



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
AUGUST 5, 2013 – 5:00 P.M.

CITY CLERK'S OFFICE

DATE 8/1/13 TIME 4:25p
SERVED BY Yolanda Green
RECEIVED BY SSC2

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

Regular Finance Committee Meeting – July 1, 2013
Regular Finance Committee Meeting – July 15, 2013

CONSENT AGENDA

6. Bid No. 13/33/B – Fire Station No. 4 Re-Roofing and Professional Services Agreement; Mike Lopez Roofing, LLC. (Chip Lilienthal)
7. Request for Approval of Amendment No. 1 to Agreement between Owner and Architect – Police Department New Addition Phase III Design Services; Lloyd & Associates Architects. (Chip Lilienthal)
 - A. Request for Approval of Budget Increase – Project Fund
8. Request for Approval of Budget Adjustment Transfer of Funds from Cash Balance into CIP Convention Center for Relocation of Arts Commission to Santa Fe Community Convention Center. (Chip Lilienthal)
9. Request for Approval of Procurement under State Price Agreement – Water Service Connection Equipment and Supplies; Baker Utility Supply, HD Supply, Inc. and Santa Fe Winnelson Company. (Robert Rodarte)
10. Request for Approval of Grant Award and Agreement – Develop Plan for Buckman MX Track Project at La Tierra Trails Area; New Mexico Department of Game and Fish. (David Chapman)
 - A. Request for Approval of Budget Increase – Grant Fund
11. Request for Approval of Revisions to Traffic Calming Program Manual. (LeAnn Valdez)



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
AUGUST 5, 2013 – 5:00 P.M.

12. Request for Approval of Memorandum of Agreement – FY 2013/2014 Santa Fe Trails Ridefinders Program; New Mexico Department of Transportation. (Jon Bulthuis)
13. Request for Approval of Memorandum of Understanding – Parking Permits for Use of Various Parking Facilities for County Employees; Santa Fe County. (PJ Griego)
14. Request for Approval of Grant Award and Agreement – Santa Fe Poet Laureate Program; Witter Bynner Foundation for Poetry. (Debra Garcia y Griego)
15. Request for Approval of Grant Award and Arts Services Contract – Santa Fe Community Gallery Programming; New Mexico Arts, Division of New Mexico Department of Cultural Affairs. (Debra Garcia y Griego)
16. Request for Approval of Grant Award and Agreement – Juvenile Services through Santa Fe Regional Juvenile Justice Board; State of New Mexico Children Youth and Families Department. (Richard DeMella)
17. Request for Approval of Amendment No. 5 to Professional Services Agreement – Northwest Well Permit Application, Evaluation of Water Rights, Buckman Well Field Permit Compliance in La Cienega Area and Assessment of Contaminant Migration in the Groundwater underneath the Ortiz Landfill; Lee Wilson & Associates, Inc. (Claudia Borchert)
18. Request for Approval of Amendment No. 1 to Professional Services Agreement – The Velocity Project - Business Development Services on behalf of Economic Development; The MVM Group. (Kate Noble)
19. Request for Approval of a Resolution Directing City of Santa Fe Public Safety Staff to Develop a Public Safety Apprenticeship Program that will benefit Residents of Santa Fe and directing the City Manager to explore the options for establishing Apprenticeship Programs in other Areas of the City. (Councilors Bushee, Trujillo and Rivera) (Fire Chief Litzenberg and Police Chief Rael)

Committee Review:

Public Safety (approved)
City Council (scheduled)

07/16/13
08/14/13

Fiscal Impact – No



Agenda

FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
AUGUST 5, 2013 – 5:00 P.M.

20. Request for Approval of a Resolution Authorizing and Supporting the Submittal of the City's Project Applications to the Santa Fe Metropolitan Planning Organization for funding under the Federal Fiscal Year 2014/2015 Transportation Alternatives Program for Pedestrian Enhancements to Cerro Gordo Road and the Santa Fe River Trail. (Councilors Calvert and Bushee) (Desirae Lujan)

Committee Review:

Public Works (approved)	07/29/13
City Council (scheduled)	08/14/13

Fiscal Impact – Yes

21. Request for Approval of an Ordinance Relating to the Sale and Consumption of Alcohol on City Property; Amending Section 23-6.2 SFCC 1987 to Authorize the Sale and Consumption of Beer Only in the Areas Designated for Concessions and Seating at Fort Marcy Ballpark in Accordance with State and Local Laws and Regulations. (Councilor Trujillo and Mayor Coss and Councilor Wurzbarger) (Alfred Walker)

"Note: This Caption may be amended in Accordance with the Substitute Bill in the Packet."

Committee Review:

Public Safety (approved)	07/16/13
Public Works (approved)	07/29/13
Council (request to publish)	08/14/13
Council (public hearing)	09/11/13

Fiscal Impact – No

END OF CONSENT AGENDA

DISCUSSION

22. Request for Approval of Sole Source Procurement and Service Agreement – Maintenance and Repair Services for City of Santa Fe Land Mobile Radio System; Motorola Solutions. (Thomas Williams)



Agenda

**FINANCE COMMITTEE MEETING
CITY COUNCIL CHAMBERS
AUGUST 5, 2013 – 5:00 P.M.**

23. Request for Approval of Sole Source Procurement and Hardware and Software Maintenance Agreement for Library Division – Santa Fe Library's Integrated Library System; Innovative Interfaces Incorporated. (Patricia Hodapp)
24. Request for Approval of Proposed Changes to City of Santa Fe Purchasing Manual – 2013 New Mexico Legislature Amendments to the New Mexico Procurement Code. (Robert Rodarte)
25. Update on 2011/2016 Strategic Plan for Police Department. (Deputy Chief William Johnson)
26. OTHER FINANCIAL INFORMATION
27. MATTERS FROM THE COMMITTEE
28. 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, August 5, 2013

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER AND ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved [amended]	1
APPROVAL OF CONSENT AGENDA	Approved [amended]	2
CONSENT AGENDA LISTING		2-3
<u>APPROVAL OF MINUTES:</u>		
REGULAR FINANCE COMMITTEE MEETING – JULY 1, 2013	Approved	4
REGULAR FINANCE COMMITTEE MEETING – JULY 15, 2013	Approved	4
<u>CONSENT CALENDAR DISCUSSION</u>		
REQUEST FOR APPROVAL OF GRANT AWARD AND AGREEMENT – DEVELOP PLAN FOR BUCKMAN MX TRACK PROJECT AT LA TIERRA TRAILS AREA; NEW MEXICO DEPARTMENT OF GAME AND FISH	Approved	4-5
REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND	Approved	4-5
REQUEST FOR APPROVAL OF AMENDMENT NO. 5 TO PROFESSIONAL SERVICES AGREEMENT – NORTHWEST WELL PERMIT APPLICATION, EVALUATION OF WATER RIGHTS, BUCKMAN WELL FIELD PERMIT COMPLIANCE IN LA CIENEGA AREA AND ASSESSMENT OF CONTAMINANT MIGRATION IN THE GROUNDWATER UNDERNEATH THE ORTIZ LANDFILL; LEE WILSON & ASSOCIATES, INC.	Approved	5-6
REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – THE VELOCITY PROJECT – BUSINESS DEVELOPMENT SERVICES ON BEHALF OF ECONOMIC DEVELOPMENT; THE MVM GROUP	Approved w/direction to staff	7-11

END OF CONSENT CALENDAR DISCUSSION

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
<u>DISCUSSION</u>		
REQUEST FOR APPROVAL OF PROPOSED CHANGES TO CITY OF SANTA FE PURCHASING MANUAL – 2013 NEW MEXICO LEGISLATURE AMENDMENTS TO THE NEW MEXICO PROCUREMENT CODE	Approved	11-13
REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT AND SERVICE AGREEMENT – MAINTENANCE AND REPAIR SERVICES FOR CITY OF SANTA FE LAND MOBILE RADIO SYSTEM; MOTOROLA SOLUTIONS	Direction to staff	13-14
REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT AND HARDWARE AND SOFTWARE MAINTENANCE AGREEMENT FOR LIBRARY DIVISION – SANTA FE LIBRARY'S INTEGRATED LIBRARY SYSTEM; INNOVATIVE INTERFACES INCORPORATED	Removed from the agenda	14
UPDATE ON 2011/2016 STRATEGIC PLAN FOR POLICE DEPARTMENT	Information/discussion	14-25
OTHER FINANCIAL INFORMATION	None	25
MATTERS FROM THE COMMITTEE	Information/discussion	25-26
ADJOURN		26

**MINUTES OF THE
CITY OF SANTA FE
FINANCE COMMITTEE
Monday, August 5, 2013**

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, August 5, 2013, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

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

OTHERS ATTENDING:

Marcos A. Tapia, 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 to these minutes by reference. The original Committee packet is on file in the Finance Department.

3. APPROVAL OF AGENDA

Mr. Tapia said Item #23 was removed to be on the discussion agenda, but that item still needs work, so he is requesting to remove that item from the agenda. He said Item #21 is postponed to the next meeting of the Committee on August 19, 2013, noting staff requested to remove the item because it still needs more work.

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

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

4. APPROVAL OF CONSENT AGENDA

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

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

CONSENT AGENDA

- 6. BID NO. 13/33/B – FIRE STATION NO. 4 RE-ROOFING AND PROFESSIONAL SERVICES AGREEMENT; MIKE LOPEZ ROOFING, LLC. (CHIP LILIENTHAL)**
- 7. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO AGREEMENT BETWEEN OWNER AND ARCHITECT – POLICE DEPARTMENT NEW ADDITION PHASE II DESIGN SERVICES; LLOYD & ASSOCIATES ARCHITECTS. (CHIP LILIENTHAL)**
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE – PROJECT FUND.**
- 8. REQUEST FOR APPROVAL OF BUDGET ADJUSTMENT TRANSFER OF FUNDS FROM CASH BALANCE INTO CIP CONVENTION CENTER FOR RELOCATION OF ARTS COMMISSION TO SANTA FE COMMUNITY CONVENTION CENTER. (CHIP LILIENTHAL)**
- 9. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – WATER SERVICE CONNECTION EQUIPMENT AND SUPPLIES; BAKER UTILITY SUPPLY, HD SUPPLY, INC., AND SANTA FE WINNELSON COMPANY. (ROBERT RODARTE)**
- 10. *[Removed for discussion by Councilor Bushee]***
- 11. REQUEST FOR APPROVAL OF REVISIONS TO TRAFFIC CALMING PROGRAM MANUAL. (LeANN VALDEZ)**
- 12. REQUEST FOR APPROVAL OF MEMORANDUM OF AGREEMENT – FY 2013/2014 SANTA FE RIDEFINDERS PROGRAM; NEW MEXICO DEPARTMENT OF TRANSPORTATION. (JON BULTHUIS)**
- 13. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING – PARKING PERMITS FOR USE OF VARIOUS PARKING FACILITIES FOR COUNTY EMPLOYEES; SANTA FE COUNTY. (P.J. GRIEGO)**
- 14. REQUEST FOR APPROVAL OF GRANT AWARD AND AGREEMENT – SANTA FE POET LAUREATE PROGRAM; WITTER BYNNER FOUNDATION FOR POETRY. (DEBRA GARCIA Y GRIEGO)**

15. REQUEST FOR APPROVAL OF GRANT AWARD AND ARTS SERVICES CONTRACT – SANTA FE COMMUNITY GALLERY PROGRAMMING; NEW MEXICO ARTS, DIVISION OF NEW MEXICO DEPARTMENT OF CULTURAL AFFAIRS. (DEBRA GARCIA Y GRIEGO)
16. REQUEST FOR APPROVAL OF GRANT AWARD AND AGREEMENT – JUVENILE SERVICES THROUGH SANTA FE REGIONAL JUVENILE JUSTICE BOARD; STATE OF NEW MEXICO CHILDREN YOUTH AND FAMILIES DEPARTMENT. (RICHARD DeMELLA)
17. *[Removed for discussion by Councilor Bushee]*
18. *[Removed for discussion by Councilor Bushee]*
19. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING CITY OF SANTA FE PUBLIC SAFETY STAFF TO DEVELOP A PUBLIC SAFETY APPRENTICESHIP PROGRAM THAT WILL BENEFIT RESIDENTS OF SANTA FE AND DIRECTING THE CITY MANAGER TO EXPLORE THE OPTIONS FOR ESTABLISHING APPRENTICESHIP PROGRAMS IN OTHER AREAS OF THE CITY (COUNCILORS BUSHEE, TRUJILLO AND RIVERA). FIRE CHIEF LITZENBERG AND POLICE CHIEF RAE). Committee Review: Public Safety Committee (approved) 07/16/13; and City Council (scheduled) 08/14/13. Fiscal Impact – No.
20. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING AND SUPPORTING THE SUBMITTAL OF THE CITY'S PROJECT APPLICATIONS TO THE SANTA FE METROPOLITAN PLANNING ORGANIZATION FOR FUNDING UNDER THE FEDERAL FISCAL YEAR 2014/215, TRANSPORTATION ALTERNATIVES PROGRAM FOR PEDESTRIAN ENHANCEMENTS TO CERRO GORDO ROAD AND THE SANTA FE RIVER TRAIL. (COUNCILORS CALVERT AND BUSHEE). (DESIRAE LUJAN) Committee Review: Public Works Committee (approved) 07/29/13; and City Council (scheduled) 08/14/13. Fiscal Impact – Yes.
21. REQUEST FOR APPROVAL OF AN ORDINANCE RELATING TO THE SALE AND CONSUMPTION OF ALCOHOL ON CITY PROPERTY; AMENDING SECTION 23-6.2 SFCC 1987, TO AUTHORIZE THE SALE AND CONSUMPTION OF BEER ONLY IN THE AREAS DESIGNATED FOR CONCESSIONS AND SEATING AT FORT MARCY BALLPARK IN ACCORDANCE WITH STATE AND LOCAL LAWS AND REGULATIONS (COUNCILOR TRUJILLO AND MAYOR COSS AND COUNCILOR WURZBURGER). (ALFRED WALKER) NOTE: THIS CAPTION MAY BE AMENDED IN ACCORDANCE WITH THE SUBSTITUTE BILL IN THE PACKET. Committee Review: Public Safety Committee (approved) 07/16/13; Public Works Committee (approved) 07/29/13; City Council (request to publish) 08/14/13; and City Council (public hearing) 09/11/13. Fiscal Impact – No.
Postponed to the next meeting of the Committee on August 19, 2013.

END OF CONSENT AGENDA

**5. APPROVAL OF MINUTES: REGULAR FINANCE COMMITTEE MEETING – JULY 1, 2013
REGULAR FINANCE COMMITTEE MEETING – JULY 15, 2013**

MOTION: Councilor Calvert moved, seconded by Councilor Dimas, to approve the minutes of the Regular Finance Committee Meeting of July 1, 2013, as presented.

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

MOTION: Councilor Dimas moved, seconded by Councilor Calvert, to approve the minutes of the Regular Finance Committee Meeting of July 15, 2013, as presented.

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

CONSENT CALENDAR DISCUSSION

- 10. REQUEST FOR APPROVAL OF GRANT AWARD AND AGREEMENT – DEVELOP PLAN FOR BUCKMAN MX TRACK PROJECT AT LA TIERRA TRAILS AREA; NEW MEXICO DEPARTMENT OF GAME AND FISH. (DAVID CHAPMAN)**
a. REQUEST FOR APPROVAL OF BUDGET INCREASE – GRANT FUND.

Councilor Bushee said she visited the site and the track is in great shape, and asked if we are stuck on the insurance issue – what is happening at the track. She wants to know if the grant will get the track used for the purpose for which it was built.

Mr. Chapman said the funds are for developing a plan for the Buckman MX Track, and they will be completing the assessment on August 9, 2013 – what improvements need to be made to the track and the insurance carrier will be a part of that.

Councilor Bushee quoted from Page 1, A(1) of the Agreement, “The City will develop the Plan for the Buckman MX Track, which will include site risk assessment, layout design for the track that considers all age and skill levels, minimization of man-made obstacles, a traffic control plan, a site perimeter security recommendation, a preventative and site maintenance plan and a partner/city agreement outline for track management and operation.” She asked who will be doing that with the City.

Ms. Chapman said they are working on an agreement with a private entity to manage the track, noting he is in the process of putting together a non-profit.

Councilor Bushee asked if the non-profit will carry the insurance.

Mr. Chapman said, “Yes, that is our hope, that once they are a non-profit they will carry the insurance and the City will pay the insurance premium.”

Councilor Bushee asked, "Who on staff will be doing all the things I just read."

Mr. Chapman said Frank Archuleta is the project manager.

Councilor Bushee asked if the City has the expertise to do the Site Management Plan, Management Agreement, traffic control. She doesn't understand we will get for the funds expended. She asked when we will be able to open the track.

Mr. Chapman said it will be contingent on the assessment we get from Great Western.

Councilor Bushee asks what happens after do all this and they won't insure the City. She is concerned that we should have that answer first. She said it is a "cool track," and this is no more dangerous than kids on skateboards without helmets.

Mr. Chapman said he can get back to her with the results of the assessment.

Councilor Bushee asked if we should we wait to approve this request until we know if we can move forward with insurance, commenting she guesses we'll have the answer by the time this goes to the Council.

Mr. Chapman said he would hope the Committee could approve it today and move it forward, because Game & Fish is in a hurry to get the executed agreement.

MOTION: Councilor Bushee moved, seconded by Councilor Calvert, to approve this request, with direction to staff to track this and, prior to this going to the Council, she wants to know if it will be insured.

DISCUSSION: Chair Dominguez said the track was built by volunteers with some City help and resources. He said, "It concerns me a little bit that we have disenfranchised a group of volunteers who had been working on the track to get it to a level to be recommended by the assessment or anything else. What I would like to do is to ask staff to make sure that they reach out to those volunteers, and find out if they are still interested in volunteering to maintain and put in some of the amenities that might be required. And hopefully, we haven't disenfranchised them enough that they won't participate. So if you can reach out, that will be very helpful."

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

17. REQUEST FOR APPROVAL OF AMENDMENT NO. 5 TO PROFESSIONAL SERVICES AGREEMENT – NORTHWEST WELL PERMIT APPLICATION, EVALUATION OF WATER RIGHTS, BUCKMAN WELL FIELD PERMIT COMPLIANCE IN LA CIENEGA AREA AND ASSESSMENT OF CONTAMINANT MIGRATION IN THE GROUNDWATER UNDERNEATH THE ORTIZ LANDFILL; LEE WILSON & ASSOCIATES, INC. (CLAUDIA BORCHERT)

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

DISCUSSION: Councilor Bushee said she isn't opposed to them getting more money, and asked when do we actually get these reports in all the topics marked by arrows in Ms. Borchert's Memorandum, which is in the Committee packet.

Rick Carpenter replied as follows: *analyzed the ground and surface water impacts of the protested Northwest well Office of the State Engineer application* – Mr. Carpenter said this is an ongoing legal issue, and they are preparing expert reports, noting the attorneys currently are reviewing those. He doubts both legal teams would want to present anything in too much detail.

Councilor Bushee would like anything on the Buckman Well Field compliance in the La Cieneguilla area, and the contaminant migration of the groundwater in the Ortiz landfill, the water rights.

Mr. Carpenter said all of those documents exist in one form or another and they can be provided.

Councilor Bushee said he can label it Attorney-Client Privileged, she just wants to follow it. She reiterated she would like the reports for each and everyone of the topics marked by the arrows.

Mr. Carpenter reiterated he will provide those documents.

Councilor Calvert asked about the Las Soleras water rights we were to get from the County, but understands those weren't perfected.

Mr. Carpenter said he isn't intimately familiar with those water rights, but he will find out about those and bring the information back to the Committee. He said Lee Wilson does evaluate prospective water rights for transferability and priority dates and such, but he doesn't know if the water rights were perfected and if that was built into the purchase price and the negotiations.

Councilor Calvert asked if that information could be available by the Public Utilities Committee meeting on Wednesday. He said we were supposed to get those water rights with that property, but we now find out they weren't "exactly of the character that we were hoping."

Mr. Carpenter said he will research that item, and will provide that information as a part of his report on Wednesday night.

Councilor Ives said he also would like to have the reports from the various items in Ms. Borchert's Memorandum referenced earlier, and Mr. Carpenter said he will provide that information to him as well.

Chair Dominguez would like that information provided to Councilors who don't serve on the Public Utilities Committee, and Mr. Carpenter said he will do so.

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

18. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – THE VELOCITY PROJECT – BUSINESS DEVELOPMENT SERVICES ON BEHALF OF ECONOMIC DEVELOPMENT; THE MVM GROUP. (KATE NOBLE)

Councilor Bushee said she got report, but she wants details of participating companies, how they were selected, other details of the program. *[Most of what Councilor Bushee said here is inaudible because her microphone was turned off or turned away]*

Ms. Noble said she can provide that information, noting there is a brief narrative in the final report she sent to here.

Councilor Bushee said she wants information on results.

Ms. Noble introduced Haj Khalsa with Planet Mapper which is a resource for outdoor adventure, noting he is ready to launch a software program which was developed with few resources and a lot of effort by him and his partner Jonathan Rappa. She introduced Julianne [inaudible] and her partner, and their company Reunity Resources which works in biofuels, noting this businesses which is most developed of the 7 and one of the two green businesses, noting they collect cooking oil from restaurants in Santa Fe and mix it into bio fuel. She said another company, Rain Vessels, Bob and Nancy Krieger, doing rain catchment. There were 2 design businesses, one fashion design, one for bags and household appliances designed by Erica who we know from the Artist Market. She said Erica said the Velocity Project was what she needed and she worked on a number of businesses with business resources. *[Ms. Noble's remarks here are inaudible.]*

Councilor Bushee said this is a very worthwhile adventure. She said the overall cost is \$190,000, and asked if we would be better served to just cut them a check. She wants to be sure the money is getting to the people that need it.

Ms. Noble said the companies do get a minimal stipend for participating. She said they feel the format is important, and they learned a lot from each other, and the peer to peer learning was a key part of it. She said the assumption is the program is more valuable than just dividing up the money.

Councilor Bushee asked if that is as opposed to the Small Business Development or the Community College, and said she would like to hear from one of the participants if possible to be sure this is what they need.

Ms. Noble said there many business resources, many are models that have existed for a very long time. They have seen that younger entrepreneurs need the different models, the boot camp that creates the cohort that creates deadlines. She said they hope to use this as a focal point to provide coordination and mapping of where the assets are – helping companies analyze their cash flow. She said this is one of the updates in the renewal is that each company will be asked to go to one of the existing business development service providers for a particular need, and then come back and share it with their peers so the knowledge is leveraged.

Councilor Bushee asked if we track them after we "send them forth."

Ms. Noble said yes, and another part of the reason there is such a large increase includes tracking for a full year of the first class of companies which was included in the original contract or the pilot project where it is supposed to.

Councilor Bushee asked if the tracking includes a full needs assessment, and if they are directed to newer resources if they want to grow their company – are we following them at that level.

Ms. Noble said it is inherent, but not explicit in the contract.

Councilor Bushee reiterated she would like to hear from some of the participants.

Haj Khalsa, Planet Mapper, said the program definitely was helpful. He said it is important to look at the Point A to Point B perspective. He said just seeing where they are now gives the full picture. He said he took advantage of the mix and went on to apply for a grant from the VAF which they received. He said there are elements in place which, if connected and presented that way, can be helpful as well. He said he thinks it is great the City is doing an accelerator program. This is the only accelerator program of which he is aware which is City-sponsored. In 10-15 years, he thinks every town will have something along these lines. He said the City is on the cutting edge with this, and he hopes the City doesn't lose its position in this. He said in his case, no cash was offered when they applied, noting cash was the smallest part of it. He said the accountability is one of the important aspects of it. He likes your idea of having some kind of follow-up. He said, two months after the fact, after the 100 day plan, they met one evening and talked about their achievements. He said there was one company that decided they didn't want to keep doing this.

Councilor Bushee asked if there is an attempt to connect the different components. She would like details missing from this packet, as to the additional costs proposed. [*Councilor Bushee's remarks here are inaudible because of noise overlay.*] She would like details on tracking and assessment.

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

DISCUSSION: Councilor Calvert said the original contract was for \$90,000, and this amendment is for \$180,000 which is twice as much, and Ms. Noble said this is correct.

Councilor Calvert said his concerns are with regard to measures especially in job created. He noted Ms. Noble says on page 1 of her Memorandum she says, "...and thus drive job creation..... businesses that create three, four, five jobs, maybe even a dozen jobs for a real home-run company. Added together, these can mean significant job creation in communities." He said he is getting the idea that jobs should be one of the things we're looking for from this, and Ms. Noble said this correct.

Councilor Calvert said on the bottom of page 2 of her Memorandum she talks about paid hours of work. He said many of the jobs were temporary or short term jobs and they weren't lasting. He is looking to create more jobs and/or you're creating more value in sale. He would think these would be the two

main measures of success. He said the rest of this activity is not what he would call the bottom line nitty-gritty results of what we're trying to help fund and promote. He thinks these are the measures of success he will be looking at. He had hoped we would have some of that information now when we asking to double the money for this year, and asked the basis for doing that. He asked what measures of success we saw which we think "is worth our while to double our investment." He said, "I'm not saying that it's not, I'm just saying that's the kind of information that I would really like to see in such a proposal." He said, as Mr. Khalsa said, we are on the cutting edge right now, so he wants to make sure we are headed in the right direction and spending our money wisely, as the basis of this investment – in the first year or after the "first go around."

Councilor Bushee said on page 10, it says "... shall not exceed \$264,450." She thought that would be the total, and it looks like it is tripled, not doubled.

Ms. Noble said, "It wasn't quite \$90,000, it was \$85,000 and change. And so when we do our contract amendment, to add the amount to the amount that was already there, so the total is basically is \$180,000 plus the \$85,000 and change."

Councilor Calvert said, in her Memorandum, on page 1, at the end of Paragraph 2, Ms. Noble says, "The initial contract was for \$90,045."

Ms. Noble said that includes the negotiated amount plus GRT, and he is correct. She said the new contract is for \$180,000, inclusive of GRT.

Ms. Noble said, "Ultimately, I would say, what we did in the pilot program, that we are looking to improve in this, is we had very qualitative measures. These companies stayed very closely, and we knew what were getting into. We had some best practices from some accelerators. But actually what was designed here was incredibly unique, because most accelerators are absolutely focused on technology companies, the most famous one being Tech Star in Boulder, and technology companies that going for funds for capital investment. It's actually kind of one thing that most accelerators looked at. What we looked at was how do we take the model that is perhaps a most effective way to do business development for a younger generation, or in the 21st century the way people think and move a little more quickly, particularly related to the social media and such. And do it in Santa Fe for really diverse and eclectic business that we have. And there is no model for that sort of thing, although there is one that is slightly close in Portland, but not really. So we have stayed very close to the companies and it's qualitative what they learn, what they value. For instance, the importance of the peer to peer learning was not something that was anticipated, and sort of came out of it. What we're trying to do is to get the quantitative tracking. Because right now, we measure brand new and sales and jobs created from the companies that went through the boot camp in March of this year, we're not going to see much."

Councilor Calvert said many of them didn't just start with this program, and already were existing businesses.

Ms. Noble said yes, early stage businesses, which was one of the selection criteria. They asked the judges to look for businesses that really could be most affected by a program like this. And the other

reason the contract has more than doubled, is that we want to put that quantitative tracking in there, because after a year, they should be able to see some trending for revenue and sales, for job creating with the particular company. So, now they really want to add the quantitative on top of the qualitative. She said it takes time, so ideally, they would look at this for a minimum for 3-5 years and track these companies for that period of time. The complex did help them in thinking about this. For example, if they hire an accountant for 10 hours, they aren't going to call that a job created. This is the reason she reported the paid hours of work, so they can compare 'like to like,' so they can say in this period, did you employee people. *[inaudible because of noise overlay]*"

Councilor Calvert said he understands what she is saying. He said we would at least see an increase in revenue and sales – contracts for which they competed and obtained, or bid commitments made – ways we can track that to see that this is moving in the right direction. He is willing to make this investment, but he wants to see us track the results over several years to really see if this really made a difference or if they eventually would have gotten there anyway. He wants to see that making the investment is making a difference.

Ms. Noble said that is correct. She said, "Really what we want to do is tie a rocket to companies that might be successful anyway, and make sure they get there twice as fast in order to create jobs and that sort of thing."

Councilor Ives said he would ask Ms. Noble to check on the insurance certificate before this goes to the City Council.

Ms. Noble said she did speak with the Risk Manager who thinks this okay, but she will triple check with our insurance agent for the City, and she will know that before Council. If there are any problems, it will be either remedy it by then, or it won't go before the Council at the next meeting.

Chair Dominguez said in the Memo, under Use of Funds, she includes administrative support, and asked what that looks like.

Ms. Noble said that might be booking of rooms, noting this is an investment in a program.

Chair Dominguez asked if the bookkeeper or accountant would be considered administrative costs.

Ms. Noble said, "Not for the company, but for the program."

Councilor Bushee said she's been involved in different economic development projects that seems to inflate the job create numbers, and hopes this program is one that is invested in the people who you believe actually will produce the deliverables. She said, "If you can show us that you've chosen the right people to invest in, that you've given the right tools and the right coaching, and then give us the right deliverables, I'm all with it. So, if you could put that down on paper for me, I would be happy."

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

END OF CONSENT CALENDAR DISCUSSION

DISCUSSION

MOTION: Councilor Bushee moved, seconded by Councilor Dimas to reconsider the previous action to approve the agenda, to amend the agenda to hear Item #24 next on the agenda, and to approve the agenda as amended.

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

24. REQUEST FOR APPROVAL OF PROPOSED CHANGES TO CITY OF SANTA FE PURCHASING MANUAL – 2013 NEW MEXICO LEGISLATURE AMENDMENTS TO THE NEW MEXICO PROCUREMENT CODE. (ROBERT RODARTE)

Marcos Tapia said there are more changes coming, but these changes are to help improve transparency, and asked Mr. Rodarte to present information to the Committee.

Robert Rodarte presented information from his Memorandum of July 5, 2013, which is in the Committee packet. Please see this Memorandum for specifics of this presentation.

Chair Dominguez asked when these changes are effective.

Mr. Rodarte said they went into effect on July 1, 2013, for the State of New Mexico. He said it will be effective for the City on the adoption of these changes.

Chair Dominguez said then sole source purchase prior to that date have been incorporated into that process and Mr. Rodarte said yes.

Chair Dominguez said anything approved today won't comply, and asked if we can make these purchases comply. He asked if staff is prepared to implement these changes today.

Mr. Rodarte said yes, if the Committee would like, but the City's website is not ready to post these as provided.

Ms. Amer said the City's rules are in effect right now, so we have to follow those as the exist. She said as soon as the new rule is effective, it can be applied. She said if you would like to make the rule effective for something you are considering today, she would hold off on awarding it until the change is made to the existing rule.

Councilor Calvert said he is looking at the previous handout, because that's where he made his notes. He said Paragraph A talks a State Purchasing Agent or a central purchasing office. He asked if it has a tie-in with State price agreements.

Mr. Rodarte said the change relates to sole source procurement, and it doesn't tie into the procurement agreement.

Councilor Calvert asked, regarding #5, Requirements and Records Retention, if the column is intended to be what the City is doing.

Ms. Amer said no, that's an error and we can strike that language. She said, prior to the award of the sole source, it will be posted on the City's website, and it should say the City's Sunshine Portal.

Ms. Amer said another correction should be made to 14.4 which is a change. She said the State raised its procurement limits for small purchases to \$20,000 and \$60,000 for professional services. She said, "We have decided at this point in time not to recommend those changes, so there is an error in this document and it should say \$10,000 and \$25,000, as it currently states, and we want to keep it the same. We don't want to change it to \$20,000 and \$60,000."

Councilor Calvert asked about additional training requirements for the purchasing director, and asked if the certification is on an annual basis.

Ms. Amer said, at this time, we're not proposing this change, although it did change for the State which requires certain certifications for its Chief Procurement Officer for the State. The City decided not to make those changes.

[Councilor Calvert's remarks here are inaudible]

Councilor Calvert said he doesn't like the definition of "person," because it defines a person as a corporation, and Ms. Amer said that change isn't recommended.

Ms. Amer said the City is bringing forward only 5 of the changes made by the State: new sole source, new emergency, new penalties, adding specificity to our buy American provision, and we are cleaning up the cooperative procurement section but that has nothing to do with the legislative changes.

Councilor Calvert said they also added a 3-year retention for records.

Mr. Rodarte said the City already does that and they keep them for 10 years. He said some of the larger cities in other states already are retaining sole source and emergency procurement records "all the way back to who knows when."

Councilor Bushee said the buy American excludes purchase of law enforcement vehicles.

Mr. Rodarte said they wanted to exempt the police cars, because there are 3 manufacturers of police cars, and GM cars are made in Australia. He said, because GM is one of the largest corporations in the world and does a lot for the economy in the U.S., they exempted them from regular bidding process, and made it totally separate. It enables them to bring in those cars.

Responding to Councilor Bushee, Mr. Rodarte said the automobile to which she is speaking, is made in Alabama which is a non-union environment. He said Councilor Dimas has directed staff in the right direction, in terms of the focus on police cars, and they are following that focus with all other vehicles. He said the City is in compliance. He said the one area of exception would be for a grant-specified vehicle such as a compressed natural gas Honda, and they would make that purchase.

Councilor Bushee asked if there is anything which gives Mr. Rodarte heartburn in implementing the provisions.

Mr. Rodarte said no, he likes the sole source stuff.

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

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

22. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT AND SERVICE AGREEMENT – MAINTENANCE AND REPAIR SERVICES FOR CITY OF SANTA FE LAND MOBILE RADIO SYSTEM; MOTOROLA SOLUTIONS. (THOMAS WILLIAMS)

Mr. Tapia said, as Ms. Amer said, if you want it to follow the rules, you will have to postpone approval until this is adopted at Council, and once adopted any sole source will have to follow these rules. If you approve the sole source today, you will fall under the previous rules.

Mr. Rodarte asked to move this sole source request to exempt it under the Purchasing Act. He said we are dealing with a situation where the City is 100% Motorola. Under the exempt procurement, Section 18(l) allows us to utilize a vendor that has maintained proprietary software or products or equipment or services to related to the product they sell. He said if he can move this to exempt procurement it can be moved forward. If you decide to wait, it will delay maintenance contracts for two months.

Councilor Dimas asked how long Motorola has this contract.

Unidentified said she is unsure of the exact time, but somewhere around 19 years.

Councilor Dimas said then this would fall under the old rules

MOTION: Councilor Calvert moved, seconded by Councilor Ives, to give direction to staff to move this item forward as an exception under procurement to the City Council.

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

23. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT AND HARDWARE AND SOFTWARE MAINTENANCE AGREEMENT FOR LIBRARY DIVISION – SANTA FE LIBRARY'S INTEGRATED LIBRARY SYSTEM; INNOVATIVE INTERFACES INCORPORATED. (PATRICIA HODAPP)

This item was removed from the agenda.

25. UPDATE ON 2011/2016 STRATEGIC PLAN FOR POLICE DEPARTMENT. (DEPUTY CHIEF WILLIAM JOHNSON)

A copy of the Strategic Plan 2011-2016 is incorporated herewith to these minutes as Exhibit "1."

Deputy Chief Johnson said two months ago this Committee voiced some concerns about the direction of the Police Department and its lack of a strategic plan. At the conclusion, staff left feeling confused, because they believed they were working under a strategic plan developed a few years ago. Once they sat back and thought about it and realized the folly of our way. We already have a strategic plan we developed and presented two years ago, but it was hidden within a committee report. He said they never actually put it into a strategic plan, a formal document, clear, concise, easily identifiable and easy to read. He said Chief Rael asked him to use that information and prepare a formal document which could be presented to this Committee and the public.

Deputy Chief Johnson briefly reviewed the Strategic Plan 2011-2016. Please see Exhibit "1" for the specifics of this presentation.

The Committee commented and asked questions as follows:

- Councilor Bushee said on page 4 of the plan it says, "avant-garde measures of recruiting will also be implemented to ensure the department is at proper staffing levels." She asked if he has details on that.
- Councilor Bushee said on page 4, at the bottom it says, "...while confronting an ever shrinking budget." She said she didn't realize the budget was ever shrinking, but that the applications were shrinking. She said it's never been her experience that the Police Department needs more money, it just needs more bodies, and asked for reconciliation of these two statements.

Chief Rael said, with reference to recruiting, they have ramped up their recruiting efforts, and have made some progress. However, retirements due to the changes in PERA have made a major impact. He said they currently are putting together a recruitment program with recommendations and request they will be taking to the Public Safety Committee at its meeting on August 20, 2013, and it will be heard by Finance at the following meeting.

- Councilor Bushee asked what is meant by "*avant-garde* recruitment measures." She said she would be surprised if there is anything new and different.

Chief Rael said that is targeting outside the City and State, and advertising in areas they have identified areas where police officers are being laid off, fiscal issue and such. He said they are looking at a program through UNM to help us do a marketing study to target individuals for the job.

- Councilor Bushee asked if they will move forward immediately with this, and not wait for the committee process. She wants the Chief to address the "ever shrinking budget" piece. She said if this plan is going to be at the website, she wants to break the myth that the reason we don't have enough officers on the street is because we don't give the Police enough money.

Deputy Chief Johnson said they are working with a veterans outreach program to bring in veterans. They also are working with the Academy for recognition of training for military police and establish a training program for former military police. He said there is regional testing on the east coast to create lists for a lot of agencies. However, the problem is there are more applicants for the available jobs. He said we are trying to work with them to get our name on that list of potential agencies that would be willing to accept them. He said we can then try to sell them on coming to Santa Fe, New Mexico.

- Councilor Bushee wants to know what they find which is working and which will generate applicants. She hopes staff is still working on the housing issue and such. She said, "It's time to change the tune."
- Councilor Bushee asked what is meant on page 2 by "perception of crime."

Chief Rael said if people feel unsafe then there is perception that they are unsafe. He said by increasing our presence, close patrols and being more effective he believes it makes people feel safer.

Chief Rael said with regard Councilor Bushee's question about the budget, this last year the Police Department budget absorbed \$2.2 million in cuts because of the budget shortfall.

- Councilor Bushee asked if there have been budget cuts every year.

Chief Rael said for the past 3-4 years, the budget has been cutback slowly in certain areas.

- Councilor Bushee said she knows there have been vehicles and such, but she doesn't think the Council has ever turned down a request to increase personnel.

Chief Rael said once the positions are filled he will renew the request for additional officers.

- Councilor Bushee said she would just ask that the Chief reconsider the language on the bottom of page 4, because it perpetuates the perception that the Department isn't given adequate funding to fulfill your complement of police officers.
- Councilor Calvert said the Department was asked to absorb cuts from the General Fund, but those were for programs such False Alarm and others, and you were allowed to use the monies in those programs to make up for some of the budget cuts you had to absorb.

Chief Rael said they know that they can use some of these funds, however those funds was also earmarked to purchase additional equipment, supplies and to pay for additional items within the Department.

- Chair Dominguez said there has been no reduction in service generally, although there has been some reorganization and shifting of resources, but there has been no reduction in services.

Chief Rael said this is correct, and to this point they have managed to maintain services, but eventually it will happen.

- Chair Dominguez said that needs to be articulated very carefully, especially since it is going out to the public, as pointed out by Councilor Bushee.
- Councilor Bushee referred to page 5 of the plan, and said she isn't "big on power points and buzz words, I'm big on results." She said she doesn't know what a progressive police department looks like, and nowhere on the page does she see anything about community policing or trying to be involved with the community. She wants to understand what a "progressive police department is."

Chief Rael said progressive suggests involved with the community and it directs that we be involved and include the community for future planning. As to opposed the traditional, which is a straight hierarchy and the department makes the decisions and not involve them.

- Councilor Bushee noted under Goal 4, Build a Progressive Police Department, he says, "Advance and expand department technology and Apply a business approach." She said perhaps he wants to incorporate the community somewhere in the language.

Chief Rael said they will do so.

Chief Rael some of the issues she raised are addressed on page 6, with the education and outreach programs.

- Councilor Bushee said she saw that, but said it all comes down to a full complement of officers. She understands this an attempt to prioritize, but everything hinges on recruitment and filling vacancies, which is the reason she strongly emphasizing taking out the budget language. She doesn't want the impression that the City isn't funding positions. She said we have spent a lot of money with few results, and it is about a full complement of officers. She said for her, progressive is community friendly, and living in and knowing the community and taking care of the community. She is happy to see social media, additional technology and such, but it's about the actual officers.
- Councilor Dimas said if officers live in our community, they understand it, and know the people, which goes to community policing which is nothing more than have police officers mingle with the neighborhood. He said there was a program like that at one time, but he is unsure what is happened to that program, and asked if we are still doing community policing.

Chief Rael said the program is being continued through the neighborhood watch to keep a watch on the neighborhoods and unusual activity. However, there are staffing shortages, and we need full staffing to do that, and he can request additional officers to expand the outreach as opposed to going from call to call to call. He said the reasons people aren't attracted to the city is the take home vehicle, the 15 mile radius, it is cheaper to live in Rio Rancho, housing is expensive in Santa Fe and a higher cost of living in general. He said our pay rates are competitive, but the cost of living creates an issue. We are competing with other departments in the State who are now offering housing assistance. He said APD is consider increasing their signing bonus and/or a raise in the starting salaries.

Chief Rael continued saying it is a complicated issue, and they are working on a recruitment plan which would include housing down-payment assistance so people can live here and live and be involved in the community.

- Councilor Dimas said then part of the strategic plan is how do we attract them to come here and how to keep them. He asked Chief Rael, in his estimation, what is the best plan to do that, and for the Governing Body to help you do this.

Chief Rael said the most helpful would be the down-payment housing assistance. It also would be helpful to apply that to all police officers in the Department, as opposed to just new-hires. He said if we make housing affordable, and give people to live here that they will. He said it will be difficult for those who already have houses outside the City.

- Councilor Dimas said he knows there have been incentive programs in past. He understands that a lot of people who came in under those who received bonuses are no longer here. He asked how we can keep them, and how to we entice them to stay here.

Chief Rael said whatever incentives we offer has to be tied into a certain term of commitment. For example, if we offer a housing assistance, that person is committed to a term that can be worked off during whatever is determined is the appropriate period of the time. He said we have to be competitive in salaries and benefits, noting our benefits already exceed those of many of our competitors. He said the primary issues currently are the cost of living and the rate of pay.

- Councilor Dimas asked where is the City competitively. How do we compare with agencies back east.

Chief said the City, locally and regionally, is above average. However, the cost of living on the east coast is much higher. He said it depends on the community.

- Councilor Dimas asked Deputy Chief Johnson to what areas to which he was referring in talking about recruiting out of State. He said Santa Fe isn't the only department which is having difficulties in recruiting, and believes this is happening nation-wide. He has a hard time understanding that there is an overflow of officers back east who are qualified trying to find jobs.

Deputy Chief Johnson said this is a national trend, and we are seeing a lack of interest in people who wants to be law enforcement officers. He said also, a lot of people are not qualified. He said there are pockets in the areas of Chicago, Minneapolis, Trenton, New Jersey, where there is high unemployment for academy graduates. He said they haven't done a formal comparison of salaries and benefits with the east coast because it is quite different. He said many agencies in New Mexico have take home cars. He said there is the PERA plan, we provide uniforms and equipment. He said the east coast have higher salaries, but their pension plans aren't as good, they don't have take home cars, or equipment, uniforms, and they have to buy many things out of pocket. So it is difficult to make comparisons.

Deputy Chief Johnson said they just hired a gentleman who came here from New Jersey. He said there is a tri-state, regional list people get on after going through the academy and take the lists, noting the scores are listed. He said agencies will call them when there are vacancies. He said they thought it would be good to get Santa Fe on the list.

Deputy Chief Johnson reiterated the national trend that fewer people who want to be law enforcement officers. He said research has shown that the younger generation of employees are more transient, and don't have an in-depth commitment. He said this isn't everybody, but many people are looking to jumping careers until they find the right fit for them.

- Councilor Calvert observed that the younger generation is more interested in the pay, unless they already have a family, and then they might be more interested in other things. He said the benefits offered are good for retention, but not necessarily for recruiting. He said people who are single or married with a family might make different judgments.

Deputy Chief Johnson said Councilor Calvert is correct, and the younger interested in compensation, time-off, teamwork and technology. He said we want to focus our efforts on these to attract the younger generations.

- Councilor Dimas said when he went into the department many years ago, they didn't have all of the physical things being done now. He asked if this being done nationally, or we doing things differently than other places. He said we're having a tough time with people meeting the physical requirements of recruitment, and probably are losing a lot of good people. He asked how the officers currently in the department would do on the physical agility test – what percentage of the department would pass all of the physical requirements.

Deputy Chief Johnson said there are national standards for physical fitness. He said it isn't just in Santa Fe. He said the physical fitness requirements are mandated by the New Mexico Department of Public Safety. If the applicants don't meet these standards, DPS won't accept them and we can't send them to the academy. He said we do allow officers who are certified in the State to come on the department. He said the DPS fitness standards don't necessarily mirror the rest of the country, noting DPS follows the Cooper standard out of Texas. He said in recent years, there has been a question on the validity of the Cooper standards, and the DPS is looking at changing away from the Cooper standard to something job-task oriented, but he doesn't know the specifics. He said to answer his second question, his honest, personal opinion is that 70% of the existing force would struggle in passing the DPS fitness test. He City has looked at an annual fitness exam which existing officers would be required to pass. They have the gym, and looked at promoting fitness among the force.

- Chief Rael said one major obstacle to requiring existing officers to pass a fitness test is the Collective Bargaining Agreement. Until the agreement is amending to allow testing, then testing is "pretty much impossibility." It would have to be negotiated and defined. He said the requirement that an officer to be able to pass that test to maintain certification doesn't exist through the DPS, and it is something the City would have to consider and negotiate.
- Councilor Dimas said he would never suggest that, commenting it was a hypothetical question, and just a remark.
- Councilor Dimas asked, with the regard to an apprenticeship program which he thinks is a good idea, if there is a way that the applicants can come and run and do these things prior to testing to get them ready to the actual test, perhaps a month before the test.

Chief Rael said there is nothing in place. He said it is a possibility, but it would take people several weeks to get in shape to pass the exam if they're aren't fit enough. He said it is a possibility, but it would take commitment, funding, overtime and resources to do.

- Councilor Dimas asked if that could be funding through cost savings of vacant positions.

Chief Rael reiterated it is a possibility, and they will look into it as a part of the program.

- Councilor Calvert said it probably would pay for itself, because we would have to go through fewer recruits in the process. It is a trade-off.

Chief Rael agreed, noting in the past one of the major issues that killed it was concerns of the City's liability if someone is injured while we are providing the training.

- Councilor Dimas believes it would be cost effective to get more people qualifying for the Academy.
- Councilor Bushee said she appreciates the Department reaching out beyond the State. She talked about the differences between Santa Fe and New England, noting home grown candidates are more likely to stay here in Santa Fe, and to understand the culture. She said wants to anything we can do to aid and abet passing the physical. She asked if firefighters have the same standards, commenting that she doesn't want to lessen standards. She said the younger people want to be firefighters. She said we need to do something pro-actively to try to grow candidates here, perhaps taking "a page from the firefighters."

Chief Rael said we are casting a wider net in the hope of filling our vacancies more quickly.

- Chair Dominguez thanked Chief Rael, Deputy Chief Johnson, for bringing this information forward to the Committee, and for clarification with regard to what has been brought to us in the past. The only plan was one developed in 2008 under Chief Eric Johnson. He said this has been a dilemma for many years and appreciates the information.

- Chair Dominguez asked if this plan has gone before the Public Safety Committee.

Chief Rael said, yes, it came from the Public Safety Committee to this Committee.

- Chair Dominguez asked the context of the conversation at Public Safety.

Chief Rael said unfortunately he was on annual leave and didn't attend that meeting.

- Deputy Chief Johnson said as he recalls, the Committee moved to approve the plan.
- Chair Dominguez asked staff to make sure we get the minutes of that meeting of the Public Safety Committee, so this Committee can digest some of that. He said the idea is to make sure everyone is on the right page. He said hopefully, as a community driven committee, their comments and concerns reflect those of the community in general.
- Chair Dominguez said he appreciates the information, noting in the past the strategic plans contained measurables, data and such. He said he believes this one of the ways we can manage accountability. He said he doesn't see measurables, for example, when we see "reduced crime," he wants to know "reduced crime" by how much. He wants to see measurable goals and objectives, and the data which are the basis of that.

- Councilor Dominguez asked how many officers are involved in youth leagues, how many are involved in extra-curricular activities outside of the Department to benefit the community, and asked if we have that data/information.

Chief Rael said he doesn't have that information/data.

- Chair Dominguez asked Chief Rael if there were more police officers in some of the youth activities, if they could more effectively engage youth.

Chief Rael said he yes. However, once off they are off the job, we can't dictate what they do.

- Chair Dominguez said he understands, and really is asking how much of this is being done in the community.

Chief Rael said he encourages officers to participate.

- Chair Dominguez asked about a measurable in terms of reducing crime and the time officers spend in working in this areas.

Chief Rael said it is clear that from 2011 to the present there has been a 35% decrease in property and reductions in violent crimes. He said we have verified, through presentations we have before more efficient in terms of manpower, expenditures in overtime, and that is the way they measure their success. He said if the Chair would like specific evidence, they can include specific estimates.

- Chair Dominguez said part of the problem is accountability – making sure we have those targets and goals and doing what we can to try to achieve those goals. He said other factors are involved such as resources needed. He said he is interested in results, noting we have been given that kind of information in past strategic plans presented to the Committee. For example, reduction in the response time.

- Chair Dominguez asked for how many months has the Department had a full staff.

Chief Rael said he has never been fully staffed since he has been here, except briefly for two months ago, when all positions were filled.

- Chair Dominguez said then he has been working with an understaffed Department for a number of years, and asked the number of days/weeks/months we have worked at minimum staff.

Chief Rael said 2-3 days a week, sometime more, depending on training requirements, special assignments, calls, injury leave, military leave – it varies.

- Chair Dominguez said some of us really stuck out our necks that going to a an 8 hour work day

from the 10 hour day would solve some of the problems, such as minimum staffing. We've been working with a police department which isn't fully staffed for a number of years. He asked how we measure how that change is working.

Chief Rael said he believes they have presented ample information on more than one occasion, and the fact it would be much worse if we were on 10 hour shifts, and he is happy to bring that information back to the Committee, in terms of hours worked and such. It does make a difference and it makes a difference in coverage and one of the reasons we've been managing to tackle the burglaries, and reduce some of the property crimes, as well as to reduce costs.

- Chair Dominguez would like that document. He said we were told that by going to the different hours, we would be able to put more officers on the streets. In summary, he is hearing that we don't have enough officers on the streets.

Chief Rael said he has presented that information on several occasions, and will be more than happy to bring it back and discuss it again.

- Councilor Bushee said she would like to see it again. She asked how you can take the paperwork or administrative work from the officers to keep them on the streets.

Chief Rael said they are working on implementing Tracks 7.5, which is a computer based system, which will allow the officers to complete their reports in the field and transmit them to supervisors for review and transmitted to the Records Section where records are being maintained. He said they have implemented several changes to minimize the paper process. He said with the addition of Tracks 7.5, it will simply things more quickly. It allows officers access to nation and local information, such as license plate information, the DMV data base, NCIC and several other queries they can run. He said people are being trained. He said they will be upgrading to Tracks 10.7, noting that recently was brought to this Committee for approval. He said it is being purchased through a State grant which pays for the upgrades and the changes. He said currently they are waiting to make arrangements with the IT so they can get things "run through."

- Councilor Bushee asked if there is a full time grantwriter trying to get federal and State funds.

Chief Rael said no. They do their best to write our own grant applications, but unfortunately grant monies have dried up.

- Chair Dominguez asked the Chief to provide the information on the 10 hour shifts versus the 8 hour shifts.
- Chair Dominguez asked if the Nuisance Abatement Ordinance is working.

Chief Rael said it works occasionally, but he will have to go back and run the numbers.

- Chair Dominguez asked if we should keep this on the books or take it off.

Chief Rael said it should stay on the books.

Chair Dominguez asked the POA President to comment if he would like to.

- Councilor Bushee asked the Chief to send her contact information on the person who does the public relations.

Adam Gallegos, President Police Officers Association, said he came to the City laterally from the County Sheriffs Office. He the reality is that the Santa Fe PD is no longer competitive, but we were that agency for a long time. For example, in 2004 when he came from the Sheriffs Office, 6 others came with him at the same time. In 2007, 6 more came from the Sheriff's Office. In 2010, 5 came from the Moriarty PD. He said the majority of them are still with the Department. He said the SO is now equal with us in salary, and they have a retention [inaudible] in their contract, \$500 every 6 months, but it's something. It is paid on their anniversary date and then 6 months after that. They have a number of incentives, including Detective pay increased by \$300 per month more. He said the take home car is a big issue. He said he personally believe in having officers live in the community.

Officer Gallegos said he is very involved in his neighbors and knows all of his neighbors. He said there are issues coming up. He said the Albuquerque Police Department is now talking about a \$25,000 signing on, \$5,000 on hire and \$4,000 on their anniversary date for the next 4 years. He said the bottom line is that Santa Fe PD is no longer the agency it used to be. He has discussed this with Deputy Chief Johnson. He said you can do all the studies you want, and such, the best "recruiters are your cops." He said we all have friends in the law enforcement network. He is asked regularly by other police officers, what is happening in Santa Fe. He said when he tells them about our perks and benefits, they tell him they have that as well.

Officer Gallegos said we have to be competitive or they go elsewhere, because the interest in joining law enforcement is just not back there. He said, "We need to take a step back, see what's going on, but for this generation it is about now, it's about money. Councilor Calvert hit it right on the head. They're going to first look at pay. Secondary is everything else, retirement and the like. Young people right now don't care about retirement. They're worried about the check they're getting right now, today."

The Committee commented and asked questions as follows:

- Chair Dominguez said it's about work environment. He said being a Policeman right now isn't an easy thing, and he has the utmost respect the officers on the street and the administrators that deal with "the comments and questions that sometimes Governing Bodies come up with up, including myself." He said, "At the same time, as Councilor Bushee pointed out, we have to be very careful in the language you use and the way that you present and propose public safety to the public, like this idea about 'ever shrinking budgets,' and the perceptions people have. To me, that's all part of the perception, part of the marketing, recruitment efforts, that we, as the Governing Body might be able to deal with one day in terms of budgets and so on and so forth. Thank you three very much, and the other Chief back there for taking notes, and for your presentation."

- Chair Dominguez said he wants to continue to have public safety on the Finance Committee Agenda.
- Councilor Ives asked Officer Gallegos if he knows how many of our officers are involved in sports leagues, and other such circumstances.

Officer Gallegos said he knows quite a few which are, and quite few who are in Rio Rancho. He said they are trying to the POA members involved in the City.
- Councilor Ives said, when you say a lot, does he have an idea of numbers.

Officers Gallegos said there are 2-3 involved in sports leagues, but there are a lot of officers involved in other activities.
- Councilor Ives asked if they participate because they have kids in sports.

Officer Gallegos said he would say yes.
- Councilor Ives asked if he can "figure that out in a straightforward fashion."

Officer Gallegos said, yes, pretty much.
- Councilor Ives asked Officer Gallegos his thoughts on the strategic plan – does he agree or disagree with any of the stated goals and objectives in the plan.

Officer Gallegos said he hasn't reviewed it and can't speak to it at this time.
- Councilor Ives said he did indicate that he considers the City's health benefits top notch.

Officer Gallegos said, "I think our plan is awesome, I really do. It's a solid point for me. I recruit based that when I have the opportunity. It's really a good plan, and with the help of the Governing Body and members of the Committee we've done a good job of keeping that line together."
- Councilor Dimas said, following up on his point about the youth, he asked how many officers are involved in going into schools, visiting with the kids, and giving them a good idea of what a police officer does, and encouraging them to get interested in law enforcement.

Officer Gallegos said he doesn't know, and isn't aware of what that section does, although he has a couple of officers that like to visit schools in the morning. However, he can't say they are trying to recruit.
- Councilor Dimas said he isn't referring to community relations officers, but the regular officer in the day to day activities. Do we encourage these officers to stop in the parking lots when kids are getting out school and just making contact with them. Do we encourage our officers to do that.

Unidentified said, "Absolutely yes. I say that because the SF Police Department has a culture of doing that. Since I was a young officer, I've seen other officers doing it, and I followed in their footsteps. Driving through a neighborhood, and see a couple of kids on a Sunday afternoon throwing a football. I've seen it, I've done it, pulled over, stopped and spent 5-10 minutes out of my day just to talk to them and throw a football with them. Just to get involved with the community. I feel, as a Deputy Chief should do that. I'll be at phone calls or officers will poke their head in the office and say, Chief do you mind, I know I'm off on Saturday, but do you mind if I come in and go over to this school. My neighbor asked if I could present to this Girl Scout meeting, or talk to these kids at this troop class or something. I say, absolutely. Do it. Obviously, we have to compensate you for your time, because you're acting on behalf of the Police Department, but we're willing to do that. Because I think all part of the Police Department giving back to the community, and encouraging these youth to be on the right path, grow up responsible. So to answer your question, I think the Department has a culture of that. We love to get involved, whether kindergartens or high schools. I see it all the time."

- Councilor Dimas noted Sergeant Gallegos is a supervisor at the street level. He asked if we are really making contact with people in their yards. As a commander on the street, are you asking your people to stop and talk to people and get to know the neighborhoods they are patrolling.

Sgt. Gallegos said he believes this happens regularly. He said he has a great group of people and it is a great group of people that really care, and are real professionals.

Councilor Dimas thanked everyone for being candid.

Chair Dominguez said he will work with staff to get "you on the agenda so you can answer some of the questions we had today for that."

26. OTHER FINANCIAL INFORMATION

There was no other financial information.

27. MATTERS FROM THE COMMITTEE

Chair Dominguez said at the next Committee meeting he wants information on annexation, and will be asking Councilor Bushee to send him or Mr. Tapia the information she needs. He said we need to start looking at the budget impact of annexation in the near and long term future.

Chair Dominguez wants an update on the budget, how things are going. He will get with Mr. Tapia and Mr. Snyder for the details.

Councilor Bushee said she wants a follow-up on the La Farge Library and a time to meet with the School Board about that.

Councilor Bushee would like for Debra Garcia y Griego can look at what might be available in terms of funds, noting she would like to see more of things such as the mural at Frenchy's Park in other parks and public place.

Councilor Bushee noted she was scared by the news story on Channel 7 about the City being 40 officers down, and she wants to see information in regard to the annexation as well.

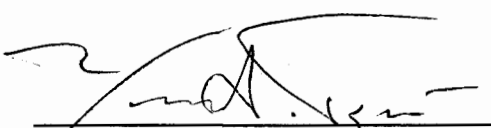
Chair Dominguez asked Committee members to email him any additional issues they would like staff to consider and/or to see on the agenda.

28. ADJOURN

There was no further business to come before the Committee, and the meeting was adjourned at approximately 7:20 p.m.


Carmichael A. Dominguez, Chair

Reviewed by:


Marcos A. Tapia, Director
Department of Finance


Melessia Helberg, Stereographer

POLICE



Strategic Plan 2011-2016

Raymond J. Rael
Chief of Police



City of Santa Fe

2515 Camino Entrada
Santa Fe, New Mexico

Prepared by: Deputy Chief William Johnson

Exhibit "1"



SANTA FE **POLICE**

Message from the Chief

I am proud to present the Santa Fe Police Department's Strategic plan.

This document represents a collaborative effort of the entire department, government officials, and most importantly the public.

The Santa Fe Police Department prides itself on providing our community with the absolute best policing policies and procedures possible. As the city grows, we know there are challenges ahead. This plan was drafted to address those diverse and unique opportunities for change while improving efficiency and increasing effectiveness.

We have come up with innovative ways to handle the approaching annexation, budget constraints, and the public's perception of our roles as law enforcement.

The department's goals are to blend proven law enforcement fundamentals with cutting-edge technology to maximize the operational effectiveness of our resources and reduce crime in the City of Santa Fe. We are also committed to making sure our high standards of ethics and the quality of police work continue to exceed expectations, and to confirm the public's trust.

I want to thank everyone for their help in this effort, and I am excited to witness our progress.



Chief Raymond Rael

Santa Fe Police Department



SANTA FE **POLICE**

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SANTA FE **POLICE**

"The way to gain a good reputation is to endeavor to be what you desire to appear." ~ Socrates

Mission

It is our mission to make the City of Santa Fe a better, safer place to work, learn, play, and stay.

We, the members of the Santa Fe Police Department are committed to excellence in law enforcement and are dedicated to the people, traditions, and diversity of our city. Through empowerment by the community, we remain devoted to protecting lives, property, and the rights of all people and to maintain order and enforce the law impartially. In partnership with our community, we provide ethical and professional law enforcement services and protection. We strive to maintain the trust and confidence of our citizens while working to improve the quality of life.

Vision

Our vision is to espouse the highest standards of law enforcement service and ethics, and to serve as a national leader in the application of public safety doctrine, professional accountability, and community partnerships.

Values

- Customer service
- Trust and cooperation
- Community participation through sharing and understanding
- Respect for individuals' rights
- Honor and integrity
- Personal responsibility and teamwork
- Planning and problem solving



SANTA FE **POLICE**

Executive Summary

*A*s the City of Santa Fe grows and crime increases, the Santa Fe Police department is committed to reducing overall crime rates and promoting a positive public perspective.

Chief Raymond Rael and his department have multiple, innovative ways in which they plan to accomplish those goals.

First, the department will tackle crime rates and the public's perception of crime by increasing officer availability, implementing new investigative techniques, and expanding accountability as we create personal relationships within the community.

In preparation for annexation and to promote further efficiency, the department is also ready to execute methods to reduce overtime that will decrease costs and expand service capabilities. Avant-garde measures of recruiting will also be implemented to ensure the department is at proper staffing levels. Both factors will attribute to the identification of ideal resources and staffing as the department becomes responsible for the newly annexed areas.

The last goals will ensure the department is prepared and contemplating the future.

Newly implemented methods will focus on building a professional and accountable department, making sure the Internal Affairs division is using the latest technology and practices available to monitor and track complaints/investigations. The entire department will display additionally an overall, more refined professional image and will work on improving mass communication through well-cultivated media relationships and continued growth of online and social media presence.

Advancement and expansion of department technology will further continue to ensure the department is current, cutting-edge, and pro-active in tracking suspects and intelligence. Those capabilities will then be utilized as a recruitment tool.

Finally, taking a business-based approach when looking forward will ensure the department continues to improve the quality of life in the city. Command staff will be trained in state-of-the-art policing and business management principles.

All factors combined ensure the Santa Fe Police Department is well-rounded and ready to successfully tackle crime and population growth while confronting an ever-shrinking budget.



SANTA FE **POLICE**

Santa Fe Police Department Strategic Goals & Objectives

Goal 1—Reduce Crime and the Perception of Crime

- Increase officer availability
- Introduce new investigative programs
- Improve methods for offender accountability
- Increase community outreach and education

Goal 2—Improve Organizational Efficiency and Prepare for Annexation

- Reduce overtime costs
- Increase recruiting efforts
- Identify staffing and resource requirements for annexation

Goal 3—Build a Professional and Accountable Police Department

- Advance the professional standards capability
- Promote a positive organizational image
- Improve internal and external communication

Goal 4—Build a Progressive Police Department

- Advance and expand department technology
- Apply a business approach



SANTA FE POLICE

Goal 1

Reduce Crime and the Perception of Crime

With an ever-growing population and jurisdiction, coupled with an economic downturn, the city and its citizens have experienced rising levels of criminal activity. Consequently, the police department must show that it is committed to reducing crime by implementing an effective crime control strategy designed to abate criminal activity and the harmful effect it has on the community.

Overwhelmingly, the community has expressed its concern regarding property crime, illicit drugs, DWI, and quality of life issues. As servants of the community, it is our obligation to steer our law enforcement efforts toward meeting the needs of those whom we serve. To that end, the police department has developed several objectives aimed at both reducing crime and educating the community.

Objective I: Increase officer availability

- ✓ Develop a schedule that increases the number of patrol officers on the street
- ✓ Decrease the time officers spend performing non-law enforcement work
- ✓ Minimize duplicative processes and paperwork for officers

Objective II: Introduce new investigative programs

- ✓ Establish a burglary task force between the city police department and the sheriff's department
- ✓ Utilize geographic profiling to help solve serial crime
- ✓ Use crime reports to identify trends and apply predictive policing strategies
- ✓ Add two additional agents to the Region III narcotics task force
- ✓ Implement strict enforcement of nuisance calls such as drinking in public, buskers, and panhandling

Objective III: Improve methods for offender accountability

- ✓ Collaborate with criminal justice stakeholders such as the courts, district attorney, probation and parole, and other law enforcement agencies
- ✓ Assign a detective to attend arraignments of persons charged with property crime offenses
- ✓ Intensify the focus on known and repeat offenders



SANTA FE **POLICE**

Objective IV: Expand community outreach and education programs

- ✓ Double the department's bicycle patrol team
- ✓ Increase the number of active community watch programs by revitalizing inactive programs, and recruiting new neighborhoods and businesses
- ✓ Institute new police programs designed to encourage and stimulate community involvement
- ✓ Develop a program designed to promote gun safety and decrease gun violence
- ✓ Expand the department's youth outreach programs; specifically, focusing on educating children on the dangers of guns, drugs, and alcohol





SANTA FE POLICE

Goal 2

Improve Organizational Efficiency and Prepare for Annexation

As a result of the recession and the subsequent economic effect it has had on the city, the citizens of Santa Fe and city departments alike have had to function with ever decreasing budgets. Accordingly, the onus falls upon the police department to operate more efficiently. While we are obligated to practice fiscal responsibility, we must simultaneously prepare for annexation within the confines of our economic capability.

To manage a reduced budget effectively, whilst preparing to meet the demands of an expanded jurisdiction, the police department developed several measures to help manage the undertaking.

Objective I: Reduce overtime costs

- ✓ Transition from a 10-hour work day to an 8-hour work day for department personnel
- ✓ Develop shift schedules that are congruent with staffing requirements but yield time to complete paperwork, attend training, and take days off

Objective II: Increase recruiting efforts

- ✓ Identify and participate in more local and regional job fairs to recruit potential officers
- ✓ Work with the New Mexico Law Enforcement Academy to reduce the length of the basic academy
- ✓ Invest in a local, regional, and national advertising campaign to attract applicants
- ✓ Identify the appropriate demographic pool and market in which to steer advertising
- ✓ Research and identify recruiting incentives, such as down payment, housing assistance, etc.

Objective III: Identify staffing and resource requirements for annexation

- ✓ Initiate a current resource allocation study for the proposed annexation areas to determine patrol staffing needs
- ✓ Prepare an analysis of specialized services e.g., detectives, traffic, and bicycle units
- ✓ Conduct an inventory of organizational resources in an effort to identify what resources the department currently possesses and those resources that will need to be acquired



SANTA FE **POLICE**

Goal 3

Build a Professional and Accountable Police Department

As an institution charged with enforcing the law, protecting the peace, and serving the public, we are obliged to conduct ourselves in a manner deserving of the public's trust. Therefore, the police department must resolve to improve upon the way we investigate acts of misconduct. Better tools are needed to track, monitor, and evaluate behavior and mitigate personal bias.

Furthermore, since communication is a building block of trust, the police department must foster a better relationship with the community. Developing better communication practices, built around transparency, is a major component in cultivating a collaborative relationship between the police and the community.

Objective I: Advance the department's professional standards capability

- ✓ Implement internal affairs software that more effectively monitors complaints and investigations
- ✓ Implement professional standards software to aid in tracking vehicle crashes, uses of force, pursuits, officer injuries, etc.
- ✓ Recruit and hire an experienced internal affairs investigator from outside the agency so as to mitigate potential interpersonal relationships with staff
- ✓ Refine policies and procedures that reinforce the importance of:
 - Law, policy, and ethics
 - Self-discipline
 - Professionalism
 - Productivity
 - Community interactions

Objective II: Promote a positive organizational image

- ✓ Transition from white police cars to a traditional black and white design
- ✓ Redesign the police department's uniform to one that incorporates a lighter color
- ✓ Revitalize relationships with community groups, neighboring law enforcement agencies, and the press

Character is much
easier kept than
recovered.

— Thomas Paine



SANTA FE **POLICE**

Objective III: Improve internal and external communication

- ✓ Expand the department's use of social media, such as Facebook and Twitter, to communicate important information and events to the public
- ✓ Work with the city's ITT department to develop a more functional and user-friendly webpage for the police department
- ✓ As an organization, participate in more community events to provide safety tips, public information, and answer questions
- ✓ Implement a program by which the public can file some types of police reports online, without the need for an officer
- ✓ Work more collaboratively with local media
- ✓ Use digital message boards to convey important information to staff and department visitors





SANTA FE **POLICE**

Goal 4

Build a Progressive Police Department

The challenges of modern policing require the application of contemporary practices. As the demands of law enforcement become increasingly more challenging, it becomes the police department's responsibility to find ways to meet these demands in manner that is both effective and economically prudent.

Just as the private sector leverages business principles and technologically to increase productivity, the department will embrace this philosophy and effectuate a more businesslike approach.

Objective I: Advance and expand department technology

- ✓ Expand the number of in-car computers available to patrol officers
- ✓ Update the software used to generate police reports and citations
- ✓ Upgrade the current software used for dispatching and include a mobile dispatching application
- ✓ Purchase software to enhance the ability of the department's professional standards and internal affairs unit
- ✓ Institute the use of GPS systems and tracking software for the police department's fleet of patrol cars
- ✓ Purchase and implement digital message boards within the police department



Objective II: Apply a business approach

- ✓ Solicit the assistance of volunteer subject matter experts (SME) to help or advise the police department on projects
- ✓ Apply project management and business process management principles to department activities
- ✓ Explore the feasibility of a less paper dependent system
- ✓ Train command staff in business management principles