.

Councilor Calver said he would ask the sponsors to add another NOW, BE IT FURTHER RESOLVED, specifying the data, figures and materials which will be collected to evaluate the continuation of this. He asked, if we're doing this on a one-year trial basis, what information are we going to collect and what criteria will be used to evaluate whether or not this is a success. He asked if it was going to be the crash rate at one intersection or could it cause confusion upstream and cause crashes, alleviate parking problems.

Councilor Ives said he is happy to formulate this in conjunction with the Traffic Engineering staff who probably have a much better way of expressing it than he does in the moment.

Chair Dominguez would like to have that language ironed out for Public Works. He had some questions similar to those of Councilor Calver, which is the impact. He said in the staff report, John talks about on-street parking along portions of the south side of the road. He said if we are going to do this, we need to look at everything. He said Councilor Calvert's amendment addresses that and not just looking at traffic counts, but looking at how parking would impact the amenities along the existing road. This is his recommendation.

Councilor Dimas said he agrees. He said, obviously, the impact on the businesses is very important. He said to make a decision on this, we need input from the businesses as well. He can see some problems with it, but believes everything will be ironed-out once John Romero looks at this and we will have a clear picture of what it is, the purposes and such before it goes to the Council.

Councilor Calvert said usually we don't have public hearings on Resolutions, and suggested it might should be scheduled for a public hearing at Council to get that input.

Mr. Pino said Councilor Wurzbarger has asked there be a public hearing attached to this item at the Public Works Committee next week, so there will be an opportunity for public input then.

MOTION: Councilor Ives moved, seconded by Councilor Calvert, to approve this request, with the condition that staff will work on better defining the terms upon which any evaluation process will be assessed, with the understanding that there will be an opportunity for a public hearing at the Public Works Committee on this item, and for a public hearing when this goes to the City Council

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

32. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING THE CITY OF SANTA FE RECORDS RETENTION RULE FOR CAMPAIGN CONTRIBUTION REPORTS (COUNCILOR BUSHEE). (YOLANDA VIGIL) Committee Review: City Council (scheduled) 06/27/12. Fiscal Impact – No.

Councilor Calvert said there is nothing in the Resolution with regard to the justification of why we need this change, or why it is an issue. He said the FIR indicates there will be a cost impact, but he doesn't see that cost listed.

Chair Dominguez asked the reason the retention period is being changed to eight years.

Mr. Zamora said, "It's my understanding it is actually 2 years and not 4 years. And it is currently 2 years by State law. Extending it, Councilor Calvert is correct, adds to storage of documents and use of storage facilities. The why, I can't speak to that and I would leave that up to the sponsor.

Councilor Calvert asked if the State guideline is for two years, and Mr. Zamora said this is correct.

Councilor Calvert said then the Resolution is asking for eight years, and Mr. Zamora said this is correct.

Councilor Calvert said he still has the same why, commenting there have to be some costs.

Councilor Ives said, as he reads the Resolution, the change is from a period of 2 years after election, or until termination of office, whichever is longer. So it actually provides for potentially a much more significant time frame for a Councilor who is in office for a long period of time. And the change is to 8 years after election, and there might be a subsequent election which might invoke an additional 8-year period.

Councilor Calvert said he understands, but doesn't know the why.

Councilor Ives said he doesn't have a copy of the City's record retention guidebook for records liaisons, noting he would enjoy having a copy of that guidebook, so he can understand the City's record retention policies. He said there is something to be said for consistency in application if you are using a particular volume for purposes of defining your practice to adopt it wholesale as opposed to piecemeal

provisions contained in it. He said he presumes the guidebook exists as an integral whole in some ways, so it makes sense in terms of all the provisions in it. He said perhaps this is an effort to bring everything into a circumstance consistent with the guidebook. However, he is unsure not having the guidebook.

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to postpone this item to the next meeting of the Finance Committee on July 2, 2012, when the sponsor can be present to answer questions.

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

35. **REQUEST FOR APPROVAL OF A RESOLUTION PROCLAIMING A PUBLIC SAFETY SUMMER, RECOGNIZING THE CITY OF SANTA FE POLICE DEPARTMENT'S OPERATION "FULL COURT PRESS" AND REACHING OUT TO NORTHERN NEW MEXICO COMMUNITIES TO COLLABORATE, EXPLORE AND RECOMMEND SOLUTIONS TO ADDICTIONS THAT LEAD TO CRIMINAL ACTIVITY BY ESTABLISHING LAW ENFORCEMENT ASSISTED DIVERSION ("LEAD") TASK FORCE (MAYOR COSS AND COUNCILOR DIMAS). (TERRIE RODRIGUEZ). Committee Review: Public Safety 06/19/12; and City Council (scheduled) 06/27/12. Fiscal Impact – No.**

Councilor Calvert said he has no problem with this bill but he would like to add language on page 4, line 8, to add representatives of the Santa Fe Public Schools and youth organizations.

Councilor Dimas said he is a cosponsor, but didn't get a chance to read it. He said the intent is very good and this is a great idea, but it should be a long term Task Force and not just during the summer. He said this isn't long enough to really get something done.

Councilor Calvert said he agrees, but he doesn't think we need to specify an end to the Task Force and believes we should let it work itself out to a certain extent.

Chair Dominguez said typically, the Task Force will make a recommendation with regard to the need for a long standing group. He said to obligate some of these other organizations to a longer or indefinite time period might not be suitable right now, but it needs to live longer than the 4 months.

Councilor Dimas said as we move forward, other organizations will want to be involved. He said this is an issue throughout the City, the County and the State, and other communities already are doing something similar. He said Mr. DeMella told him earlier that Gallup already has implemented something like this and is going full steam ahead, noting they will be discussing this at the Regional Juvenile Justice Task Force on Thursday.

Councilor Ives said there is a sunset clause, noting Page 4, line 17, in Section 6, of the Resolution provides, "Unless further extended by the Governing Body, LEAD Task Force meetings shall conclude no more than 6 months from the date of passage of this Resolution."

Councilor Calvert noted language on page 3, line 5, provides, "The LEAD Task Force shall work with local regional governments to develop a Community Strategic Plan within 4 months," and on page 4 it says it shall conclude within 6 months. He believes this is fine for now, and once the Task Force has reached 6 months, then the Resolution can be amended or the composition of the group can be changed so it can move forward.

Councilor Calvert said, as noted by Councilor Dimas, this isn't just Santa Fe, and the reason he doesn't want to specify with regard to the Schools and the youth, because he doesn't know who you might want to include from the other areas right now. He definitely does think the schools and youth groups should be included.

MOTION: Councilor Dimas moved, seconded by Councilor Calvert, to approve this request with direction to staff to work with the sponsor to draft an amendment to add representatives from the Santa Fe Public Schools, youth groups and treatment facilities on page 4, line 8 of the Resolution.

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

END OF CONSENT CALENDAR DISCUSSION

DISCUSSION

36. OTHER FINANCIAL INFORMATION:

A. CLARIFICATION AND UPDATE ON FY 2012/2013 OPERATING BUDGET. (ROBERT ROMERO, VICKI GAGE AND GENO ZAMORA)

1) HEALTH INSURANCE

Chair Dominguez said he agrees with the concept, intent and theory behind health insurance coverage. He said this is about accountability and clarification because there is some financial and fiscal impact to the departments of the City.

The Committee commented and asked questions as follows:

- Chair Dominguez asked who will oversee this and how will we measure the success of this and asked if Sue Perry would be the Wellness Coordinator.

Mr. Romero said one of the items which was approved is wellness. He said he is working with Sue Perry to develop a wellness program for all employees, so it would be tied to that. He said right now, the Police and Fire have a wellness program for all of its employees where employees get a physical every year, and we would do something similar City-wide. He said the program would be tied to who is actually using this benefit at the facilities.

- Chair Dominguez asked what we are looking for to see that the program is a success.

Mr. Romero said the big factors are blood pressure and diabetes profile testing, noting we also have a big issue with back problems at the City. He said as we develop the wellness program, we are hoping to reduce these, noting there are the biggest costs currently.
- Councilor Calvert said the bottom line would be that claims for certain things will be going down, but it won't happen overnight.
- Mr. Romero said it would be individualized for every employee, noting a lot of companies are requiring both the employee and the spouse to participate in the wellness program, but the kids aren't included. He said staff is working on the program and will be bringing a proposed Wellness Program to this Committee. He is unsure whether Sue Perry will have the time to oversee the program.
- Chair Dominguez asked Mr. Romero to be sure to bring this forward.

Mr. Romero said the benefits committee is meeting bi-weekly until we figure this out.
- Chair Dominguez asked if an insurance card would be proof of being in the City's system.

Mr. Romero said anyone going to Perez, Ft. Marcy or the GCCC, has a picture ID. He said they would do this annually for any employee and dependent for the wellness program, commenting they haven't worked out all the details.
- Chair Dominguez said he wants to do everything possible to eliminate fraud.

Mr. Romero said it will be a picture ID which the system can identify and who is authorized to use it.
- Chair Dominguez said the FIR in the packet indicates temporary seasonal employees are eligible to use Ft. Marcy and Salvador Perez and asked if Bicentennial is part of one of the operations.

Mr. Romero said the Bicentennial Pool has been done separately in the past. He said Bicentennial is used a lot during the summer, and since there are pools at Ft. Marcy, Perez and the GCCC, we left out Bicentennial. However, if the Council would like it included he will do so.
- Chair Dominguez said he wanted to make sure you aren't including Bicentennial.
- Chair Dominguez asked if the families of seasonal employees can participate.

Mr. Romero said it would be only the dependents which are covered by our insurance policy, and seasonals would not be allowed to use all of the facilities, and aren't part of the program.

- Chair Dominguez said the difference between general fund and enterprise fund is listed. He said one of the Memorandums didn't specifically say families and dependents at the General Fund sites, and asked if this should be clarified. He said the Chavez Centers allows employees families and dependents.

Mr. Romero said the intent is that families and dependents can use any of the sites.

- Councilor Calvert said there is a difference between the two memos. He said the one that went to the Finance Committee, dated May 21, 2012, said "Wellness program (i) provide employees free access to the Genoveva Chavez Community Center." He said the memo to the Governing Body dated May 24, 2012, said "Wellness program (i) provide employees and their family members who are covered dependents on the employee's City of Santa Fe health insurance plan, free access to Genoveva Chavez Community Center." He said there is a difference between the two, and asked "is that difference specified here on this spreadsheet."

Mr. Romero said, "The reason there is a difference is when we prepared the memo to the Finance Committee, the intent from the Benefits Committee was that the families be allowed, and we mistakenly left it off the Finance Committee Memo."

- Councilor Calvert said that's a problem, because when this was discussed at the Council at the time of the approval of the budget, he said he specifically asked which Memo the Council was approving. He said the answer was the one that was approved at the Finance Committee. He wants to know if the difference between the two is expressed in dollars on the spreadsheet.

Mr. Romero said, "I don't think it is, and again that's my mistake if maybe I misunderstood the question, but I did know at Council that that's why we put the Revised memo in because we left that out..."

- Councilor Calvert reiterated that he specifically asked that question, and we can look at those minutes. He said what we approved, technically, was the one we saw at Finance. He said if we want to change that, we have the option. He said he is trying to see if the spreadsheet tells him the difference between the revised and what was included.

Mr. Romero said the spreadsheet shows that there are 1,200 to 1,300 full time employees, but only 175 actually are using this benefit.

- Councilor Calvert asked if they are allowed to go there for free.

Mr. Romero said, "They are. That's what I'm trying to say. Of our 1,200 employees, let's say, for example, 178 are using it, so the value of that is \$58,975. He said, for example, the value for him would be \$337 a year. He said this is the value, not what we collect. He said at GCCC there are 17 adults, 20 couples, 48 families and 2 senior couples and they actually pay \$42,000 right now, and that is existing.

Mr. Romero said currently at Salvador Perez there are 421 employees who have single insurance coverage, 213 who have employee and spouse coverage, 159 employee and children coverage, and 457 with employee and family. He said the rate to the left on the spreadsheet is what would be charged to each of those based on the number of people in the family. He said if everybody signed up at Ft. Marcy and Salvador Perez the City would earn \$492,000. If everybody signed up at GCCC it would be \$731,000. He said one extreme is if everybody at the City were to sign up for an annual family plan we could earn \$731,000. However, we are unsure how many employees will use this benefit.

- Councilor Calvert said this is the most we could earn if everybody signed up. He said when the Council approved the budget, we had a figure in mind. He said we probably would exceed that budget with a lot more people going there who are not paying. However, we still have to pay to support the services, and it's going to impact the budget somehow.
- Councilor Calvert said there will be a lot more usage which would result in more wear and tear than we anticipated. He said his concern is whether we will include more operational expenses that we planned for in the budget for the GCCC.

Mr. Romero said he could try to estimate that. He said the facility has to be operational even if there is an increase in use. He said he can ask the Recreation Division staff to analyze that and come up with a number.

- Chair Dominguez said his point was to make sure we started gathering data so we have a clear picture of the fiscal impact for the next fiscal year.
- Councilor Calvert said he isn't arguing against the inclusion. However, the GCCC tends to bleed dollars anyway, and we are just adding to that.
- Chair Dominguez said we are decreasing the GCCC's opportunity to reach the revenue generating mandate, and we need to be clear about that.
- Chair Dominguez noted on the bottom of the spread sheet it says, "Do we want the Health Fund to reimburse this program for revenue i.e. \$42,295." He said his recommendation would be to track that and offer some sort of charge back for family and dependents, and maybe even employees, to the impact this is having on the enterprise. He said we need to start tracking this data so the GCCC can be reimbursed appropriately. He is unsure of the amount, but he wants to be able to track this in a more defined manner.
- Councilor Dominguez asked if the staff has sufficient time to implement all of this correctly, noting he heard Mr. Romero talk about ID's and the charge-back, and asked if we need 30 days to do this. His sense is that we probably need to give staff time to get these systems in place so we have that accountability.

Mr. Romero said they need at least 30 days and asked Martin Lujan to comment.

Martin Lujan said he would refer that question to the administrative manager, but he believes 30 days would be sufficient time, noting the system is capable of doing many things.

Ivy Vigil said she was talking to Ricky earlier and she would like at least 30-45 days to do this, because she needs to know what we are tracking, how to implement that into the system, and whether the system is capable of handling it. She said there are a lot of variables about which she is unsure. She said because open enrollment just happened, they won't get the list until mid-July, so 30-45 days would be very helpful.

- Chair Dominguez noted he just signed up for the City's Health Insurance after 6 years on the Council.
- Councilor Calvert said, technically, what we approved in the budget is the Memorandum that came from Finance. He said he asked staff, by our next Finance Committee, to provide a reasonable estimate of the impact on the GCCC operational budget of including what is in the revised Memorandum – using reasonable benchmarks. He said we have told the GCCC to work toward self-sufficiency of some sort, but this is weighing unfunded mandates on them, so we need to have a way to account for that.
- Councilor Ives said ultimately, the motivation is to create a wellness program which will help the City to get control of its long-term expenditures on health care costs, which have been extremely resistance to any effort to reduce them. He said during the budget process, we discussed the reduction in that fund balance, and that we needed to act. He said these wellness programs come highly recommended as a means of addressing the larger dollar items for health care. He said ultimately, this is what we need to do, while paying attention to the short term fiscal impact, as well as ensuring we approved the right plan as part of our process. He said it is good we're looking at this again today. He said he wants make sure we're paying attention to the bottom line which will indicate whether the effort was successful, was prudent, delivers savings to the City through reduced health care expenditures, and was money well spent. He wants to look at this over time so we are really satisfied this was the path in which to go and in a way that delivers savings to the City.
- Responding to the Chair, Councilor Calvert asked if we want to wait until we have an opportunity to evaluate some of this to be sure that the processes and tracking are in place before we "give the go ahead to go with this revised plan."

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to postpone this item to the Finance Committee meeting of July 30, 2012.

DISCUSSION: Mr. Zamora said, "A technicality, but Item #36(A) under Discussion portion of the agenda is an informational item and not an action item. So tonight's information can be presented to you, however action cannot be taken.

THE MOTION WAS INVALID

Councilor Calvert said then we can just give direction to the staff to bring something back to the Committee meeting of July 30, 2012.

Chair Dominguez said he will meet with the City Manager to be sure the direction is clear and we can get that information by July 30, 2012, noting it will be on the meeting agenda on July 30, 2012.

Councilor Calvert said he is anticipating if we delay this until July 30th, if we make a decision at that point, that staff would be able to move forward immediately with implementation.

2) FILLING OF VACANT POSITIONS

Chair Dominguez said the Finance Committee has had a practice for the past 2 years, for this Committee and then the Council, to approve the filling of any vacant positions. He asked if any legislation was passed or action taken formally to mandate this practice.

Mr. Zamora said, "Thanks to the research of Melissa Byers, we have gone into past meeting minutes, either Finance Committee or Governing Body minutes, and in past years, most recently one year ago and two years ago during the passage of the budget, there were affirmative motions that made a condition of the budget that the City Manager bring forward vacant positions that the City Manager wishes to fill. So again that was affirmative action either of this committee or the Governing Body."

Mr. Zamora continued, "This past budget session, no such action was taken for the 2012-2013 fiscal year budget. Just as a matter of background, that actually seems to comply a little bit better with the Charter and the Ordinances that place limitations on the Governing Body's ability to participate in the personnel system. Under Section 2-1.9, the direction is that the Governing Body participate much more broadly as far as making collective recommendations to the City manager on general personnel policies, approving rules and regulations to implement the City Personnel Act, and to approve, by a majority vote, any proposed reorganization of the City Government. It advises that, well it says, "The Governing Body shall neither perform collectively nor individually, any executive function of the administration of the Personnel System, except as authorized otherwise by law or the City Personnel Act."

Mr. Zamora continued, "So participating in the approval of the actual filling of positions may contravene that section, and to not include it eliminates a temptation on behalf of the Governing Body to manage the hiring and firing of certain individuals."

Councilor Calvert said then our procedure for the past two years isn't something you would recommend moving forward and it might be in conflict with other rules of how we do business.

Mr. Zamora said, "That's correct, and to take it one step further, when this budget was passed that step wasn't taken this year, so you're not running afoul of these issues."

Councilor Calvert said, "Okay. It wasn't taken... you didn't affirmatively specify the policy of the previous two years."

Mr. Zamora said, "Yes."

Councilor Calvert said, "Then you're saying by not doing so, then we can default to the other position, whereby if they are funded they don't necessarily have to come before us for approval every time."

Mr. Zamora said, "I'll try and summarize that, which is, the lack of position taken this year is the better practice."

Chair Dominguez said, "In other words, we're not micromanaging."

Councilor Calvert said, "And I think actually it did come up in the discussion, because I think the Chair mentioned it when we were talking about approving the budget, then Councilor Bushee said something about well I think we need to check our Resolutions or our Ordinances to see if we had specified that in the past. So, that's fine. I'm fine with just leaving it the way it is."

Chair Dominguez said, "I think it's better for us to let Robert start filling these positions that need to be filled, rather than waiting for us to approve it."

Councilor Calvert said, "Right, as long as they're approved budget positions."

Chair Dominguez gave specific direction to the City Manager to no longer to include those items on the Finance Committee agenda.

B. UPDATE ON BURGLARY REDUCTION PLAN. (POLICE CHIEF RAYMOND RAE)

Chief Rael presented information from his Memorandum dated June 13, 2012, to Councilor Carmichael Dominguez, Chair, City of Santa Fe Finance Committee, regarding Operation Full Court Press. Please see this Memorandum for specifics of this presentation.

Chair Dominguez asked Chief Rael to highlight things he is doing differently or new things he is doing.

Chief Rael said they have:

Assigned manpower to work the Narcotics unit to work exclusively in Santa Fe

Concentrated the patrol vehicles in parks/vicinities identified as hot area as burglary zone;

Beefed up the preventative patrols working in tandem with one marked and one unmarked unit so we can target the areas where burglaries are spiking;

Developed new information/methods of dealing with fresh information/lead/suspects to prioritize and get people out on the streets as quickly as possible; and

Put together a strike force with the Street Crimes Unit which is tasked with serving burglary warrants, surveillance and pursuit of the individuals we have positively identified as burglary suspects.

Chief Rael said, working in combination, all of these factors seem to have had a positive effect, noting the Operation has been in effect for one week, and during that week they made 15 arrests of individuals who are identified as property crime perpetrators either on warrants, or in possession of stolen property, and as a result several cases were broken – burglaries were solved and \$30,000 to \$40,000 in stolen property was recovered. He said what is new is that they are using a combination of different approaches in terms of addressing and identifying cases where they have a better chance of apprehending an individual.

The Committee commented and asked questions as follows:

- Councilor Dimas said in reading Chief Rael's Memorandum, he noted under Patrol Services there is a bullet which states, "If suspect has a history of property crimes, information will be listed in the Probable Cause Statement." He asked the Chief if this still his intention.

Chief Rael said yes. He said they met with the DA's office last week to discuss the policy and process, and no objections were raised to any of this. He said if there is an issue which needs to be corrected and/or adjusted, he is more than happy to do so. He said if it doesn't work, we will find an alternative method of presenting this information.

- Councilor Dimas asked if this is prejudicial when it comes to a Court hearing. He said, "In my experience, you can introduce this verbally to a Judge to get a higher bond, but to actually put a personal history or a criminal history in a Probable Cause Statement, in my opinion will prejudice a case, and you could lose that case as the result of that. So, you may want to have second thoughts about this. I'm not sure if you talked to the City Attorney or anybody before you implemented all these things, or if you've spoken to anybody else other than the District Attorney's Office, because, I personally spoke to one of the top defense attorneys probably in the State of New Mexico. And this is something that came up in our Court, and I've never seen it done, and I spoke to this defense attorney who stated that if that happens, they're going to have a field day and you're going to end up with a lot of dismissals as a result of that, because it does prejudice a case, once you do this. You can use it for pre-sentencing as a sentencing tool to get a longer sentence, but you can't actually do it.... I mean you can do it if you want to do it, if that's what's you're doing and you feel that's going to work for you, I'm just telling you that that's just my opinion of what will happen."

Chief Rael said he isn't an attorney, and defer to the attorneys in this regard, and if it needs to be adjusted, we'd be more than happy to do that.

- Councilor Dimas noted the City Prosecutor is in attendance today and asked if either she, or City Attorney Zamora, can speak to this issue – Page 3, Bullet #4 under Patrol Services, which states, "If a suspect has a history of property crimes, information will be listed in the Probable Cause Statement."

Krishna Picard, Assistant Attorney, City Prosecutor, said, "I'll be happy to work with the Chief on further developing this aspect of this plan, which seems like a good one overall, in order to attack our burglary problem."

- Councilor Dimas said his specific question is with regard to the information being inserted into a Probable Cause Statement.

Ms. Picard said, "What I would like to do at this point is actually research the [case list ???] laws so we can provide a thorough analysis. I did hear what Councilor Dimas brought here today. We are willing to look into this completely and fully and will work with Chief Rael and making sure this is policy to go forward."

- Councilor Dimas said this is a good program overall, and the idea is good, although he would see a little more on the Narcotics end. He said it is still the root of the burglary problem. Until we get our drug traffickers off the streets and start slowing down the drug traffic in Santa Fe, then we're not going to accomplish much until we do that.
- Councilor Dimas said he heard a good report last week on television about the Crimes Against Children Unit who have had 13 arrests in the past two weeks in a sting operation the Police were running on the internet and the social network, arresting 13 child predators. He heard the Chief say he is reassigning that unit to this Burglary Task Force.

Chief Rael said he reassigned one person from that unit. He said the operation they conducted has been concluded, but that doesn't prevent detectives from that unit from continuing an operation when issues of this type are identified with internet usage. He said unfortunately, they have only limited resources and he has to distribute them over the priority areas at this time. He said they made a major impact on crimes against children with those internet stings, and he now has to deal with the issue of burglaries starting to rise, so he shifted over one person for that operation.

- Councilor Dimas said then there will be 3 detectives who will remain in the unit who will continue with the operation they've been doing.

Chief Rael said yes, but the one they were doing ran to its conclusion and that specific operation has been terminated. However that does not prevent them from moving on to other operations should the appropriate situation present itself.

- Councilor Dimas said it is a good program, commenting we need to take the child predators as well as narcotics off the streets, and doesn't want to see that unit disbanded, even for 6 months.

- Councilor Dimas noted the overtime listed on page 5 of the Memorandum with a monthly expenditure of \$12,960, and 6 months \$78,000.

Chief Rael said this is possible, presuming that we don't get the problem reduced and can modify some of the numbers. He said these are initial estimates to get this issue under control.

- Councilor Dimas asked if this is funded out of the Department overtime budget, and Chief Rael said yes.
- Councilor Dimas asked the total overtime budget.

Chief Rael said he doesn't recall off the top of his head, and would have to get that number, unless Dr. Morgan can provide that number.

- Councilor Dimas said he wants to know what will be left in overtime after this operation.
- Chair Dominguez asked if this is overtime that has been budgeted or if it is from vacancies and salary savings.

Chief Rael said it is part of both, noting they still have vacancies and salary savings, noting they are working to fill those positions. He said overtime is already budgeted and requested for next year which extrapolates the costs they believe they will utilize.

- Councilor Dimas said he is glad to see that there is a plan in place. However, what he would like to see personally, as well as what the Governing Body probably would like to see, is a long term, comprehensive plan to address the burglary problem in Santa Fe. He said if we are up 108% over last year. He said he understands the Chief's plan is just starting and perhaps it will continue one way or another, and would like to hear where the Chief wants to go and the Chief's plan for the future in terms of the burglary problem.

Chief Rael said part of the long term plan are things they're working on now, such as getting treatment facilities in here to deal with some of the drug uses and stop some of these addictions before these people turn into burglars. He said the other part is to fill the current vacancies and then coming back to this Committee and asking for additional resources so he can address the problems further and keep them pinned down. He said after we deal with the initial problem, additional funding will be need to create, for example, a specific narcotics-related unit and operation. He said at this point we need to pin down the problem, and to identify what will work here. He said he doesn't want to hop-scotch into something that may or may not be appropriate to address the problem we have here in Santa Fe and the surrounding area.

- Councilor Dimas said he understands that shoplifting is up as well.

Chief Rael said yes, noting shoplifting and property crimes are all inter-related. He said if they can't break into a house, which has become difficult, then they'll move into the store and try to

shoplift items they can sell. He said they are working with the businesses to identify some of these individuals.

Responding to Councilor Dimas, Chief Rael said they are sending Johnny and Martin every day, or every time there is property crime offender or someone involved in a burglary.

- Councilor Dimas asked if the shoplifting cases are going primarily to Municipal Court or to Magistrate Court.

Chief Rael said under this operation, the individuals who have been identified as having a property crimes history are being sent to Magistrate Court so the DA's Office and the Magistrate Court can help them deal with that. He said all other first time offenders, people who don't have a long list of property crimes, are being referred to the Municipal Court.

- Councilor Dimas asked the reason to send them to Magistrate Court if it is only a petty misdemeanor, noting both courts have the same jurisdictional sentencing level.

Chief Rael said those with long property crimes history can have higher bonds set, or they can make determination as to the level the case is reviewed without an attorney. He said it makes sense to keep it compartmentalized if they are known burglars.

- Councilor Ives asked the Chief if he has a sense of how long he anticipates running the program at this time, and what results, in his assessment, will he want to see to continue to work the program.

Chief Rael said it really depends on the success. He said ultimately he would like to see the numbers drop below the 2011 numbers. He said it may be short term or longer term. He said the arrest numbers should increase and the burglary numbers decrease, noting he allowed 6 months for the full length of the programming phase. He said it takes longer to get a handle on it, and they may asked to increase the length of the program.

- Councilor Ives said he presumes the Committee will be receiving periodic reports, in terms of the success of this program, and Chief Rael said, "Mr. Chair, Councilor Ives, absolutely."
- Councilor Calvert said he would emphasize, even though we have the different units, that they don't become "silos." He said since there is a lot of inter-relatedness between some of these crimes, he wants to be sure there is sharing of information between these units, and hopes it is integral to the plan and the approach.

Councilor Calvert noted on page 1, under Property Crimes Unit, Chief Rael states, "A detective will deal with precious metal dealers." He said under Street Crimes Unit, Chief Rael states, "A unit will conduct surveillance at precious metal dealers." He asked what he means by these two.

Chief Rael said the Property Crimes Unit will be receiving information to enter into the system, and trying to make a determination as to whether or not it matches to a burglary so we can track who got it in. However, with regard to Street Crimes, they are much more pro-active. He said he doesn't want to go too much into detail on this for security purposes.

- Councilor Calvert said he wants to know if the precious metals dealers in general are complying with the Ordinance in providing the information. He said he has not heard otherwise, so he assumes they are. He said, in particular he is interested as to whether people are complying that pass through the City and whether they might be a source of some of the problems.

Chief Rael said the detectives in the Property Crimes Unit are going to be dealing with compliance and the other side is that the [inaudible] crimes people will be addressing those that don't comply as well. He has heard no complaints or issues with the local vendors or the out-of-town vendors.

- Councilor Calvert said he reads the Police Blotter every day in the newspaper, and jewelry is a top item to steal.

Chief Rael said in addressing the initial question on communication, this is one of the reason Sgt. Jim Sanchez, Property Crimes, is in charge of the overall operation. He said they are holding briefings every two weeks to ensure that all units are talking to one another and that information has begun to free-flow. That unit also is tasked with maintaining the lines of communications to the outside agencies such as Albuquerque. He said overall we stand a good chance of this being very effective.

- Councilor Calvert said in his Memo, Chief Rael indicates "Bike officers will patrol areas in pairs, and Bike officers patrol walking trails, parks, parking lots and neighborhoods." He suggested that they also use the ATV's as well to patrol arroyos and river beds. He doesn't believe the burglars move throughout the community on paved surfaces, and are known to use arroyos and the river beds quite often because we don't tend to patrol them. He understands they are harder to patrol. However, he thinks that should be thrown into the mix occasionally to keep them on their toes.

Chief Rael said he will incorporate into the plan moving forward, noting they are looking to place some of the cameras at strategic junctions so we can identify anybody walking through there with stolen goods.

Chair Dominguez thanked Chief Rael for this information. He said his perspective on fighting crime is the job the officers do on the street, as well as prevention activities and getting young children to value society and our system. He said one of his requests in the past has been better collaboration and cooperation between the Department and our youth in the community.

Chair Dominguez reiterated that he will be keeping a Public Safety item on the Finance Committee agenda. He said we need clarification on the probable cause statement, and information on the overtime budget. He said Councilor Dimas wants to see a more comprehensive plan, and he has ideas with which he would be willing to work with Councilor Dimas.

Chair Dominguez said it appears Councilor Dimas wants shoplifting data. He said Councilor Ives talked about wanting periodic updates on the success of what Chief Rael presented here today. He said he will be working with the City Manager to be sure this item is on the agenda frequently.

Chair Dominguez wants to look at the STOP program, and a closer look at the precious metals, burglary and false alarm stuff, as well as graffiti, maybe even getting a better understanding of the judicial system. He will be working with the City Manager on some of these things.

C. STATUS OF THE CITY OF SANTA FE INVESTMENT PORTFOLIO AS OF MARCH 31, 2012. (HELENE HAUSMAN)

Ms. Hausman reviewed the information in the Memorandum, noting as of March 31, 2012, the City had \$235 million in cash and securities, which is up due to the closing of the CIP Bond Issue on March 1, 2012, which gave us an additional \$22 million in cash to invest. She said the overall yield on the portfolio for March was 0.84%, noting she had anticipated being close to 0.5 by the end of June and the portfolio has held up very well. She said investing has been the biggest challenge she's had during her 6 years in this position, because of the complete unpredictability of calls, which has made scheduling virtually impossible. She is very please with the fact we've managed to hold the rate up as well as we have.

Responding to Councilor Dominguez, Ms. Hausman said, "It's "less-worse."

Dr. Morgan complimented Ms. Hausman for the detailed work she does and her day to day activities in ensuring the City's money is wisely and safely invested.

D. UPDATE OF GROSS RECEIPTS TAX REPORT RECEIVED IN JUNE 2012 (FOR APRIL 2012 ACTIVITY) AND LODGERS' TAX REPORT RECEIVED IN JUNE 2012 (FOR MAY 2012 ACTIVITY) (DR. MELVILLE MORGAN)

Dr. Morgan reviewed the Gross Receipts Tax Report for GRTs received in June for April 2012 activity, noting we are doing better than we were in 2008/2009. He said we are right on the money in terms of the budget – at a 4% increase.

Dr. Morgan said the decrease in June probably is due to an early cutoff this month due to the end of the fiscal year, noting historically the June receipts have been lower across time. He said we are down in the agribusiness/forestry/mining, and down in management of companies and arts and entertainment as well in unclassified. He said Ms. Raveling and Ms. Hausman worked hard to get more of the things in unclassified to be assigned to specific categories, so we are glad to see that down.

Dr. Morgan said there is a financial crisis in Europe which will impact us, noting Greece is somewhat straightened out, but they are now beginning to talk about Spain and Fitch is threatening to downgrade its bond ratings to junk which is a serious issue. He said we are reminded not to forget about Italy and India, commenting that the worldwide, global economy that we all wanted "we now have." He

said we use the Consumer Price Index a lot for the living wage and for other things, and noted the CPI went down 3% nationwide last month.

Dr. Morgan said we continue to be off on Lodger's Tax, noting they have been working over the past month with the City Attorney to engage in collections from hotels which haven't paid Lodger's Tax in some time.

Chair Dominguez asked how much data do we get in terms of unemployment data.

Dr. Morgan said he can provide this information for the Committee. He said New Mexico always runs a little behind the national trend, which makes him cautious about the unemployment figures..

Responding to Chair Dominguez, Dr. Morgan said he can get the local unemployment data very easily.

Chair Dominguez said he wants to include this information in the packet for future meetings.

Dr. Morgan said he will put together some data, and Chair Dominguez can decide if this is what the Committee wants, and he then will send it to the Committee electronically.

37. MATTERS FROM THE COMMITTEE

There were no matters from the Committee.

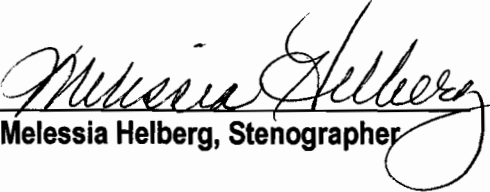
38. ADJOURN

There was no further business to come before the Committee, and the meeting was adjourned at 7:00 pm.

Carmichael A. Dominguez, Chair

Reviewed by:

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


Melessia Helberg, Stenographer