



Agenda

Finance Committee Meeting
February 5, 2007 – 5:15 pm
City Council Chambers

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

JANUARY 22, 2007

CITY CLERK'S OFFICE

DATE 2-2-07 TIME 3:10

SERVED BY [Signature]

RECEIVED BY [Signature]

INFORMATIONAL AGENDA:

CONSENT AGENDA:

6. BID OPENINGS:
 - A. BID NO. 07/08/B – LOCKER REPLACEMENT AT GCCC; NORCON OF NEW MEXICO (LIZ ROYBAL)
7. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – FOUR (4) VEHICLES FOR SENIOR DIVISION; ZIA BUS AND AUGER SALES AND SERVICE (ROBERT RODARTE)
8. REQUEST FOR APPROVAL OF PROCUREMENT UNDER FEDERAL PRICE AGREEMENT – CITY HALL CORRIDOR AND CITY COUNCILOR CONFERENCE ROOM CARPET; DIMENSIONS FLOORING (RICHARD FIEDLER)
9. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – ENGINEERING SERVICES FOR WATER TREATMENT PLANT IMPROVEMENTS PROJECT PHASE III (RFP #07/27/P); ENVIRONMENTAL ENGINEERING & TECHNOLOGY, INC. (ROBERT JORGENSEN AND BRIAN SNYDER)
 - A. REQUEST FOR APPROVAL OF BUDGET ADJUSTMENT – PROJECT FUND
10. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT AND CONSTRUCTION MANAGEMENT SERVICES – WATER TREATMENT PLANT IMPROVEMENTS PROJECT PHASE III (RFP #07/28/P); WEAVER GENERAL CONSTRUCTION COMPANY (ROBERT JORGENSEN AND BRIAN SNYDER)



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11. REQUEST FOR APPROVAL OF MEMORANDUM OF AGREEMENT – AIR QUALITY MONITORING AT SANTA FE MUNICIPAL AIRPORT; NEW MEXICO ENVIRONMENT DEPARTMENT (JIM MONTMAN)
12. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – FACILITY DESIGN SERVICES; SANTA FE RAPE CRISIS CENTER AND TRAUMA TREATMENT CENTER (FRANK ARCHUELTA)
13. REQUEST FOR APPROVAL OF COOPERATIVE AGREEMENT – ROADWAY REHABILITATION TO GALISTEO STREET; NEW MEXICO DEPARTMENT OF TRANSPORTATION (ERIC MARTINEZ)
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM GRANT REVENUES – PROJECT FUND
14. REQUEST FOR APPROVAL OF AMENDMENT NO. 8 TO PROFESSIONAL SERVICES AGREEMENT – SECURITY SERVICES AT SOUTHSIDE LIBRARY; CHAVEZ SECURITY, INC. (WALTER ROYBAL)
15. REQUEST FOR APPROVAL OF MAINTENANCE AGREEMENT – COMPUTERIZED PARKING REVENUE CONTROL SYSTEM FOR PARKING DIVISION; TIME EQUIPMENT CO. (WALTER ROYBAL)
16. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – FURNITURE FOR SOUTHSIDE LIBRARY; CULTURAL SURROUNDINGS (CHIP LILIENTHAL)
17. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM ANIMAL SERVICES AND EDUCATION SPECIAL REVENUE FUND FOR VEHICLE FOR POLICE DEPARTMENT (ANIMAL CONTROL) (CHIEF ERIC JOHNSON)
18. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO REVIEW RECOMMENDATIONS ESTABLISHED BY THE SANTA FE PUBLIC SCHOOLS HOMELESS YOUTH TASK FORCE AND TO PREPARE RECOMMENDATIONS FOR THE GOVERNING BODY REGARDING CITY TRANSPORTATION FOR THE HOMELESS YOUTH AND THEIR FAMILIES (COUNCILOR DOMINGUEZ) (JON BULTHUIS)



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19. REQUEST FOR APPROVAL OF A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF SANTA FE, NEW MEXICO, CALLING FOR THE SETTING OF PARKS, OPEN SPACE, TRAILS, AND RECREATION PRIORITIES TO FUND FACILITIES DESCRIBED IN THE CITY OF SANTA FE, PARKS, OPEN SPACE, TRAILS, AND RECREATION MASTER PLAN (COUNCILORS ORTIZ, WURZBURGER AND BUSHEE) (FABIAN CHAVEZ AND ANNE MCLAUGHLIN)
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE – CIP REALLOCATION FUND FOR PROJECT COST ANALYSIS
20. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING THE SANTA FE MUNICIPAL AIRPORT MASTER PLAN TO INCORPORATE A NEW COMBINED TRAINING FACILITY FOR THE CITY OF SANTA FE POLICE AND FIRE DEPARTMENTS, INCLUDING A SECURE VEHICLE IMPOUND YARD (COUNCILORS WURZBURGER, ORTIZ AND BUSHEE) (CHIP LILIENTHAL)

DISCUSSION:

21. REQUEST FOR APPROVAL OF FISCAL YEAR 2006/2007 MID-YEAR BUDGET REVIEW, INCREASES AND ADJUSTMENTS (KATHRYN RAVELING)
 - A. REQUEST FOR APPROVAL OF A RESOLUTION RELATING TO A REQUEST FOR APPROVAL OF SECOND QUARTER (MID-YEAR) BUDGET ADJUSTMENTS FOR FISCAL YEAR 2006/2007 (KATHRYN RAVELING)
22. REQUEST FOR APPROVAL OF DISTRIBUTION OF EXISTING AVAILABLE CASH BALANCES RELATED TO ½% CIP GRT ORDINANCE AMENDING SECTION 18-10.1, 18-10.3, 18-10.4 AND 18-10.5 SFCC 1987 REGARDING MUNICIPAL LOCAL OPTION GROSS RECEIPTS TAX; CLARIFYING THE IMPOSITION AND DEDICATION OF MUNICIPAL LOCAL OPTION GROSS RECEIPTS TAX; IN COMPLIANCE WITH STATE LAW (KATHRYN RAVELING)
23. REQUEST FOR APPROVAL OF A RESOLUTION RATIFYING THE GOVERNING BODY'S INTENT TO TERMINATE THE EXTRATERRITORIAL JURISDICTION JOINT POWERS AGREEMENT BY PROVIDING THE REQUIRED NINETY-DAY WRITTEN NOTIFICATION TO THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY (COUNCILOR CHAVEZ) (Postponed at Finance Committee meeting of January 22, 2007)



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24. A RESOLUTION SUPPORTING THE ESTABLISHMENT OF A STATEWIDE TRANSIT FUND TO ASSIST LOCAL GOVERNMENTS IN FINANCING THE PROVISION OF URBAN AND RURAL TRANSIT SERVICES THROUGHOUT NEW MEXICO (COUNCILORS CHAVEZ AND CALVERT) (JON BULTHUIS)
25. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – INSURANCE BROKER SERVICES FOR BUCKMAN DIRECT DIVERSION PROJECT PROPOSED OWNER’S CONTROLLED INSURANCE PROGRAM; WILLIS INSURANCE OF ARIZONA, INC. (RICK CARPENTER)
26. REQUEST FOR APPROVAL OF LEGAL SERVICES AGREEMENT – LEGAL SERVICES; ART MICHAEL (FRANK KATZ)
27. REQUEST FOR APPROVAL OF PROCUREMENT TO SALES AND SECURITY AGREEMENT – ELECTRIC SIGN MESSAGE CENTER FOR GCCC DIVISION (LIZ ROYBAL)
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM DONATION REVENUES – PROJECT FUND
28. UPDATE OF COMPREHENSIVE BRAND AND ADVERTISING STRATEGY AND TARGET AUDIENCE STRATEGY REPORTS FOR SANTA FE ADVERTISING (TOM MAGUIRE)
29. OTHER FINANCIAL INFORMATION
30. MATTERS FROM THE COMMITTEE
31. ADJOURNMENT

Interpreter for hearing impaired is available through City Clerk’s Office upon 5 days notice.

SUMMARY OF ACTION
CITY OF SANTA FE
FINANCE COMMITTEE

February 5, 2007

<i>ITEM</i>	<i>ACTION TAKEN</i>	<i>PAGE(S)</i>
Roll Call	Quorum Present	1
Approval of Agenda	Approved as published	2
Approval of Consent Agenda	Approved as amended	2
Approval of Minutes -January 22, 2007	Approved as submitted	2
Informational Agenda	No Items	2
Consent Agenda Listing	Listed	2-4
Consent Calendar Discussion		
6. Bid 07/08B Locker Replacement at GCCC - Norcon of New Mexico	Approved	4-5
7. Purchase 4 Vehicles for Senior Division Zia Bus and Auge Sales	Approved	5-6
17. Purchase new Animal Control Truck	Approved	6-7
Discussion Agenda		
21. Mid-year Budget Review, Increases, and Adjustments	Approved as amended	7-12
22. Distribution of Existing Available Cash Balances Related to ½ CIP GRT Ordinance Amending Section 18-10.1, 18-10.3, 18-10.4 and 18-10.5 clarifying Municipal Local Option Gross Receipts Tax	Approved	12
23. Resolution Ratifying the Governing Body's Postponed Intent to Terminate the Extraterritorial Jurisdiction Joint Powers Agreement	13-14

<i>ITEM</i>	<i>ACTION TAKEN</i>	<i>PAGE(S)</i>
24. Establishment of a Statewide Transit Fund to Assist Local Governments in Financing Urban & Rural Transit Services Throughout New Mexico	Approved	14
25 PSA - Insurance Broker Services for Buckman Direct Diversion Project Proposed Owner's Controlled Insurance	Approved	14
26. Legal Services Agreement for Legal Services with Art Michael	Approved	14
27. Procurement to Sales and Security Agreement - Electric Sign Message Center for GCCC Division	Postponed for two months	14-16
28. Update on Comprehensive Brand and Advertising Strategy and Target Audience Strategy Reports for Santa Fe Advertising	Received, no Action	17-18
Other Financial Information	None	18
Matters from the Committee	None	18
Adjournment	18

MINUTES OF THE
CITY OF SANTA FE
FINANCE COMMITTEE

February 5, 2007

1. CALL TO ORDER

A meeting of the Finance Committee was called to order by Chair Karen Heldmeyer at 5:15 p.m. on Monday, February 5, 2007, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2 ROLL CALL

Roll call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

Councilor Karen Heldmeyer, Chair
Councilor Christopher Calvert
Councilor Carmichael Dominguez
Councilor Matthew Ortiz
Councilor Rebecca Wurzbarger

MEMBERS ABSENT:

None.

OTHER COUNCILORS PRESENT:

Councilor Miguel Chávez

OTHERS ATTENDING:

Kathryn Raveling, Finance Director
Yolanda Green, Finance Division
Carl Boaz, Stenographer.

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

Councilor Wurzbarger moved for approval of the Agenda as published. Councilor Calvert seconded the motion and it passed by unanimous voice vote.

4. APPROVAL OF CONSENT AGENDA

Councilor Calvert requested that Items #6, #7, and #17 be pulled from the Consent Agenda for discussion.

Councilor Calvert also asked to be listed as a co-sponsor on Items #18, and #20.

Councilor Ortiz moved the approval of the Consent Agenda as amended. Councilor Wurzbarger seconded the motion and it passed by unanimous voice vote.

5. APPROVAL OF MINUTES:

JANUARY 22, 2007

Councilor Würzburger moved for approval of the minutes as published. Counselor Dominguez seconded the motion and it passed by unanimous voice vote.

INFORMATIONAL AGENDA:

Chair Heldmeyer noted there were to have been two items on the Informational Agenda and there were none listed. She said she presumed they would be on the next agenda.

CONSENT AGENDA LISTING:

- 6. [Removed by Councilor Calvert for discussion.]**
- 7. [Removed by Councilor Calvert for discussion.]**
- 8. REQUEST FOR APPROVAL OF PROCUREMENT UNDER FEDERAL PRICE AGREEMENT - CITY HALL CORRIDOR AND CITY COUNCILOR CONFERENCE ROOM CARPET; DIMENSIONS FLOORING (RICHARD FIEDLER)**

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CONSENT CALENDAR DISCUSSION:

6. BID OPENINGS:

- A. BID NO. 07/08/B - LOCKER REPLACEMENT AT GCCC; NORCON OF NEW MEXICO (LIZ ROYBAL)

Councilor Calvert asked what the problems were with the lockers.

Mr. Rodarte said they were the original lockers and patrons used their own locks but they were plastic and you could just pull on them and they would open. He said that over the years, wear and tear had been tremendous.

Mr. Lovato said they got a thicker gauge to prevent people from pulling them up to get their hand in it.

Councilor Calvert noted they approved expenditures for the pool area and he wanted a summary at some point.

Councilor Calvert moved for approval of this request.

Councilor Dominguez said he thought lockers were to be funded from pool monies.

Chair Heldmeyer said this was part of the same fund. She hoped the dehumidifiers were on order or being replaced because they really needed to be fixed.

Councilor Dominguez seconded the motion and it passed by unanimous voice vote.

7. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT - FOUR (4) VEHICLES FOR SENIOR DIVISION; ZIA BUS AND AUGER SALES AND SERVICE (ROBERT RODARTE)

Councilor Calvert asked what the vehicles were used for.

Mr. Rodarte said these were vehicles that check on seniors at their homes. Maybe take meals, etc. and that they ran all over town.

Councilor Calvert asked who supervised them.

Ms. Terrie Rodriguez said they were used for in-home services or light housekeeping.

Councilor Calvert asked why they needed cruise control.

Mr. Rodarte said that came with a package and did not cost extra. He said the only thing added was a CD player. That was it.

Chair Heldmeyer asked if they would they go out in the county or just in the City, noting that cruise control did help on the highway.

Ms. Rodriguez said the City does provide those services out in the county.

Chair Heldmeyer asked why they were buying mid sized vehicles.

Ms. Rodriguez said they had to carry vacuum cleaners, and other equipment.

Councilor Ortiz asked if this money was specifically just for this equipment. Ms. Rodriguez agreed. Just equipment, not for personnel.

Councilor Ortiz noted there were about 110 people on the waiting list so the need was to get people out there and the next grant should be heavy on getting the people to get out there.

Ms. Rodriguez said it would be a better investment but this was part of last year's process.

Councilor Wurzbarger said she understood the van but wondered why they were buying big new cars for this. She wondered if it was cost effective.

Mr. Rodarte said that was his decision based on the fact that the smaller cars didn't run on alternative fuel. He said it would save about \$1,200 per year.

Chair Heldmeyer noted that in senior services there was still a lot of confusion about the relation between city and county. Moving into the future, there was a real question about what senior services would be able to provide. And there would be more on the waiting list in the future. She felt the Committee needed to discuss where it would go.

She said buying the cars now was another issue. She suggested perhaps the Committee wanted to wait until they knew that this money had to be spent on vehicles.

Councilor Calvert moved for approval with the stipulation that the information be brought back to the Committee. Councilor Wurzbarger seconded the motion.

Ms. Rodriguez said the Older Americans Act did have guidelines for them to work from. She said this would provide continued funding for meals in homes, etc. and said the seniors wanted to stay in their homes.

Chair Heldmeyer asked how the City targeted low income.

Ms. Rodriguez said they had to take the person's word for it.

The motion passed by unanimous voice vote.

17. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM ANIMAL SERVICES AND EDUCATION SPECIAL REVENUE FUND FOR VEHICLE FOR

POLICE DEPARTMENT (ANIMAL CONTROL) (CHIEF ERIC JOHNSON)

Councilor Calvert asked if this was a sole source contract.

Mr. Rodarte said it was from the state price agreement. He said the truck would operate on diesel and they would use their old animal control truck bed.

Councilor Calvert moved for approval of the request. Councilor Wurzbarger seconded the motion and it passed by unanimous voice vote.

DISCUSSION:

21. REQUEST FOR APPROVAL OF FISCAL YEAR 2006/2007 MID-YEAR BUDGET REVIEW, INCREASES AND ADJUSTMENTS (KATHRYN RAVELING)

A. REQUEST FOR APPROVAL OF A RESOLUTION RELATING TO A REQUEST FOR APPROVAL OF SECOND QUARTER (MID-YEAR) BUDGET ADJUSTMENTS FOR FISCAL YEAR 2006/2007 (KATHRYN RAVELING)

Ms. Raveling said she did answer the two questions that came up last time. She said the \$88,000 for the Attorney's Office. She referred to page nine and noted there was an increase of \$78,000 which was offset by a decrease of \$78,000.

She said the Legal services were listed on page 76.

Councilor Ortiz asked if that meant the City had a classified attorney.

Ms. Raveling said that was correct.

Councilor Calvert referred to page 2 under #2 and asked the DWI fund was.

Ms. Raveling said the revenue came from the DWI school and the charges students paid.

Councilor Calvert said on the same page, #4 talked about eight vehicles from vacancy savings. He commented there seemed to be a lot of demand on vacancy savings and wanted to be sure not everyone had their eyes on that fund.

Ms. Raveling said she thought they were keeping an eye on it. She noted that one-time vehicles were not recurring like staff positions would be.

Councilor Calvert asked her to give an accounting of that at the next meeting.

Councilor Calvert asked what the \$100,000 for legal services/CVB was for.

Ms. Raveling explained that about \$10,000 was for the Convention Center legal services.

Councilor Calvert referred to page 3 and asked for the status of the franchise agreement with PNM.

Mr. Buller said Nan Winters was under contract and she was working on the last details with PNM on the issues still unresolved. He said they would bring it back to PUC.

Councilor Calvert asked if they were losing money in the meantime or was it retroactive.

Mr. Buller said it was a loss and was reflected in here as a negative.

Councilor Wurzbarger referred to page 67 and was concerned with the General Fund analysis that showed operating expenses much above 50% (60-83%). She asked if that meant a shortfall at the end of the fiscal year.

Ms. Raveling said the report also picked up anything that was encumbered like Affordable Housing. She said it was not a problem.

Councilor Dominguez noticed throughout there were requests for vehicles: and asked if this was from things that were denied in 06-07 before.

Ms. Raveling explained that they often used Mid Year as a time to replace vehicles. Typically in the last few years they used funds for that purpose. She added that it was one of Robert Rodarte's jobs to keep track of all of them. She said replacement was easier than expansion. Most cars were disposed through the auction. He discouraged keeping them beyond their life and it worked out better when another department could pass down a vehicle.

Councilor Dominguez asked how cash balances were monitored in the Enterprise Funds.

Ms. Raveling said she would include the cash analysis on that and report out on surplus funds. She said the policy was to keep ten percent so she would back that out

with expenditures so it was just subtracting the difference.

Councilor Dominguez asked if the SFPS had accepted the reimbursement agreement for the school crossing guards.

Mr. Buller said in talking with Bobbie Gutierrez they would like to amend the MOU with regard to police on campus and crossing guards. He said he was working with her to see if they were feasible. He said they were working off the old MOU.

Ms. Raveling agreed and said it was year to year.

Councilor Dominguez asked if more bodies were being introduced into the organization and if the salary adjustments were part of the reorganization.

Ms. Raveling referred him to page 3 showing the three new positions which were an Alternative Energy Specialist, Project Specialist for the Children and Youth Fund, and an Administrative Assistant for the Risk and Safety Department. She said they were new positions, not transfers of positions and there were budget increases for departments.

Councilor Dominguez- referred to page 12 at \$22,796 under Admin services and asked what it was for. He said there were a bunch of them for salaries.

Ms. Raveling most of them were for the Police Department salaries.

Chair Heldmeyer recalled that a couple of months ago, all the Councilors were given information about changes in levels of pay since the beginning of this administration. She said they didn't understand that it was part of the strategic planning and midyear budget and felt it would help to see that information again.

Councilor Wurzbarger said they have moved people around; so one dept has gone up ten people. Somebody was sent to Water and then Solid Waste and then somewhere else. Now, she said she could not determine what had changed.

Councilor Ortiz said he was not in favor of the expansion requests without justifications for each position. He said there was no job description of Energy Specialist. He felt the Children and Youth Specialist, being funded out of cash balances was putting in another position and taking away from program funding. He asked why this position was needed and the same held true for risk management. Those were questions for all three positions.

Lynn Hathaway said the Children & Youth position was not coming out of grants this year. She explained that they doubled the amount of grants but not doubled the staff. She said she needed help and had lost administrative support. She explained that the Community Services Division was not there any more so the Office Manager and quarter time staff were no longer there but at various other places like GCCC.

She added that the strategic plan included positions that were never implemented.

Councilor Ortiz felt that was an honest assessment and she did need administrative help.

Ms. Hathaway said the quarter time assistant and office manager were no longer available to her.

Councilor Ortiz suggested it might be better to move her into another place.

Ms. Hathaway said it had been almost 18 years since she started and it was time to have some help.

Councilor Ortiz asked what was happening to Community Services Section.

Ms. Hathaway said she would still be asking for extra staff. She explained that they had to plan 3 years in advance and had to keep a healthy balance and have increases for programs.

Councilor Ortiz asked about the Utilities Specialist.

Mr. Buller said a task force recommended it at the end of 2005. He said there was a Dec 19, 2006 memo justifying the position that the Council would get tomorrow. He listed staff reviews. He said it was a job description that would be more than one person could do. It also looked at alternative fuels and asked for being a liaison with PNM, the work that Robert Romero was doing now.

Councilor Ortiz felt, given the expansions, approving increases at midyear, it made no sense at all to increase three administrative positions. He felt they needed more workers at the parks and more money for waste truck drivers. He was at a loss on the reason why Community Services was not providing the support they had provided in the past. He said they had that position in Community Services now and someone needed to be reassigned.

He felt the Risk Management person was not needed either. He said PNM would provide assistance on energy savings but the RFP was never done for that. So he was not in support of any of the three positions now.

Councilor Ortiz moved to approve the mid year budget changes except the three new positions.

He said if additional information could be provided to Council. He said it should include what could be done for Community Services.

Councilor Wurzbarger seconded the motion for discussion.

She said they couldn't get into alternative energy because they had no one in the position. She would like to see another way to move things around. She felt Lynn Hathaway did need help and was now in a universe by herself and they needed options for getting at least two of them.

Councilor Ortiz amended his motion to no recommendation for the three positions. Councilor Wurzbarger seconded the amendment.

Chair Heldmeyer was concerned about replacement of vehicles in Planning but computers and hand-helds seemed to be needed more. She noted that future funding might not exist for the Children and Youth position.

She saw the increase of \$150,000 for training and human resources and agreed with more money for training and especially career paths. She asked if it really would be spent.

Ms. Raveling said it was actually to double the training budget because last year, in June, they were running out of money.

Chair Heldmeyer said she would be happier with a real number. She added that she was irritated at paying \$500 to a test provider for their error.

She also asked if police vehicles were still being taken home.

Ms. Raveling said they were.

Chair Heldmeyer said the City should keep its safety personnel in or near Santa Fe. Many of them were going to Rio Rancho.

The motion passed by unanimous voice vote. Councilor Dominguez was not in the room for the vote.

22. REQUEST FOR APPROVAL OF DISTRIBUTION OF EXISTING AVAILABLE CASH BALANCES RELATED TO ½% CIP GRT ORDINANCE AMENDING SECTION 18-10.1, 18-10.3, 18-10.4 AND 18-10.5 SFCC 1987 REGARDING MUNICIPAL LOCAL OPTION GROSS RECEIPTS TAX; CLARIFYING THE IMPOSITION AND DEDICATION OF MUNICIPAL LOCAL OPTION GROSS RECEIPTS TAX; IN COMPLIANCE WITH STATE LAW (KATHRYN RAVELING)

Councilor Calvert noted that part of this had already been spent.

Ms. Raveling agreed.

Councilor Calvert said that, given the discussions they had about strategic planning, this seemed like having the cart before the horse and was a little concerned about that.

Ms. Raveling said they were excited about the software for the new HR personnel system. She said they would use it on the AS 400. She explained the background on the system and said the new software was now Oracle software.

Chair Heldmeyer asked if it included the billing system.

Ms. Raveling said it did not at this point but would follow later. She felt that the HR payroll system was the priority now.

Chair Heldmeyer said one problem with JD Edwards was its lack of flexibility.

Ms. Raveling said every system on the market was a package system and it caused problems to try to adapt to the way you were doing things. She commented that JD Edwards system was actually very flexible, sophisticated, has many things we don't even use.

Councilor Wurzbarger felt it was important to pay their bills including payroll.

Councilor Ortiz moved to postpone this item until the next Finance Committee meeting. Councilor Wurzbarger seconded the motion and it passed by unanimous voice vote.

23. REQUEST FOR APPROVAL OF A RESOLUTION RATIFYING THE GOVERNING BODY'S INTENT TO TERMINATE THE EXTRATERRITORIAL JURISDICTION JOINT POWERS AGREEMENT BY PROVIDING THE REQUIRED NINETY-DAY WRITTEN NOTIFICATION TO THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY (COUNCILOR CHÁVEZ) (Postponed at Finance Committee meeting of January 22, 2007)

Councilor Chávez reported that this had been to Public Works and Finance Committees a couple of times already and asked if they wanted to pass it on to Council without recommendation. He said the JPA has not been changed for ten years and the EZA no longer matched the map. He said they had amendments that were recommended from both committees and would let the Committee decide.

Councilor Calvert agreed with most of that but noted they were doing the legislative session and the state was looking for cooperation of city and county. He said they didn't want to send this signal at this time and any number of things could be jeopardized.

Councilor Calvert moved to delay consideration of this until after the legislative session. Councilor Wurzbarger seconded the motion.

Councilor Chávez said they were always under the shadow of Big Brother. The City has been providing services to the urban area. The County admitted it was urbanizing this area and he knew the County had been trying to introduce legislation without communicating but that was part of cooperation. He said they have been in that holding pattern.

Chair Heldmeyer didn't think it was holding pattern. She asked if the County wasn't shopping around to determine if they should dissolve the EZ.

Councilor Chávez said Albuquerque and Bernalillo were seeking to rescind that kind of decision they once made.

Chair Heldmeyer said she understood the need for harmony but didn't understand why the City always had to hum. She thought the legislature probably already knew they were not getting along.

Councilor Chávez felt that at a minimum they ought to consider pulling out of EZA and EZC because it made no sense.

Chair Heldmeyer said they had a motion to postpone until after the legislature.

Councilor Chávez said he would pull it if they just postpone and postpone.

The motion passed by majority voice vote with Councilor Wurzburger and Councilor Calvert voting yes and Councilor Ortiz not voting.

24. A RESOLUTION SUPPORTING THE ESTABLISHMENT OF A STATEWIDE TRANSIT FUND TO ASSIST LOCAL GOVERNMENTS IN FINANCING THE PROVISION OF URBAN AND RURAL TRANSIT SERVICES THROUGHOUT NEW MEXICO (COUNCILORS CHÁVEZ AND CALVERT) (JON BULTHUIS)

Councilor Calvert moved to approve the resolution. Councilor Wurzburger seconded the motion and it passed by unanimous voice vote.

25. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT - INSURANCE BROKER SERVICES FOR BUCKMAN DIRECT DIVERSION PROJECT PROPOSED OWNER'S CONTROLLED INSURANCE PROGRAM; WILLIS INSURANCE OF ARIZONA, INC. (RICK CARPENTER)

Chair Heldmeyer asked Mr. Carpenter why this was coming to this committee.

Mr. Carpenter replied that it was because it was the City that would execute the agreement and added that he was taking it to the meeting on Thursday.

Councilor Wurzburger moved for approval of the request. Councilor Calvert seconded the motion and it passed by unanimous voice vote.

26. REQUEST FOR APPROVAL OF LEGAL SERVICES AGREEMENT - LEGAL SERVICES; ART MICHAEL (FRANK KATZ)

Councilor Ortiz moved to approve the request. Councilor Wurzburger seconded the motion and it passed by unanimous voice vote.

27. REQUEST FOR APPROVAL OF PROCUREMENT TO SALES AND SECURITY AGREEMENT - ELECTRIC SIGN MESSAGE CENTER FOR GCCC DIVISION (LIZ ROYBAL)

A. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM DONATION REVENUES - PROJECT FUND

Chair Heldmeyer said in addition to the fact of the sign, she asked the City Manager to explain the procurement process for this.

Ms. Roybal said she got the questions on the procurement rules but they had not gotten that far. She said they discussed how they would handle the monies. She said the sign originally was about \$25,000 which was amount Los Alamos National Bank had committed but the sign turned out to be about \$40,000 and Los Alamos National Bank would still give the \$25,000.

Chair Heldmeyer asked why they wouldn't put out an RFP to get the best offer. She asked what engendered this.

Ms. Roybal said she would take responsibility. She said she worked in Los Alamos for several years and noted that the bank had two branches and soon would have a third, so she asked them. She said Fidel Gutierrez could not be here so he wrote a letter that she read.

Chair Heldmeyer asked if this would include an ATM in the Center.

Ms. Roybal said yes and that they would pay for it each year. She added that this was a typical partnership in the National Parks across the country. She said by procurement rules, they saved \$2,700 in GRT monies.

Councilor Ortiz commented that they had this same flap over advertising in the ice rink. He asked why LANB and only they had the opportunity to have the permanent ability to put their name up. He asked what kind of response they sought from the public before deciding on the size of the sign.

Ms. Roybal said she started in July, working with Planning and Zoning, and then was directed to Attorneys who said it was up to City Manager. She said the Mayor blessed it also; even knowing it would be controversial.

Councilor Ortiz said he was not talking about the RFP but was asking about public input.

Ms. Roybal said there was no public input but Julie Berman solicited a lot of comments from the public.

She added that they had the full support of the GCCC Advisory Committee.

Councilor Ortiz said they must have public input on it.

Ms. Roybal said the advertising policy didn't include a requirement for public comment. She said when it was in The New Mexican, they did get public comment. She said she had no problem having public hearing.

Councilor Ortiz said a Public Hearing was different from an ENN meeting.

Councilor Wurzbarger said she was impressed with their efforts but agreed with Councilor Ortiz about the ENN. She said that to have a bank sign on this beautiful building was something she was just uncomfortable with. She asked if the City should put a bank name on the Civic Center.

Chair Heldmeyer said she had been contacted by many people in District 4 and the first one said it made him want to throw up. Everybody who contacted her was against it. She noted this piece of property was zoned C-2. Zoning was put in when they acquired the property because when someone tried to actually do something commercial, the City decided to buy it. The feelings of the people there were that they didn't want commercial.

She said some might say it was wonderful and others might say it was awful but that was why they must get public input.

Ms. Roybal thought the signage was something very needed and thought it matched the GCCC and was done tastefully. She added that they could scale it down.

Ms. Roybal asked how advertising was handled on transit.

Chair Heldmeyer said they had a separate policy.

Councilor Ortiz moved to postpone this request for two months in order to have an ENN meeting. Councilor Calvert seconded the motion and it passed by unanimous voice vote.

Chair Heldmeyer said GCCC would be an information item at the next Finance Committee meeting and Councilor Dominguez wanted a report on concessions.

Councilor Ortiz urged them to keep the family bathrooms clean.

Ms. Roybal said the bathrooms were a high priority.

28. UPDATE OF COMPREHENSIVE BRAND AND ADVERTISING STRATEGY AND TARGET AUDIENCE STRATEGY REPORTS FOR SANTA FE ADVERTISING (TOM MAGUIRE)

Tom Maguire presented the report and shared a handout. He introduced staff from Vaughn Wedeen. He said the handout was different from what was in the packet.

Steve Wedeen gave a progress report, walking through the document hand out. He explained that they responded to the RFP and won the bid. He said they started working in November so this was the result of 90-120 days of work.

He explained that they spent all of November studying research, the Tourism Plan, the Economic Development Plan, etc. so they were pretty well versed on the challenges and opportunities for promoting Santa Fe.

He said they found out some surprising things and when they started, they made no assumptions. He said their job was to make the Santa Fe brand reach many more people and thus increase tourism with the kind of customers they wanted to come.

He went through the second part which was Positioning and the third part which was Value Propositions.

Councilor Wurzbarger said local people liked "City Different" and asked if he had another tag line to suggest.

Mr. Wedeen said they considered others and did not have another to suggest at the moment but they were open to others.

Chair Heldmeyer asked if he could sum it up.

Mr. Wedeen said they found three groups that should be targeted: 1) the tried and true, 2) the proven but not maximized, and the young aspiring. He said the young aspiring and affluent seniors were the two groups they were focusing on.

Councilor Wurzbarger liked that and the fact that they were pushing the envelope for new audiences. She felt their visuals were exciting and provocative.

Chair Heldmeyer said she didn't like them at all. She felt they were too much picture and too many words. The others were clean and simple.

Mr. Wedeen said these were the 4-5 ads they had to come up with pretty quickly and those ads were for a very specific demographic.

Chair Heldmeyer said she liked very clean, crisp and simple. There were others that were hard to read.

Councilor Ortiz thought it was a wonderful strategy and was impressed with the content.

29. OTHER FINANCIAL INFORMATION

None.

30. MATTERS FROM THE COMMITTEE

None.

31. ADJOURNMENT

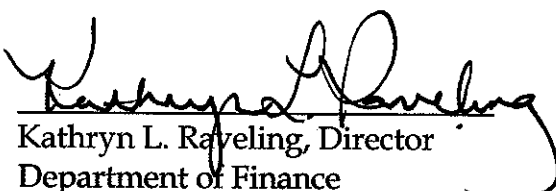
Having completed the agenda and with no further business to come before the Committee, the meeting was adjourned at approximately 7:35 p.m.

Approved by:



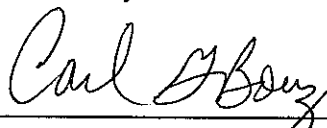
Karen Heldmeyer, Chair

Reviewed by:



Kathryn L. Raveling, Director
Department of Finance

Submitted by:



Carl Boaz, Stenographer