



Agenda

Finance Committee Meeting
February 4, 2008 – 5:15 pm
City Council Chambers

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

JANUARY 22, 2008

CITY CLERK'S OFFICE

DATE 2-1-08 TIME 9:10

SERVED BY Yolanda Green

RECEIVED BY [Signature]

INFORMATIONAL AGENDA:

6. REPORT ON ITT PURCHASES AND SAVINGS (THOMAS WILLIAMS)
7. PRESENTATION ON NON-EMERGENCY 311 CALL CENTER (SEVASTIAN GURULE)
8. UPDATE ON ALTERNATIVE HOUSEHOLD HAZARDOUS WASTE PROGRAMS (WILLIAM DEGRANDE)
9. UPDATE ON RAILYARD PARKING ISSUES (BILL HON)
10. REPORT ON FALSE BURGLAR ALARMS (BILL TALLMAN)

CONSENT AGENDA:

11. BID OPENINGS:
 - A. BID NO. 08/21/B – ON CALL CONCRETE CONSTRUCTION SERVICES AND CONSTRUCTION AGREEMENT FOR VARIOUS PROJECTS; ADVANTAGE ASPHALT AND SEAL COATING, LLC (DESIRAE LUJAN)
12. REQUEST FOR APPROVAL OF VACATION AND SALE OF CITY OWNED RIGHT-OF-WAY – OLD CAMINO APODACA LOCATED WEST OF 438 APODACA HILL; LEE LEWIN AND CHARLES WILLIAMS (REYES ARAGON)
13. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – PROJECT MANAGER SERVICES FOR ADDITIONAL DANCE STUDIOS; NATIONAL DANCE INSTITUTE, NEW MEXICO, INC. (DAVID CHAPMAN)
14. REQUEST FOR APPROVAL TO PROCEED TO FINAL DESIGN STAGE ON PREFERRED TRAIL ALIGNMENT FOR THE SANTA FE RIVER TRAIL FROM CAMINO ALIRE TO FRENCHY'S (RACHEL FRIEDMAN)



Agenda

Finance Committee Meeting
February 4, 2008 – 5:15 pm
City Council Chambers
Page 2

15. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO MEMORANDUM OF AGREEMENT – JOINT REGIONAL TRAILS AND OPEN SPACE SANTA FE RIVER TRAIL PROJECT; SANTA FE COUNTY (RACHEL FRIEDMAN)
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE – SANTA FE TRAILS FUND
16. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – JOB SKILLS TRAINING FOR SANTA FE'S YOUTH THROUGH SANTA FE RIVER AND WATERSHED IMPROVEMENTS (RFP #08/12/P); YOUTHWORKS (RACHEL FRIEDMAN AND DAVID CHAPMAN)
17. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – FURNITURE FOR FIRE DEPARTMENT; CONTRACT ASSOCIATES (ASSISTANT CHIEF CHARLIE VELARDE)
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE – CIP REALLOCATION FUND
18. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT – SANTA FE FARMERS' MARKET; SANTA FE FARMERS' MARKET INSTITUTE (FRANK ROMERO)
19. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT – SANTA FE MUNICIPAL AIRPORT – PRAIRIE DOGS; ECO SOLUTIONS (JACKIE GONZALES)
20. REQUEST FOR APPROVAL OF LICENSE AGREEMENT – USE OF ON-STREET PARKING SPACES FOR FEDERAL COURTHOUSE; GENERAL SERVICES ADMINISTRATION (WALTER ROYBAL)
21. REQUEST FOR APPROVAL OF PARKING AREA SERVICES AGREEMENT – ENFORCEMENT AND REVENUE COLLECTION SERVICES; SANBUSCO CORP. (WALTER ROYBAL)

DISCUSSION:

22. REQUEST FOR APPROVAL OF PUBLIC HEARING FOR CONSIDERATION OF AMENDMENTS TO ORDINANCE 11-2 PREPARATION AND APPROVAL OF ANNUAL BUDGET, 11-3 CLAIMS OR PAYMENTS IN EXCESS OF APPROVED BUDGET; LIABILITY AND 11-4 BUDGET ADJUSTMENTS (KATHRYN RAVELING)



Agenda

Finance Committee Meeting
February 4, 2008 – 5:15 pm
City Council Chambers
Page 3

23. REQUEST FOR APPROVAL OF A RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE THE CITY WITH THE PROCEEDS OF A FUTURE TAXABLE OR TAX-EXEMPT BORROWING FOR CERTAIN EXPENDITURES FOR THE TRUST FOR PUBLIC LANDS AND THE FARMERS' MARKET TO BE UNDERTAKEN BY THE CITY; IDENTIFYING THE CAPITAL EXPENDITURES AND THE FUNDS TO BE USED FOR SUCH PAYMENT; AND PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH (KATHRYN RAVELING)
24. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING TABLE 14-7.1-1 AND SECTION 14-7.1(B) SFCC 1987 REGARDING THE CALCULATION OF ALLOWABLE DWELLING UNITS AND MAXIMUM NUMBER OF DWELLING UNITS (COUNCILORS CALVERT AND BUSHEE) (JEANNE PRICE)
25. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING TABLE 14 -7.1-1 SFCC 1987 SO THAT THE MAXIMUM LOT COVERAGE FOR RM DISTRICTS IS FIFTY PERCENT (50%) IF PRIVATE OPEN SPACE IS PROVIDED (COUNCILORS HELDMEYER, CALVERT AND MAYOR COSS) (JEANNE PRICE)
26. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING THE CITY MANAGER TO EXPAND THE EXISTING PROGRAM PROVIDING FOR EMPLOYEE BACKGROUND CHECKS (COUNCILOR HELDMEYER) (KRISTINE KUEBLI)
27. OTHER FINANCIAL INFORMATION:
 - A. INFORMATION ON PROPERTY TAX AND GROSS RECEIPTS TAX (KATHRYN RAVELING) (Repeated from Finance Committee meeting of January 3, 2008 and January 17, 2008)
28. MATTERS FROM THE COMMITTEE
29. ADJOURNMENT

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

**SUMMARY OF ACTION
FINANCE COMMITTEE MEETING
Monday, February 4, 2008**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER	Quorum	1
APPROVAL OF AGENDA	Approved [amended]	2
APPROVAL OF CONSENT AGENDA	Approved	2
CONSENT AGENDA LISTING		2-3
APPROVAL OF MINUTES: January 22, 2008	Approved	3
<u>INFORMATION AGENDA</u>		
REPORT ON ITT PURCHASES AND SAVINGS	Information/discussion	3-7
PRESENTATION ON NON-EMERGENCY 311 CALL CENTER	Information/discussion	7-9
UPDATE ON ALTERNATIVE HOUSEHOLD HAZARDOUS WASTE PROGRAMS	Information/discussion	9-11
UPDATE ON RAILYARD PARKING ISSUES	Postponed	11
REPORT ON FALSE BURGLAR ALARMS	Information/discussion	11-13
<u>DISCUSSION</u>		
REQUEST FOR APPROVAL OF PUBLIC HEARING FOR CONSIDERATION OF AMENDMENTS TO ORDINANCE 11-2, PREPARATION AND APPROVAL OF ANNUAL BUDGET; 11-3, CLAIMS OR PAYMENTS IN EXCESS OF APPROVED BUDGET; LIABILITY AND 11-4 BUDGET ADJUSTMENTS	Approved	14

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
REQUEST FOR APPROVAL OF A RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE THE CITY WITH THE PROCEEDS OF A FUTURE TAXABLE OR TAX-EXEMPT BORROWING FOR CERTAIN EXPENDITURES FOR THE TRUST FOR PUBLIC LANDS AND THE FARMERS' MARKET, TO BE UNDERTAKEN BY THE CITY; IDENTIFYING THE CAPITAL EXPENDITURES AND THE FUNDS TO BE USED FOR SUCH PAYMENT; AND PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH	Approved	14
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OTHER FINANCIAL INFORMATION:		
INFORMATION ON PROPERTY TAX AND GROSS RECEIPTS TAX		15
MATTERS FROM THE COMMITTEE	None	15
ADJOURNMENT		15

**MINUTES OF THE
CITY OF SANTA FE
FINANCE COMMITTEE**
Monday, February 4, 2008

1. CALL TO ORDER

A meeting of the City of Santa Fe Finance Committee was called to order by Chair Karen Heldmeyer, at approximately 5:15 p.m., on Monday, February 4, 2008, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Councilor Karen Heldmeyer, Chair
Councilor Christopher Calvert
Councilor Carmichael Dominguez

MEMBERS EXCUSED

Councilor Matthew Ortiz
Councilor Rebecca Wurzbarger

OTHERS ATTENDING:

Kathryn Raveling, Finance Director
Yolanda Green, Finance Division
Melessia Helberg, Stenographer.

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

NOTE: All items in the Committee packets for all agenda items are incorporated herewith by reference. The original Committee packet is on file in the Finance Department.

3. APPROVAL OF AGENDA

Chair Heldmeyer would like to postpone Item 9, Bill Hon's presentation on Railyard parking issues, until the full Committee is in attendance.

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

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

4. APPROVAL OF CONSENT AGENDA

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

VOTE: The motion to approve the agenda was approved unanimously on a voice vote.

CONSENT AGENDA

11. BID OPENINGS:

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 21. **REQUEST FOR APPROVAL OF PARKING AREA SERVICES AGREEMENT – ENFORCEMENT AND REVENUE COLLECTION SERVICES; SANBUSCO CORP. (WALTER ROYBAL)**
5. **APPROVAL OF MINUTES: January 22, 2008.**

MOTION: Councilor Dominguez moved, seconded by Councilor Calvert, to approve the minutes of the meeting of January 22, 2008, as presented.

VOTE: The motion to approve the agenda was approved unanimously on a voice vote.

INFORMATION AGENDA

6. **REPORT ON ITT PURCHASES AND SAVINGS. (THOMAS WILLIAMS)**

Thomas Williams reviewed the contents of his memorandum of January 9, 2008. He said he focused on the major vendors, and the numbers represent the face value of the Purchase Orders and not what was paid out, noting it could be more or less.

Chair Heldmeyer said the question is which of the items are for the normal course of business, replacing what we had, and if there are ways the City uses IT for money saving purchases – something purchased which saved time, personnel, efficiency, etc.

Mr. Williams said he isn't trying to "duck" the question, but it is difficult to quantify other than to give the broad answers. He said it is the cost of doing business and makes the City more efficient, but he really can't point to something and say how much money or time was saved.

Chair Heldmeyer said she would accept anecdotal information at this point.

Mr. Williams said he can point to things he does which makes everyone's job easier, such as the modular messaging system which allowed merging of voice mails, emails and outlook. He said previously, it was necessary for employees living in Rio Rancho or Albuquerque to make a long distance phone call

just to check voice mail. Now, it is possible for them to log onto the City's web email and check their email. He believes that is a gain in efficiency. He said he said the idea in purchasing technology is to make people more efficient in conducting the normal day-to-day business for the City.

Chair Heldmeyer explained this question was asked in preparation of next year's budget, and the Council wants to look at spending money where it will do the most good. She asked Mr. Williams to point to things which have helped. She noted this is the third telephone system in seven years, and there is a difference between replacement for the sake of replacement, and getting something new which lets the City do something in a new way which is more efficient, or provides better customer service. She believes the new Council would like to give more money to IT in order to do these things in the future, but they need him to point in this direction.

Mr. Williams said things which were done recently with the CIP Funds:

- ◆ \$100,000 for the City's website redesign, which was huge.

Chair Heldmeyer asked if people are able to use the website to make constituent complaints, or will that feature be added in the future.

Mr. Gurule said there is a general, generic form on the website which the public can use to submit requests, complaints or inquiries on line, and those go directly to Constituent Services. He said in the future, they will be implementing a list of various forms which can be submitted and directed to different parts of the City for the appropriate staff to address.

- ◆ On line permit tracking for the Land Use Department and Interactive Voice Response will allow people to call the City to check the status of permits, or the inspectors to update the status of an inspection from the field remotely. It is hoped to add this to the website in the upcoming FY.
- ◆ The on-line ebill/epay is now available for the utility sections.
- ◆ Spam/firewall was added in the past fiscal year, noting over 98% of the email being rejected by the City is junk. This was a huge investment to saving time.
- ◆ The HR Payroll was purchased which he hopes to implement soon with Finance and HR so there will be automated PAs, automated timesheets and other things which are long overdue.
- ◆ Upgrade the financials which will improve a number of things, noting the Council will see nice, graphic reports on budgeting and finance, which will make the Council's job easier.
- ◆ The wireless installation in the Council Chambers was completed recently.

- ◆ Upgrading the audiovisual equipment in the Council Chambers, working cooperatively with Constituent Service.

Responding to Councilor Calvert, Mr. Williams said he grouped everything in the Memorandum, in terms of expenditures.

Mr. Williams spoke about upcoming projects, on which he hopes to get support:

- ◆ Mobile Data Terminals for Police and Fire which will make their job easier, noting the Police are collaborating on a statewide effort for traffic reporting with funds from the State for that project. IT continues to work with them on this project.
- ◆ The Fire Department is looking at using the MDTs for ambulance billing which allows them to send medical reports via the web using an as yet to be named vendor to assist them in billing and collecting revenue from these kinds of calls.

Councilor Calvert reiterated that this Committee is trying to get Mr. Williams "to help us help you." He would like a further break-out of the expenditures in the Memorandum, and more detail on the reasons for the purchase – replacement, maintenance or new; to save money; to be more efficient and improve the process. He would like to see the City use servers to use less paper, such as for Planning & Land Use and the Finance Department, asking if we really need to keep all of those boxes of records.

Mr. Williams highlighted some of the things which will be in his budget request which are directly tied to the Council's strategic initiative, as follows: .

- ◆ The replacement of the peripheral equipment based on users, would be \$1.1 million. The biggest issue is that there isn't a set, centralized equipment replacement schedule. Some departments, for example, replace PCs replaced annually, while others use their PCs for seven or eight years. He will be submitting a replacement policy
- ◆ With regard to the paperless environment, he is requesting an enterprise content management system, which would allow everyone to go to a paperless environment and then set rules for information access, retention, conditions of access, etc. He said this would allow automated tracking of contracts. He said the City has nothing like this currently.
- ◆ Metro internet. He said currently 10-15 users share band width on the internet which is equivalent to the average home capacity. He said the City doesn't have enough band width to send things across the network. He said there will be a cost savings with this request.
- ◆ Certification level training in the ITT Division which has been extremely neglected over the years, noting that IT training is extremely expensive, and one certification course for an IT staff person can cost \$1,000 to \$5,000. He is requesting a separate budget for IT to get

and keep people certified. He noted that technology changes rapidly, and the City is very far behind in knowledge and understanding of trends and things out there. He said, however, there are self-motivated people who do these things on their own, but it is the City's responsibility to get these people trained and certified.

- ◆ Police Blackberry Program so the Detectives can take advantage of national and statewide crime databases. It will make them more efficient. He said the patrol officers will have the MDTs and the Detectives have requested the Blackberry because the laptops aren't efficient when they are doing investigative work.

Mr. Williams said these are only a few things which he would like to do in the next fiscal year.

Councilor Dominguez said we need to ensure that the City makes the initial investment so we can keep up with technology, instead of catching up. He asked if there are standards for purchase of printed cartridges and related items which are purchased elsewhere. He asked if the departments develop their own technology plan for review and implementation into the IT technology plan.

Mr. Williams said the ITT Steering Committee was formed to have representatives from the departments, divisions and sections to meet with IT to inform IT of their business requirements. He said collectively they can make decisions as a group with regard to some of the technology which can be shared to be sure we're going in the right direction, and to meet the specific, targeted needs of departments and divisions. He said, with respect to an equipment replacement schedule, the industry standards are to replace computers and laptops every 3-4 years.

Responding to Councilor Dominguez, Mr. Williams said there is a decentralized budgeting process and departments fight for what they want, but then come to ITT for specifications and procurement.

Councilor Dominguez asked if there are policies to ensure efficiencies are tied into that process.

Mr. Williams said no, but he would like to do that. Currently items are purchased as long as they are consistent with the City network and can be maintained by the City and they have the funds. He believes we should have standards to ensure we are being as efficient as possible in spending funds.

Councilor Dominguez told Mr. Buller he believes it should be part of the function of the City Manager to see that there is standardization within the City where possible.

Mr. Buller said he has had general discussions about this, but hasn't really pursued it, and believes it is a good idea. It is one of the things we can stir into the Strategic Planning process as a goal to be achieved in the next fiscal year. He said he and Mr. Williams will be meeting about the plan later this week.

Chair Heldmeyer asked if departments ever come to IT with their needs, and ask for suggestions.

Mr. Williams said the departments are very good about coming to ITT with any technology needs,

although a few things slip through the cracks. He said the Purchasing Officer and Finance Director have been good about directing people to ITT before they procure certain technology.

Chair Heldmeyer noted there will be no more Strategic Budget planning before the election, said she believes Mr. Williams is getting the tenor of what will be expected in working on the new budget. She said the Council wants the equipment to fit the task, and to include different tasks now that the technology is available – such as moving to a more paperless office, or the ability to use some of the new etools which make us more efficient in dealing with the kinds of requests that City government gets.

7. PRESENTATION ON NON-EMERGENCY 311 CALL CENTER. (SEVASTIAN GURULE)

Mr. Gurule noted that the 311 is the concept of one telephone number for all City services, which would allow the City to provide exemplary customer service, to receive call directly, to identify emergencies more quickly, dispatch services more quickly and provide more factual information to customers. He introduced Michael Padilla, President and CEO, Altivus CRM Solutions, LLC, who implemented the Albuquerque 311, for a presentation.

Mr. Padilla reviewed the materials in the packet.

Councilor Dominguez asked the difference between a “contact center start up,” and a “managed client site.”

Mr. Padilla said a “start up,” is when they come in and start the site, and then hand it to the City. A “managed site” would be built by Altivus and manage it. He noted there are four options noted in the handout – An outsource solution, managed solution, hybrid solution and consulting arrangement.

Responding to the Chair, Mr. Padilla said Albuquerque now owns, operates and manages the system after three years, and it is functioning fully and complete at this point.

Councilor Calvert asked if the costs of the system in the handout are specific to Santa Fe.

Mr. Padilla said these are worst case scenarios until they could come into the City and start analyzing the City. These are ball park figures to give you an idea of what it would take to get this up and running in Santa Fe. He said these are phased-in expenses over about five years of operating in the worst case scenario. He said the costs are based on the population, the calling area, and the complexity of the City government.

Chair Heldmeyer asked if the people at 311 are giving orders to the people in field, or talking at a higher level to people who then give orders to employees.

Mr. Padilla said it is implemented in a phased approach. In the beginning, the website is enhanced to provide the contact center with first call resolution 60-75% of the time. He said you'll never get to 100% first call resolution, because a City asset or resource needs to be deployed to fix the issue.

He said the Center constantly becomes more intelligent. As the questions are coming in, his company works with departments and division to make the website more accurate, and to know where the service and the contact center starts and stops and where it goes from there to the division. They aren't giving orders to the division, they are logging electronic work orders in a consistent manner, and in an organized fashion and instantly dropping them into work lists so they can be worked first.

Chair Heldmeyer said then 75% of the calls are for information rather than calls for service. Mr. Padilla said yes.

Responding to the Chair, Mr. Gurule said about 60% of the calls to Constituent Services in the City are for information.

Mr. Padilla said it would start at 60% when the contact center is launched, but will become greater over time. He said there are periods of the year where the first call resolution could be as high as 82%, with the balance requests for service.

Chair Heldmeyer said it is the tendency for constituents to pick up the phone and call their Councilor. She believes as the website becomes better, many will go on the website for information. She asked if this system, in a relatively short period of time, will become more obsolete because people will be using other ways to get information.

Mr. Padilla said you will be amazed at the types of calls which come through the call center. He said over time, they will implement a solution which logs requests for service on line as well. He said as the citizens become more comfortable with using web services and automated on-line tools, they will also log self service requests for assets and resources. The contact center doesn't become obsolete, because you continue to change, add, subtract and divide services over the course of the City. He said 75% will be the average once implemented.

Chair Heldmeyer said the call center reduces non-emergency calls to 911 by 17-24%, and she believes this has a safety as well as a monetary value.

Mr. Padilla said in many ways the "silly" calls don't go to 911 any more because citizens have an alternative 24/7. In addition, there are more eyes on the community, and people can report things, so crime actually decreases because there are more eyes watching what is going on, and people are more comfortable in being outside. It has been a phenomenal success in the City of Albuquerque for these two reasons.

Chair Heldmeyer said then Mr. Padilla's company offers a graded variety of services which helps cities do this, however you have a more technical presentation you can give to city managers, finance directors and such.

Mr. Padilla said he has been working with the City staff every two months for over a year on what 311 is and is not, and are at this point.

Chair Heldmeyer said she believes the Council will want to hear the pros and cons, and the relationship to current Constituent Services and the on-line services. She said the City generally likes to hire its own employees.

Mr. Padilla said the fourth option is to guide the City through the process to help to avoid mistakes.

Councilor Dominguez asked Mr. Padilla, in Albuquerque, if he saw a difference in City staff having to become more efficient because of the amount of information which was coming in.

Mr. Padilla said it completely eliminates the handoff, and it was a very painful process. He said it resulted in organizational change management, and this is another service which he can provide – to help staff understand the value of the system.

Responding to Councilor Dominguez, Mr. Padilla said, if the City decides to go with this service, he believes at the end of the day, people that work for the City will be providing real service rather than being on the phone all day, shuffling paper, and will find their position much more rewarding.

8. UPDATE ON ALTERNATIVE HOUSEHOLD HAZARDOUS WASTE PROGRAMS. (WILLIAM DeGRANDE)

Bill DeGrande presented information regarding this matter to the Committee from his Memorandum of February 4, 2008.

Chair Heldmeyer said this was requested by Councilors Wurzbarger and Calvert.

Councilor Heldmeyer asked if there are other facilities like the one in Alternative 1 in New Mexico.

Mr. DeGrande said there are, but not on this level, reiterating that there are regulatory issues, noting that Mr. Kippenbrock would like to implement this in stages.

Councilor Calvert doesn't believe Alternative 1 is feasible because of the cost and other factors. He doesn't like Alternative 3 because it is less than what we're doing now. He said Alternative 2 seems to be the most reasonable alternative. He wants to know the cost to implement Alternative 2, versus what it costs now to do the once a year pickup.

Mr. DeGrande said last year the City spent about \$56,000, which was split according to the MOU, based on the formulas.

Councilor Calvert said the problem is when there is a once a year thing, everyone doesn't come that wants to, noting previously he had to wait in line for quite a while.

Mr. DeGrande said there was no line last year. He said if there is a permanent drop off for the major components – motor oil, paint and antifreeze – he would expect the periodic events and/or event to

be less expensive. He noted he had less than 50 pounds of chemicals to come in from one High School Chemistry class, but it cost him \$4,600 to get rid of it. It is necessary to have a certain number of people there, regardless of what they receive, and it has to be packed and shipped out of State. He doesn't know what to expect for certain.

Randall Kippenbrock, Director, SWMA, said he has been hearing the need to continue this program beyond the annual event in April. He said we need to continue with the "non-hazardous" waste which is being brought – motor oil, used antifreeze, car batteries, latex paint – which is about 80% of the material being brought in each year. He said they are looking at going forward with the electronic waste, scrap metal, green waste and everything else they accept at the Buckman Road Recycling Transfer Station. He believes if we can incorporate those main components into the drop off area, by having additional staff, we can also do all of the other materials – motor oil, used antifreeze, and car batteries.

Mr. Kippenbrock said he agrees with Councilor Calvert to look at Option 2 where there are annual or semi-annual events to capture the 25% of the truly hazardous household waste. He is looking at an RFP to see the response, where you would charge by pound rather than by car, which is an option. He said he was going to look at the operation in Roswell at the end of the month. He said in dealing with hazardous wastes there are a lot of restrictions and requirements, and the reason anyone would want to shy away from that responsibility. He said we do need to try to provide some type of services. He said when you accept all waste, then there are issues such as people leave waste at the front gate if you're not open at the time they show up, and this creates issues.

Chair Heldmeyer asked, if we were to accept motor oil, paint, batteries and antifreeze, if he would charge to drop them at his facility, or if this would be included in the overall amount charged for solid waste.

Mr. Kippenbrock said he would look at that as part of the overall service charge. He said he can make money on motor oil, antifreeze and auto batteries, and can mix the latex paint to sell. If not, it can be disposed of in a different manner. He said we need to worry about the other 20%.

Councilor Calvert said we want to encourage people to dispose responsibly, and individual charges for everything discourage that and leads to what we don't want. He doesn't know we need to raise rates, but that might be a more practical way of doing this to encourage people to do this.

Responding to Councilor Calvert, Mr. Kippenbrock said it would take him about two months to develop these costs.

Responding to Councilor Heldmeyer, Mr. Kippenbrock said he was thinking of separate containers for motor oil, latex paint and antifreeze. The car batteries sit on pallets. He would like to use the existing transfer station, the main building. He said he is going to apply for a \$20,000 recycling and illegal dumping grant to cover these expenses. He believes the biggest cost for Alternative 2 would be the additional personnel, along with the truly household hazardous waste which will be accepted.

Mr. DeGrande said in 1997 when the program was started, the City used two different companies,

and they charged the City by the pound, so this is an option. He said there is a hazardous waste facility behind the main building at the Transfer Station for chemical storage, but it isn't large. He said Mr. Kippenbrock would need some containment around the tanks, berms and such, but doesn't believe it would be a major project to do that.

Councilor Heldmeyer asked if any special double lining and such would be needed.

Mr. DeGrande said the berm has to hold 50% of the quantity, so it will need to be fairly large. He said the issue with latex paint is if it freezes and it becomes useless, commenting that in bulking, you have to be careful.

Councilor Calvert said then we will be doing this in April. Mr. DeGrande said yes.

Responding to Councilor Calvert, Mr. Degrande said motor oil, antifreeze and paint are fairly constant, noting he has nine years of history.

Councilor Heldmeyer asked about smoke detectors and compact fluorescents.

Mr. DeGrande said the issue with compact fluorescents is that they contain mercury, and are part of the other 20% of truly hazardous household waste. He spoke with the people at Rinchem and the City of Albuquerque, but forgot to ask what they do with the fluorescents, but he can get that information, noting there may be an alternative instate to handle those.

Councilor Calvert suggested that the City might work with local merchants who sell the compact fluorescents to collect the spent ones.

Mr. DeGrande believes this will happen in the future, just as it did in the computer industry.

Mr. Kippenbrock said he is working with the NM Environment Department and EPA to establish a pilot program for the mercury lamps.

9. UPDATE ON RAILYARD PARKING ISSUES. (BILL HON)

This item was postponed to a future meeting.

10. REPORT ON FALSE BURGLAR ALARMS. (BILL TALLMAN)

Bill Tallman presented information from his Memorandum of February 4, 2008, which is in the packet.

Responding to Councilor Calvert, Mr. Tallman said he did further research on this issue and he has reverted to his original recommendation.

Chair Heldmeyer said many of the alarm companies in Santa Fe are small, locally-owned companies, which she understands would be at a disadvantage in providing a verified response.

Mr. Tallman said during the past week, he and Chief Johnson discussed this matter with a company called Armed Response Team. The principal is a retired APD officer and hires only retired police officers, so the quality of his employees is very high. He said the smaller companies could contract with companies such as Armed Response.

Councilor Calvert said if we require this, then people will be coming out of the woodwork to fill this need. Mr. Tallman believes that will be the result.

Councilor Calvert said then he is recommending that the police are no longer the first responders and respond after the first responder verifies there has been a break-in.

Mr. Tallman said yes, but the City still would respond to panic alarms or any manually activated alarms, so the policy would not be not to respond.

Mr. Tallman said the Armed Response Team of Albuquerque proposes that the City engage in a pilot program, and the Police Chief is more inclined to go with this, but he isn't so inclined.

Responding to Councilor Calvert, Chief Johnson said responding to these alarms takes huge amounts of time for the police. He said he would be glad to see one of these firms in Santa Fe, although they aren't here now. He said in Albuquerque there was a lot of resistance initially from the alarm companies which felt it would hurt their business. He said many of the homeowners sign a 3-5 year contract with the alarm companies, but they can choose to contract with Armed Response to do the installation and monitoring. He said this would be an additional fee of \$30 to \$35 per month. He said the Armed Response Team eventually provide its own security systems and does its own monitoring, so when the client can get out of the other contract, this company will take it from there. The average response by Armed Response to an alarm call is about eight minutes, as compared to the City's response time of up to an hour.

Councilor Calvert asked, if the City went to this system, beyond the pilot project, would the "carrot" be that we no longer need to register these people, and the City could stop administering this stuff with alarms and who has them and such.

Chief Johnson said this would be his understanding, and it would become the responsibility of the alarm company to monitor those. However, the City still will have to response to certain alarms – the bank holdup alarm, panic alarm, medical alert alarm and such.

Chair Heldmeyer said the City would need to take the licensing functions of these armed responders who will show up at peoples houses, and that might provide more responsibility and liability.

Chief Johnson said the Alarmed Response Team has worked out an agreement with the New Mexico Law Enforcement Academy, as retired officers, to continue their training hours which helps to lower their liability, noting they are bonded.

Councilor Calvert asked how these are regulated now.

Chief Johnson doesn't know.

Councilor Calvert said he was hoping perhaps there is a State agency which would regulate them.

Chief Johnson said what is nice is that all of these are police officers who have the training to handle a burglary in process, noting he will have another discussion with them.

Chair Heldmeyer said it sounds as if we need a report discussing the pros and cons of this approach, especially the fiscal ones. She said the Committee also needs some idea of what numbers we are dealing with here. She said the Public Safety Committee will meet after the next Finance Committee, and she would like staff to come to the next Finance Committee meeting with the additional information, and it can go to the Public Safety Committee after that for discussion. Many of the members of Public Safety are former law enforcement officers and she would like to hear them on this. She said this is an entire different thing and going in a new direction. She said the increase from \$35 to \$60-\$70 may be not be a problem for some, but for others it is a substantial increase and they may not be able to afford it.

Councilor Calvert said in many places the burglary rates may be concentrated in low income areas, but it isn't true in Santa Fe, and they are equal opportunity in the more affluent areas.

Chief Johnson said during his years in the burglary detail, he can't remember ever solving a burglary because of the activation of a burglar alarm, and believes we are in line with the national average that over 90% of the alarm calls are false alarms.

Councilor Calvert said he isn't reluctant to move in this direction if it frees police resources, but he doesn't want a great public outcry about the increased cost.

Chief Johnson noted there would be a cost for the pilot project

Chair Heldmeyer said then it needs to go out to RFP.

Chief Johnson said the cost of the pilot project estimate is costly, and we would have to identify the source of most of the alarms in town

Chair Heldmeyer said the weather is becoming quite terrible and the roads are becoming treacherous. She asked the Committee to entertain a motion to suspend the balance of the agenda and allow her to work with staff on items which need to move forward, and which will come back to the next meeting.

Responding to Councilor Calvert, Chair Heldmeyer said there are five more items on the agenda.

Councilor Heldmeyer entertained motions on items which could be approved without lengthy discussion.

MOTION: Councilor Calvert moved, seconded by Councilor Dominguez, to postpone items #24, #25 and #26 to the next Finance Committee meeting on February 18, 2008.

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

DISCUSSION

- 22. REQUEST FOR APPROVAL OF PUBLIC HEARING FOR CONSIDERATION OF AMENDMENTS TO ORDINANCE 11-2, PREPARATION AND APPROVAL OF ANNUAL BUDGET; 11-3, CLAIMS OR PAYMENTS IN EXCESS OF APPROVED BUDGET; LIABILITY AND 11-4 BUDGET ADJUSTMENTS. (KATHRYN RAVELING)**

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

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

- 23. REQUEST FOR APPROVAL OF A RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE THE CITY WITH THE PROCEEDS OF A FUTURE TAXABLE OR TAX-EXEMPT BORROWING FOR CERTAIN EXPENDITURES FOR THE TRUST FOR PUBLIC LANDS AND THE FARMERS' MARKET, TO BE UNDERTAKEN BY THE CITY; IDENTIFYING THE CAPITAL EXPENDITURES AND THE FUNDS TO BE USED FOR SUCH PAYMENT; AND PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH. (KATHRYN RAVELING)**

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

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

- 24. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING TABLE 14-7.1-1 AND SECTION 14-7.1(B) SFCC 1987, REGARDING THE CALCULATION OF ALLOWABLE DWELLING UNITS AND MAXIMUM NUMBER OF DWELLING UNITS (COUNCILORS CALVERT AND BUSHEE). (JEANNE PRICE)**

This item was postponed to February 18, 2008.

25. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING TABLE 14-7.1-1 SFCC 1987, SO THAT THE MAXIMUM LOT COVERAGE FOR RM DISTRICTS IS FIFTY PERCENT (50%) IF PRIVATE OPEN SPACE IS PROVIDED (COUNCILORS HELDMEYER AND CALVERT, AND MAYOR COSS). (JEANNE PRICE)

This item was postponed to February 18, 2008.

26. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING THE CITY MANAGER TO EXPAND THE EXISTING PROGRAM PROVIDING FOR EMPLOYEE BACKGROUND CHECKS (COUNCILOR HELDMEYER). (KRISTINE KUEBLI)

This item was postponed to February 18, 2008.

27. OTHER FINANCIAL INFORMATION:

- A. INFORMATION ON PROPERTY TAX AND GROSS RECEIPTS TAX. (KATHRYN RAVELING) (Repeated from Finance Committee meetings of January 3, 2008 and January 17, 2008)

38. MATTERS FROM THE COMMITTEE

There were no matters from the Committee.

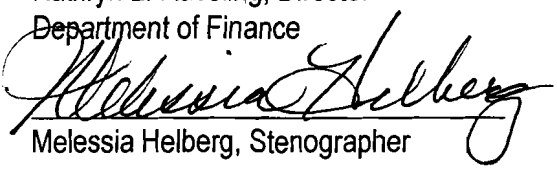
39. ADJOURNMENT

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

Karen Heldmeyer, Chair

Reviewed by:

Kathryn L. Raveling, Director
Department of Finance


Melessia Helberg, Stenographer