



# Agenda

Finance Committee Meeting  
February 19, 2007 – 5:15 pm  
City Council Chambers

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

CITY CLERK'S OFFICE

DATE 2-16-07 TIME 1:20

SERVED BY Yolanda Vigil

RECEIVED BY Guillelmo

## INFORMATIONAL AGENDA:

5. UPDATE ON CONCESSION SERVICES AT GCCC (LIZ ROYBAL)

## CONSENT AGENDA:

6. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – SUMMER MUSIC FESTIVAL ON THE PLAZA; OUTSIDE-IN (SABRINA PRATT)
7. REQUEST FOR APPROVAL OF AMENDMENT NO. 6 TO LEGAL SERVICES AGREEMENT – WATER RELATED ISSUES FOR WATER DIVISION; RODEY, DICKASON, SLOAN, AKIN & ROBB, P.A. (RICK CARPENTER)
8. REQUEST FOR APPROVAL OF COST SHARING AGREEMENT – NORTHWEST QUADRANT WATER SYSTEM; SOUTHWEST LIFESTYLE CONCEPTS, LLC (GARY MARTINEZ)
9. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT – STENOGRAPHIC SERVICES FOR COMMITTEE MEETINGS; CARL G. BOAZ (YOLANDA VIGIL)
10. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT – CODIFYING AND SUPPLEMENTING SERVICES FOR SANTA FE CITY CODE 1987; CODED SYSTEMS, LLC (YOLANDA VIGIL)
11. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – REVIEW SERVICES FOR MRC; MOSS ADAMS, LLP (TERESITA GARCIA)
12. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – LANDSCAPE ARCHITECTURAL SERVICES AT FRANKLIN MILES PARK (RFP #07/22/P); SITES SOUTHWEST (FABIAN CHAVEZ)
  - A. REQUEST FOR APPROVAL OF BUDGET ADJUSTMENT – PROJECT FUND



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13. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – LANDSCAPE ARCHITECTURAL SERVICES AT FT. MARCY/MAJORS FIELD (RFP #07/23/P); CONSENSUS PLANNING, INC. (FABIAN CHAVEZ)
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15. REQUEST FOR APPROVAL OF AGREEMENT – FRANKLIN MILES PARK CONCESSION BUILDING DESIGN SERVICES (RFP #07/30/P); HUITT-ZOLLARS, INC. (MARY MACDONALD)
16. REQUEST FOR APPROVAL OF RECOMMENDATIONS FOR ALTO STREET AFFORDABLE HOUSING DESIGN COMPETITION CONCEPT – OFFICE OF AFFORDABLE HOUSING (MELISA COLLETT)
17. REQUEST FOR APPROVAL OF USE OF MUNICIPAL RECREATION COMPLEX PROPERTY FOR ELECTRICAL SUBSTATION AND TRANSMISSION LINES FOR BUCKMAN DIRECT DIVERSION PROJECT (FRANK ARCHULETA)
18. REQUEST FOR APPROVAL OF PROCUREMENT – POLICE VEHICLE EQUIPMENT AND INSTALLATION; WEST MESA AUTO CRAFTS, INC. (CHIEF ERIC JOHNSON)
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20. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – VEHICLE MOBILE LIFT FOR FIRE DEPARTMENT; PERFORMANCE TOOL AND EQUIPMENT (CHARLIE VELARDE)
21. REQUEST FOR APPROVAL OF A RESOLUTION RESCINDING RESOLUTIONS NO. 1999-62 AND NO. 2003-11 REGARDING THE PARK ADVISORY COMMITTEE AND ADOPTING A RESOLUTION ESTABLISHING A PARKS AND OPEN SPACE ADVISORY COMMISSION (COUNCILOR BUSHEE) (FABIAN CHAVEZ)



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  - A. REQUEST FOR APPROVAL BUDGET INCREASES FOR SALARY ADJUSTMENTS FOR AFSCME, POLICE OFFICERS' ASSOCIATION AND NON-UNION EMPLOYEES (MAYOR COSS)
  - B. UPDATE OF LODGERS' TAX TO-DATE (KATHRYN RAVELING)
24. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON MARCH 14, 2007 OF AN ORDINANCE CREATING A NEW SECTION 19-7.1 SFCC 1987 TO SET A NEGOTIATIONS SCHEDULE FOR MANAGEMENT TEAMS AND COLLECTIVE BARBAINING UNITS (COUNCILOR ORTIZ) (GARY BARTLETT)
25. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON MARCH 14, 2007 OF AN ORDINANCE AMENDING SECTION 11-11.14 SFCC 1987 TO INCLUDE FARMERS' MARKETS AS A QUALIFYING ENTITY FOR ECONOMIC DEVELOPMENT PROJECTS REQUESTING ECONOMIC ASSISTANCE FROM THE CITY (COUNCILOR BUSHEE) (CRAIG FIELDS)
26. REQUEST FOR APPROVAL OF JOINT POWERS AGREEMENT – CONSTRUCTION OF ALL TERRAIN VEHICLES (ATV)/OFF-HIGHWAY VEHICLES (OHV) TRAILS AT MRC; NEW MEXICO ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT (FRANK ARCHULETA)
  - A. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM GRANT REVENUES – PROJECT FUND
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29. REVIEW OF FINANCIAL REPORT FOR DESIGN WEEK 2006 (CRAIG FIELDS)
30. DISCUSSION OF 400<sup>TH</sup> ANNIVERSARY CELEBRATION AND REQUEST FOR APPROVAL OF BUDGET INCREASE FOR START-UP PLANNING – LODGERS' TAX FUND (MAYOR COSS)
31. OTHER FINANCIAL INFORMATION
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Interpreter for hearing impaired is available through City Clerk's Office upon 5 days notice.

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**MINUTES OF THE  
CITY OF SANTA FE  
FINANCE COMMITTEE MEETING**

**February 19, 2007**

**1. CALL TO ORDER**

A meeting of the City of Santa Fe Finance Committee was called to order by Councilor Karen Heldmeyer, Chair at approximately 5:30 p.m., in the City Council Chambers, City Hall, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

None

**OTHER COUNCILORS PRESENT:**

Councilor Patti J. Bushee  
Councilor Miguel Chavez

**STAFF PRESENT:**

Kathryn Raveling, City Finance Director  
Robert Rodarte, Purchasing Division  
Denise Cox, Stenographer

There was a quorum of the membership present for the conducting of official business.

**3. APPROVAL OF AGENDA**

Ms. Raveling requested item 30 be moved up.

**Councilor Calvert moved to approve the agenda moving item 30 up to the first discussion item after item 24. Councilor Wurzburger seconded the motion which passed by unanimous voice vote.**

**4. APPROVAL OF CONSENT AGENDA**

Councilor Calvert pulled item 11.

Councilor Dominguez pulled item 22 and requested it be heard first on consent.

**Councilor Calvert moved to approve the consent agenda as amended, Councilor Wurzburger seconded the motion which passed by unanimous voice vote.**



**CONSENT AGENDA:**

6. **REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – SUMMER MUSIC FESTIVAL ON THE PLAZA; OUTSIDE-IN (SABRINA PRATT)**
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*This item was pulled from the consent calendar.*

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*This item was pulled off the consent agenda.*

**INFORMATIONAL AGENDA:**

**5. UPDATE ON CONCESSION SERVICES AT GCCC (LIZ ROYBAL)**

Ms. Roybal reviewed the memorandum. She noted there have been some struggles due to the inability to recruit adequate staff so they have not been open the maximum hours of operations. They anticipate doubling the hours of operation when they are fully staffed. She referred to the financial report on the second page of the memo and reported they are in the black. She is pleased overall as it normally takes 2-3 years to get businesses going.

Chair Heldmeyer was surprised to hear this as they did not hear that phrase "it normally takes 2-3 years" when they were told this would be a better way to do it.

Ms. Roybal said they are six months into it and that is a general term in the business arena. She is not saying that is a definite for the café. Most restaurant businesses take 2-3 years before they see considerable profits.

Chair Heldmeyer said they were not told that when the idea was sold to the Council.

Ms. Roybal explained that this is her opinion tonight and it was not brought up as that was not part of the package. She still thinks they are delivering better quality food at better prices.

Councilor Dominguez agreed with the Chair as he has the same concern. This idea was delivered to them like it would happen immediately. He said the City was making money off the concessionaire and he feels the contract could have been negotiated better. He does not believe that government's job is to provide the service, but it is to make sure the service is provided. He does not feel the service is being provided to the extent it was previously. The hours are not as consistent. He asked how much of the expenses are still outstanding.

Ms. Roybal said all the expenditures have been accounted for.

Ms. Raveling clarified that the report in the packet is the one David prepared. She said her report includes encumbrances so it is hard to tell if it is related to this period of time or if it is start up material.

Councilor Dominguez commented that the reality is that next month this may be in red.

Ms. Raveling said they can bring this to the Committee for a period of time.

Councilor Dominguez said the fact is that they were sold on the idea with good intent, but he thinks it may have been done in haste. He would have rather transitioned out and done more homework. He does not necessarily want Ms. Roybal to be spending staff time on this. He feels there are many expenses not calculated in this and he is bothered they are not providing the level of service constituents want.

Councilor Ortiz wants to see that they keep the family room bathrooms clean as well as the women's bathrooms.

Chair Heldmeyer reported that the Committee is trying to get data on day to day and hour by hour how many staff are working and how many people are using the facility. She would like to see this information.

Ms. Roybal asked if they want this information in relation to the café or on the whole facility. She apologized as it was not clear this information was wanted.

Chair Heldmeyer wanted to know who is using facility and how many staff are there.

Councilor Dominguez is concerned about the fiscal stability of the center and café. He only wants to see this back if it falls in the red, but would like Ms. Raveling to keep an eye on this in case they need to reconsider what they have done.

**ITEMS PULLED FROM THE CONSENT AGENDA:**

- 22. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON MARCH 14, 2007 OF AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE SANTA FE SMOKE FREE ORDINANCE, ARTICLE 10-6 SFCC 1987 FOR CLARIFICATION OF ISSUES THAT HAVE ARISEN DURING THE ENFORCEMENT OF THE SMOKE FREE ORDINANCE (COUNCILOR BUSHEE) (SEVASTIAN GURULE)**

Councilor Bushee explained that she is trying to clarify the original language. They want to reflect the State bill as close as possible while strengthening staff's ability to enforce the true intent of the ordinance. She reviewed the proposed amendments incorporated herewith to these minutes as Exhibit "1."

**Councilor Calvert moved approval, Councilor Dominguez seconded the motion.**

Chair Heldmeyer said this idea of what a cigar bar is may need more work because the cigar bar that existed prior to this ordinance does serve a limited amount of food. She said they are a true cigar bar.

Councilor Bushee explained that the State law does not allow service of food in a cigar bar. She agreed to look into that before this goes to Council.

**There being no abstaining or dissenting votes, the motion passed by unanimous voice vote.**

- 11. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – REVIEW SERVICES FOR MRC; MOSS ADAMS, LLP (TERESITA GARCIA)**

Councilor Calvert asked if they are authorizing something previously done.

Ms. Raveling said that is correct as it was authorized by the previous City Manager. She said they do have to pay the people.

**Councilor Calvert moved approval, Councilor Ortiz seconded the motion which passed by unanimous voice vote.**

**DISCUSSION:**

- 23. DISCUSSION AND POTENTIAL ACTION RELATED TO RECENT GROSS RECEIPTS TAX DISTRIBUTION (KATHRYN RAVELING)**  
**A. REQUEST FOR APPROVAL BUDGET INCREASES FOR SALARY ADJUSTMENTS FOR AFSCME, POLICE OFFICERS' ASSOCIATION AND NON-UNION EMPLOYEES (MAYOR COSS)**  
**B. UPDATE OF LODGERS' TAX TO-DATE (KATHRYN RAVELING)**

Ms. Raveling reviewed the different scenarios that they could look at for pay plans which were included in the packet. She reported that she now has actuals through June 30<sup>th</sup>.

Mayor Coss asked the Committee to proceed with this. He knows the motion that they passed said if they were not meeting the 4% they would not do the raise. He said the money is in the budget for the raises. They are currently at 3.8% and everyone is in agreement including the unions that they do not want to do a mid year budget like this again.

Councilor Wurzbarger asked which line item the money is in.

Ms. Raveling proposes increasing the budget by the pay periods selected which will impact the general fund \$235,000. She explained that the Mayor did put aside an extra \$.5 million in cash which appears to be there.

Chair Heldmeyer asked what the Mayor was going to do with this money he set aside.

Mayor Coss said it was a reserve fund because last year they harmed the city by holding vacancies and then the revenues rebounded. He said last year when they finished the fiscal year so strongly he put some aside so they would not have to count on vacancy savings due to fluctuations in the gross receipts.

Councilor Wurzbarger asked if the difference is only \$250,000.

Ms. Raveling explained that with their approval she will increase the budget \$200,000 and increase the salaries so they would use the reserve for \$35,000.

Councilor Calvert asked where the \$235,000 came from.

Ms. Raveling reviewed page 3 of the memorandum for clarification.

Councilor Calvert asked if this will be on the Council's next agenda.

Mayor Coss replied yes.

Chair Heldmeyer commented that Ms. Raveling has not evaluated the enterprise funds yet so there may need to be subsidies.

Ms. Raveling does not see any problems and added that these subsidies are spread out a lot over other funds. She noted that if they do 10 pay periods they will have to retro one pay period so the 9 pay periods would be better.

Chair Heldmeyer asked what happens if next year's GRT comes in at an even lower deficit. She asked where the money will come from or if they again will have to have vacancy savings or if they would have to go into the Mayor's stash.

Ms. Raveling said it would probably be a combination of both. She thought they would look at a lot of different areas to see what they could do.

Chair Heldmeyer expressed concern because they are finally building up some of the departments ravaged by the vacancy credits. In the strategic budget planning process

very few people have come up with ways to save money. She is concerned if the GRT after this also shows deficits compared to last year. Her fear is that they will be even further away from 4% and it will be taken out of vacancy credits.

Mayor Coss pointed out that they may want to discuss the retroactive point with the union because he thinks the AFSCME contract says retroactive.

Ms. Raveling said the contract does say that it will start at a certain pay period if the money is there.

**Councilor Calvert said since technically they did not meet the criteria set out so he thinks they have the ability to compromise. He moved to approve with the compromise that this will be approved based on 9 pay periods to account for the processing fees.**

Mayor Coss asked if this could be a suggestion for negotiations.

**Councilor Ortiz seconded the motion.** He asked if there have been no discussions with the police and AFSCME once they knew what was being brought forward.

Mayor Coss said the discussion has been that he wants to proceed with the pay raise.

Councilor Ortiz agreed that technically they did not meet terms so they do have to have some discussions and sign off from the union on a range of things. He thinks this is an appropriate motion and compromise.

Mr. Buller reported that he sat down with both union leaderships to discuss this and the administration position is that they would support the Mayor's recommendations for 1.5%. He said what was not discussed was how many pay periods that would include. He agreed to go back and talk about that.

Councilor Wurzbarger agreed to support this to move it forward, but expressed concern about the strategic planning budgeting, especially since they may not have 4%. She wanted to start developing additional contingencies.

Chair Heldmeyer asked if Councilor Wurzbarger is suggesting a friendly amendment that any short fall will be taken out of the contingency fund rather than through other means.

Councilor Wurzbarger said she would like Ms. Raveling to look at other options. She thinks next year they will need to be more conservative. She thinks everyone is tired of going through what they have gone through with respect to vacancies.

Chair Heldmeyer commented that leaving positions unfilled is not her first choice to make up a shortfall. She added that nobody wants to do this mid year, but she does not want to make up for no mid year raise with a humungous raise at the beginning of the year either. She believes the negotiations have to be realistic based upon what they have and do not have.

**There being no abstaining or dissenting votes, the motion passed by unanimous voice vote.**

**24. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON MARCH 14, 2007 OF AN ORDINANCE CREATING A NEW SECTION 19-7.1 SFCC 1987 TO SET A NEGOTIATIONS SCHEDULE FOR MANAGEMENT TEAMS AND COLLECTIVE BARGAINING UNITS (COUNCILOR ORTIZ) (GARY BARTLETT)**

Councilor Ortiz said this particular set of deadlines was to require the contracts to be in place prior to budgeting. He is open to changing the dates, but wants the issues that may come up during negotiations to be driven in impasse by February 1<sup>st</sup> to prevent the delays that happen.

**Councilor Ortiz moved approval of this request, Councilor Wurzbarger seconded the motion.**

Councilor Calvert was unsure if considering staggered multiyear contracts should be included in this. He said if they did not all fall on the same year it would help in moving the contracts along.

Councilor Ortiz had no problem with that concept. He understands AFSCME is on full contract negotiations while police and fire are economic only. He said he could add wording that to the extent possible the City and collective bargaining agents shall work on staggered multiyear collective bargaining negotiations.

Mayor Coss supports this ordinance and feels this is recreating what was lost when they let the ordinance go. He said there used to be dates.

Councilor Ortiz asked what the status of contract negotiations is and if they would be able to meet this if it were law.

Mr. Buller does not know if they would be able to meet them although they are close on all three contracts. They are close to being done on non-economic issues, but the economic issues they are working on. He said it is possible that they could be done in the next two weeks.

**There being no abstaining or dissenting votes, the motion passed by unanimous voice vote.**

**30. DISCUSSION OF 400<sup>TH</sup> ANNIVERSARY CELEBRATION AND REQUEST FOR APPROVAL OF BUDGET INCREASE FOR START-UP PLANNING – LODGERS' TAX FUND (MAYOR COSS)**

Mayor Coss explained that the Committee has been very active, but they need funding. The Chair, Maurice Bonal has been working at the legislature to get funding. He said they do not have legislative funding prioritized, but he thinks it is important to get the work started. He said there is money available in lodgers and it is appropriate. This will help get things started and then next year it will be appropriate to ask the State.

**Councilor Wurzbarger moved approval of this request, Councilor Calvert seconded the motion.**

Councilor Calvert said he would like this to be an economic opportunity so he hopes they do analysis and tracking. He also recommends looking at Albuquerque's experience.

Chair Heldmeyer pointed out that the biggest convention was the cultural anthropologists who will be back in 2009 so they should be making a big push to get the National Trust here in 2009 as this was the second biggest convention. She wanted the CVB to put emphasis on this as they would be coming for the right reasons and spending money on the right stuff. There has not been an emphasis on tying events to the groups coming to Santa Fe.

**There being no abstaining or dissenting votes, the motion passed by unanimous voice vote.**

**25. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON MARCH 14, 2007 OF AN ORDINANCE AMENDING SECTION 11-11.14 SFCC 1987 TO INCLUDE FARMERS' MARKETS AS A QUALIFYING ENTITY FOR ECONOMIC DEVELOPMENT PROJECTS REQUESTING ECONOMIC ASSISTANCE FROM THE CITY (COUNCILOR BUSHEE) (CRAIG FIELS)**

**Councilor Calvert moved approval of this request, Councilor Wurzbarger seconded the motion.**

Chair Heldmeyer asked what this means.

Sarah Noss explained that they are applying to be a qualified entity as part of the City's economic development ordinance. This is simply a measure to match the State ordinance and will help to pass legislative funding to project.

Councilor Chavez asked if this speaks to the ownership of the building and if the City decides that they own building, he questions if something were to happen and the Farmer's Market had to sell the building what position the City would be in to have the right of first refusal. He said they could start construction of the building today. He asked if the Department of Finance has a say in this since they are handling the money raised by the legislature.

Ms. Noss said the Department of Finance did write a letter outlining their options, but she does not know all the details as she was not at the meeting. She explained that the City could own it or they could go through the economic development department. She said if the City owned the terms of lease it would go to a market rate and the Santa Fe Farmer's Market would not be able to afford it.

Craig Fiels reported that the Department of Finance and Administration explained that if the Farmers Market owns the building they have to comply with the State and local economic ordinance. This means that for the City to act as a fiscal agent they have to go through the process and complete an application.

**There being no abstaining or dissenting votes, the motion passed by unanimous voice vote.**

**26. REQUEST FOR APPROVAL OF JOINT POWERS AGREEMENT – CONSTRUCTION OF ALL TERRAIN VEHICLES (ATV)/OFF-HIGHWAY**



**VEHICLES (OHV) TRAILS AT MRC; NEW MEXICO ENERGY, MINERALS  
AND NATURAL RESOURCES DEPARTMENT (FRANK ARCHULETA)**

**A. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM GRANT  
REVENUES – PROJECT FUND**

Chair Heldmeyer said there was confusion if they had decided only off road trails could be done or whether there could be other kinds of trails.

Councilor Calvert said they had also asked where the joint share of funding is coming from.

Frank Archuleta explained that the application included off highway vehicle trails. He said they did not pursue a joint application with the County, but they could approach them.

Councilor Calvert said Commissioner Vigil asked for a public hearing so he thinks an application of the joint City/County GRT funds would be appropriate. He suggested pursuing this.

Chair Heldmeyer said the previous discussion was to go forward as long as they kept it open for different kinds of trails and suddenly this is before them as off road vehicles. She understands the rationale behind it that people with off road vehicles have a place to go. In discussions she has heard that it is unlikely that people will bring vehicles to a place as many of them do not have trailers. Councilor Calvert had suggested storage at a previous hearing and Councilor Trujillo expressed concern with the liability. She has not heard further discussion of these issues.

Councilor Wurzbarger asked what the timeline is.

Mr. Archuleta explained that the next process is the public hearing process. He pointed out that the grant is specific to ATV's. If through the public meetings they do not want to use the money for this then the grant money would revert back to the state and the land reverts back to BLM.

Chair Heldmeyer asked why they are committing to this and then having to back track if it does not work out. She thought the discussions should take place beforehand.

Mr. Archuleta said they could start a public process to get the details if the Council directs them to.

Chair Heldmeyer asked if this will keep them from getting the money.

Mr. Archuleta was unsure of the time frame, but thinks it is about 90 days.

Councilor Calvert believes there is an escape clause.

Councilor Dominguez feels the hope is that we get ATV's to stay out of public space. He asked if any of the money can be used to educate the public and encourage people to go there.

Mr. Archuleta said this money was for construction and design, but added that there is usually some flexibility if they can show reason.

Councilor Wurzbarger agrees and said it seems important that they move on with a more thorough analysis.

**Councilor Wurzbarger moved to approve this request with an update from staff on the status of the public hearings; Councilor Calvert seconded the motion with the amendment that the joint funding be explored with the County.**

Councilor Dominguez suggested including off road enthusiasts in the public hearings, not just the neighbors.

Councilor Calvert said if they want to enforce the existing ordinances it will be incumbent upon the Council to find an alternative before dropping the hammer.

**There being no abstaining or dissenting votes, the motion passed by unanimous voice vote.**

**Councilor Wurzbarger moved to hear item 29 next. Councilor Calvert seconded the motion which passed by unanimous voice vote.**

## **29. REVIEW OF FINANCIAL REPORT FOR DESIGN WEEK 2006 (CRAIG FIELS)**

Craig Fiels reviewed the memorandum included in the packet and explained why they exceeded the budget.

Councilor Ortiz asked if the person doing the assessment was a participant in Design Week.

Mr. Fiels said she assisted with bringing on some of the speakers.

Councilor Ortiz commented that you do not usually have an assessor doing assessment on their own work.

Mr. Fiels said they felt that the person had enough knowledge and a background that suited them in doing the work.

Councilor Ortiz pointed out that the majority of the costs are soft costs, not hard costs, so they are not getting much product for the cost. They are paying half the budget on event management, marketing, publicity and media.

Mr. Fiels explained that these are all necessary to put on the event and part of the requirement in hosting the event.

Councilor Ortiz asked if there is any way of tightening up the numbers as they move forward as opposed to continuing to do everything the same.

Mr. Fiels said indeed and these are the recommendations on page 3 of the memo. The plan is to have a more narrowly designed focus with fewer events. They will be starting sooner so they will have more opportunities to address these issues.

Councilor Ortiz assumed they would have the ability to hear what the narrow focus is when they see the contract. He asked when they will bring forward the contract.

Mr. Fiels reported that he is working on an outline of how they would like to put together this event. He anticipates a 60 day turnaround.

Councilor Ortiz asked how long the RFP process is.

Mr. Rodarte stated it is a minimum of 30 days.

Councilor Wurzbarger agreed that she wants to see the RFP. She expressed concern as the first budget was 10,000 and this year there were very ambitious ideas. She thinks they need to come back and look at what they need to accomplish. The assumption was that they would have brought more people who would have affected the GRT. She wants to look at the measures of success closely. She knows the people who went had a good time, but she saw many of the same people over and over so she questions what they really had. She does not want to wait until after the RFP goes out, but wants it to come back to Finance. Her other concern is that the report was out in the community before the Councilors got it.

Councilor Dominguez agreed as he wants measures of success. He asked if there is a way to track any GRT revenues during that week.

Mr. Fiels explained that BBER delivered reports, but noted that tracking GRT was not a successful way of tracking. The report notes data for tracking receipts by design firms which has shown over \$100 million spent with design firms in Santa Fe. He said this is a significant industry for Santa Fe. He said BBER recommends they study this over a few years to gauge how much strength they are adding to the economy in conjunction with overall receipts. He added that Western Interiors had a sign in and surveyed their own subscription members.

Councilor Wurzbarger expressed concerned about the process as she has received many emails saying please do not get rid of Design Week. She asked where this is coming from. She does not appreciate getting all this input as it is orchestrated to not get rid of Design Week.

Mr. Fiels stated that the interior designers are the industry organizing this year's event and they feel very strongly about this. He added that they were not given the report.

Councilor Calvert commented that the event needs a better focus. He said when they schedule some of these talks or speakers or presentations it should be identified how that presentation contributes to the focus or objectives that they have set up for the event.

Chair Heldmeyer said when she hears Mr. Fiels say "the industry" she does not know who the industry is which leads to this lack of focus. She could have picked 10-20 industries from the people who were there. It seemed that the artists were mostly unhappy. She has heard this week described as a mish mash. She was amazed when she started getting emails from interior designers. She said the first thing that has to be

done is to define what this thing is. She asked what the RFP will say that Design Week is or will be.

Mr. Fiels replied that he cannot tell her that.

Chair Heldmeyer commented that he will have a hard time writing an RFP with no idea of what Design Week is. She has no idea what Design Week is.

Mr. Fiels said it is about promoting local designers in town and sharing the educational and business types of benefits that can be gained from working with all types of designers. He agrees that it needs to be better defined and narrowly focused with fewer events, but much more integrated. He asked Naomi to elaborate on this.

Chair Heldmeyer said she is uncomfortable with that as Ms. Woodspring may bid on the RFP. She pointed out that the whole reason they did not pursue this initially was that the person looking into it did not feel this had the potential to bring people here. She did not agree with spending this amount of money for a small subgroup of local people to talk to each other about things they are interested in as this does not strike her as economic development or what they should be doing. She is interested to see what the focus is. She feels the event was badly done. She feels they could still do the event on a smaller scale spending less money and time. The physical program itself got complaints as many could not find where they should be when. This should have been an example of clear and coherent design and should be physically attractive. She wanted him to think about this when he is writing the RFP as she does not think anybody was real happy.

Councilor Wurzbarger agreed, but feels the Council did not help establish the focus from the beginning. She knows that the interior design industry had never been organized, so she thinks it might be a mistake making this a big vision event. She agreed it might be better to make it a less expensive local event to bring together the design community which was the success in her eyes. She suggested a goal, but maybe not expecting a huge GRT impact.

Councilor Calvert feels they might have been too ambitious too soon. He thinks the intent was to build on Santa Fe's design center, so they might want to have short term goals and long term goals. He said later they could try and promote it more nationally as the event becomes stronger.

Chair Heldmeyer clarified that they want Mr. Fiels to bring back the RFP.

## **27. REQUEST FOR APPROVAL TO SUPPLEMENT PROJECT FUND FOR CIP MUNICIPAL FACILITY REPAIR FUND (FRANK ARCHULETA)**

Ms. Raveling explained that item 27 and 28 are both related. She recalled that they discussed item 28 at the last meeting.

Councilor Calvert said if they recommend what is in 28 then 27 becomes moot.

Ms. Raveling said 27 gives further detail as to how the split in 28 would be done. She added that it is the same \$520,000.

Chair Heldmeyer commented that they were not closely tied together at Public Works.

Councilor Wurzbarger asked if they are spending \$806,000 to redo the windows at City Hall.

Councilor Calvert said that was deferred to the next budget year. He said they felt that there would be too many activities going on and they did not want to add to the confusion.

Chair Heldmeyer asked if the additional vehicles were deferred.

Ms. Raveling said they are recommending approximately \$1.5 million for equipment and for building facility maintenance.

Chair Heldmeyer asked if there are disadvantages to using up the cash balances.

Ms. Raveling said there will still be cash balances, but there is some surplus that they can comfortably spend.

Chair Heldmeyer commented that everything is costing more than it is supposed to, so she questioned if they use this up if it means that as projects come in costing more that they will end up robbing Peter to pay Paul.

Ms. Raveling said there is this potential, but she feels comfortable with this.

**28. 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) (Postponed at Finance Committee meeting of February 5, 2007)**

Councilor Calvert moved approval of this request. Councilor Ortiz seconded the motion which passed by unanimous voice vote.

**31. OTHER FINANCIAL INFORMATION – None**

**32. MATTERS FROM THE COMMITTEE**

Councilor Calvert reported that he rode along today with the police and he could not believe the amount of false alarms they receive. He would like to hear a report and see if they need to change anything.

Chair Heldmeyer said Liz Roybal will be back as well.

Councilor Calvert asked where the trial on the red light cameras is and what the next step is.

Chair Heldmeyer said it was upheld in district court and is being appealed in Albuquerque. She said the company reserves the right to put up the cameras at corners where they feel they will make sufficient fines.

Chair Heldmeyer reported that the strategic budget planning is schlepping along, but she is not sure where they are going next. It is not clear how much this will inform next years budget cycle. She is supposed to get a response within a week.

Ms. Raveling said they have been meeting on this and they will discuss this at the next meeting.

Chair Heldmeyer said they have not talked about revenue sources and potential savings. She added that many issues have not been discussed such as water and employee health benefits.

Ms. Raveling believes a study session has been scheduled on insurance.

Mr. Rodarte asked if they are focusing on using the Albuquerque contract for the cameras or if they want to come up with your own.

Chair Heldmeyer understands there are only a couple of these companies in the country.

### **33. ADJOURNMENT**

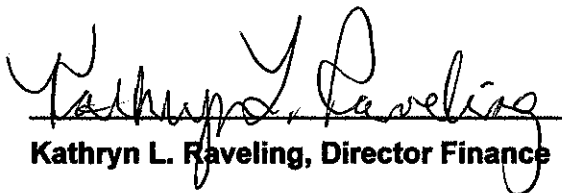
There being no further business to come before the Committee, and the Committee having accomplished its Agenda, the meeting was adjourned at 7:20 p.m.

**Approved by:**



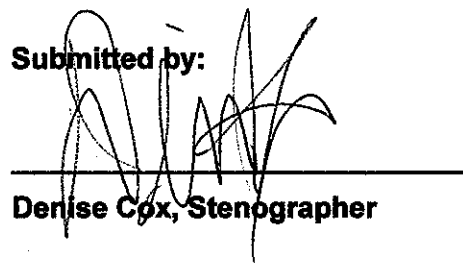
**Councilor Karen Heldmeyer Chair**

**Reviewed by:**



**Kathryn L. Raveling, Director Finance**

**Submitted by:**



**Denise Cox, Stenographer**