



# Agenda

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## STUDY SESSION OF THE GOVERNING BODY

Monday, January 14, 2008

5:00 pm – 9:00 pm

City Councilors' Conference Room

200 Lincoln Avenue

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) APPROVAL OF AGENDA
- 4) STRATEGIC PLANNING REVIEW SESSION
  - a) Departments to be Reviewed:
    - 1) Public Works
    - 2) Public Utilities
    - 3) Fire Department
    - 4) Police Department
    - 5) City Attorney
- 5) ADJOURN

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SANTA FE GOVERNING BODY STUDY SESSION  
January 14, 2008

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**MINUTES  
OF THE STUDY SESSION OF THE  
GOVERNING BODY  
City Councilors Chambers  
Santa Fe, New Mexico  
January 14, 2008**

**1. CALL TO ORDER**

A Study Session of the Governing Body of the City of Santa Fe, New Mexico, was called to order by Mayor David Coss, on January 14, 2008, at approximately 5:00 p.m., in the City Council Chambers, Lincoln Avenue, Santa Fe, New Mexico.

**2. ROLL CALL**

Roll Call indicated the presence of a quorum, as follows:

**Members Present**

Mayor David Coss  
Councilor Christopher Calvert  
Councilor Miguel Chavez  
Councilor Carmichael A. Dominguez  
Councilor Karen Heldmeyer  
Councilor Rebecca Wurzbarger  
Councilor Ronald S. Trujillo

**Members Excused**

Councilor Patti J. Bushee  
Councilor Matthew E. Ortiz

**Others Present**

Galen Buller, City Manager  
Melessia Helberg, City Stenographer

**3. APPROVAL OF AGENDA**

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

VOTE: The motion was approved unanimously on a voice vote

#### 4. STRATEGIC PLANNING REVIEW SESSION

Ms. Raveling distributed a packet of information for this evening's discussion, which is incorporated herewith to these minutes as Exhibit "1."

A copy of "City of Santa Fe, City Council Strategic Planning Initiatives and Basic Services Support, FY 06/07," is incorporated herewith to these minutes by reference. Copies can be obtained from the City Manager.

Mayor Coss gave a brief overview of the process this evening, saying he sees this as step two of the strategic planning which we began last year, noting the mission and priorities are listed in the information posted on the wall. He thanked Councilors for attending this evening.

Mr. Buller said there are several ways in which we need to approach the strategic plan, one of which is the "30,000 ft" overview, the big picture of the priorities. He said the initiatives aren't prioritized, and one of the ways to look at priorities is to look at the specific project to see if we can get to the same place. He said we need to do that, because this is the kickoff on the budget. He said there were individual meetings with most of the Councilors, which indicated we needed another meeting prior to starting the budget to look at what kinds of projects each department is thinking of doing over the 1 to 1½ years, and whether those are the projects this Council wants to support, given the mission. He said we are filling in the gaps prior to kicking off the full budget process.

Mr. Buller said we need to bring the "big picture" to the departments to see which direction we want to proceed, in terms of projects, as well as where we don't want to proceed. He said before we get into the specifics of doing a budget, staff needs general guidance from this group with regard to the direction you want to go. He isn't asking anyone to make a statement. He said staff is here to answer questions, give clarification and to explain, if necessary, the reason things are listed, and to have a dialogue with the departments and divisions. He said the second round with departments and divisions will be on January 29, 2008. On February 5, 2008, he will come back with recommendations, and hopefully the Council will be comfortable with those, because you will have heard what the department division directors are saying about the projects they would like to see, and what they believe are coming from the ten initiatives.

Mr. Buller said the Governing Body has suggestions which the departments/divisions need to hear, and this is the place for this to happen. He said this evening's session is a kickoff to the whole budget process.

Responding to Councilor Heldmeyer, Mr. Buller reiterated said he isn't looking for you to say that "I want this project and I don't want this project," but he is looking for guidance as to how to get the highest priority projects into the budget.

Carl Moore said he thinks a reasonable way to proceed would be to allow units of time, with ten minutes for each division, and double time for the Fire and Police. He said the Governing Body should ask any questions or clarifications, and to say if there is anything listed which you believe should not be the

business of the City, or to add anything which you feel should be added. He said it may not be possible to get to all the questions this evening.

Mr. Moore said there are four schedules for each division/department: the mission statement; accomplishments over the past year; projections for the next 1 ½ years; and Schedule C which is individual tasks and project schedules. He said for budget purposes, Schedule C is the most critical of the four.

Mr. Moore said the session will begin with the City Attorney, which is out of order, because the City Attorney has to leave and has asked to be heard first.

**a) DEPARTMENTS TO BE REVIEWED:**

**5) CITY ATTORNEY**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- The City Attorney's office is not doing the contract on Chapter 14, that is being done by Land Use Division, and the contractor has been chosen and they are ironing out the next steps. The funds are in the budget for this.
- Item #4 isn't seen to support Sustainable Development in a green city, but as a customer service function and ongoing support for current services. Items #6 and #10 are better fits for customer services.
- The City Attorney said Schedule C(7), findings of fact, are almost complete.
- Ms. Lovely will be training all of the committees in findings of fact which should happen in the current budget cycle and before the next budget cycle begins.
- Both items C(1) and C(7) should be done. The attorney's office is a support office for everyone else, but there are specific things where other departments will be doing work, but will need a lot of assistance from Legal, in particular HR, and this should be included somewhere.
- The entire Chapter 14 will be done, but it can't be done all at the same time.
- The contractor worked most directly on the appeals portion with Anne Lovely to develop that. There would then be meeting with the Land Use people.
- There is a feeling that Mr. Katz should be making all of the decisions with regard to the rewrite of Chapter 14.

- Expand annexation to include other components such as sustainability, being more green and energy efficiency, and doing better with land use planning and resource management. There is overlap, and Mr. Katz asked if you want us working on global annexation.
- When is the City Attorney going to start prosecuting graffiti violators? Mr. Katz said as soon as they are arrested.
- Try not to have Executive Sessions at every Council Meeting, and experiment as to how to do that. It interferes with the public confidence.

## 1) PUBLIC WORKS

### AIRPORT

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- Incorporate language in #7 into the mission statement regarding the history and significance of the culture of the City.
- In the mission statement, economic development is one of the major thrusts of the Airport.
- How will the City disclose the location of the Airport for all home purchases, which seems to be a function of real estate. Mr. Romero doesn't know, but will work with the Chamber of Commerce in this regard.
- Since this is an enterprise fund, the assumption is that the Airport will generate revenue sufficient to pay for increased salaries and personnel. Staff said this is correct, and there is discussion about a passenger facility charge to help with the cost of capital improvements at the Airport.
- Staff needs to do a better job in public outreach/advertising the City to people coming into the airport, perhaps a "welcome to Santa Fe sign," or information kiosks. This is an intergovernmental issue.
- Deal with the issues of security, perhaps through training, such as customer service satisfaction which wouldn't violate safety. Consider lockers within security to store items so people can go back to the restaurant or restrooms after going through security.
- Consider installing places to plug in appliances to charge cell phone and use laptops, not costly but does take space.
- With regard to a 24-hour airport and the benefit to the public, find data or benchmarks for those components.

- Need to consider that people are coming to Santa Fe for tourism as well as to conduct business.
- Robert Romero said with the revenue related to the new enplanements there should be ample funds to cover expenses, including the Fire Department.

## **ENGINEERING DIVISION**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- Look at what makes sense to do in-house and out source. Examine the relationships between contractors and people who oversee them, because there is a tendency to use the same ones over and over. At times, the personal relationship between staff and contractor seems to take precedence over what the public is asking for. This is a training issue, but also an issue of everyone being clear of the relationship between overseeing a contract and not overseeing a contract.
- There are City-wide policies for crosswalks, pedestrian and bicycle safety. Does this include beginning the study authorized by the Council to look at barriers on sidewalks and which ones have barriers? Staff said this currently is being done by Joe Lujan, ADA. Transportation Advisory Committee is looking at that issue specifically with regard to bus stops. Staff understood Joe Lujan would oversee that work, and hire and oversee the intern. This is an interdepartmental issue.
- Expand traffic calming to include traffic issues. No funds for traffic calming in new CIP budget, so how can this be done. Staff said the balance in Traffic Calming is \$500,000 for all the remaining projects, and there are sufficient traffic calming funds for the next two years to do everything which is in the works, including those which haven't been evaluated and approved, and to address those which might come forward with a positive recommendation.
- Traffic calming devices should be more than traffic humps, and questioned whether adequate funds available to do projects which aren't yet evaluated. Staff reiterated there are sufficient funds, and that the traffic calming devices installed primarily are driven by the neighborhoods with regard to what they would like in their neighborhood.
- The salaries for traffic calming personnel come out of CIP in some form, but not out of the project budget.
- About \$500,000 to \$600,000 has been spent annually on traffic calming. Staff pointed out that the majority of the needed traffic calming has been done, so there has been a decrease in new requests.

- Expand language in Schedule B that the Southside Library enhances the quality of life and the immediate neighborhood, noting people are walking to that library.
- There is a need to focus on mitigating the effect of the Siberian Elm which is causing the loss of curb, gutters and box culverts. Is it possible to do an inventory of what has to be replaced because of this? Is this a part of the infrastructure plan? Staff said the replacement of curb and gutter is done by Streets. The sidewalks are the responsibility of the owners to maintain. Parks deals with trees growing in City right of way. Staff will work on a maintenance program to deal with this. Interdepartmental issue which needs a team effort.
- Staff should look at the schematics of emergency corridors where there is space to place speed humps which will allow emergency vehicles access. Staff is looking at this, but there is a need to be careful with the varying wheel tracking of emergency vehicles, so there is more gap than hump, but don't want to encourage motorists to into the opposite lane and into the oncoming traffic.
- Continue to work on coordination between Public Works and Land Use on projects, because it is not always clear who is in charge. Coordination is key. Work on timely processing of applications. Staff reviews and provides comment on any project which will be publicly owned. Since Jack Hiatt has been in charge, they are listening more to the Public Works engineers, and they are able to make the final decision.
- Expand the function of the Green Team to do coordination between Land Use and Public Works as well as between the other departments.
- Are "community facilities" only those which are owned by the City. Staff said the Community Facility Section in Engineering is responsible for hiring the architect and building all City facilities, so this means community facilities developed for the City.
- Does "community facility" include organizations which are using City CIP funds, such as Warehouse 21 and such? Staff said this is included as well.
- Were the proposed projects identified through the strategic planning process, or through resolutions? Mr. Romero said it depends on the project. For example, the Urban Trail started with funds from OTAB. Staff is responsible for developing the project, and how a project is funded depends on the project. Some arise from being in the master plan.
- Are some of the technology functions better dealt with by other departments in the City?
- The approximate costs for the personnel who do Traffic Calming are \$300,000 to \$400,000, and the question is whether it is cost effective to spend \$300,000 to \$400,000, to get \$300,000 to \$400,000 worth of activity. A consensus that Councilors want to see this kind of analysis done during the budget process for all projects.



- Look at working across divisions to save funds and promote local businesses. Staff said no local contracts bid on the contract for on-call concrete, so it was issued with a lower bonding requirement. Staff spoke with contractors who said they didn't want to do City work, but thinks this may be changing.
- Are we going to identify the operation and maintenance for various City facilities in the future for new facilities? Mr. Romero said it is the department's job to determine how to operate the facility, and it is the job of Public Works to build the facility. This is an interdepartmental issue.
- With regard to building structures for the nonprofits, the MOU for operation and maintenance should be negotiated prior to the completion of the structure.
- Did the City adopt something which requires out-of-town contractors to produce their GRT reports to show they are paying GRTs for work done in Santa Fe, if so it should be enforced. If not, something should be adopted.
- There are local contractors who should never again be awarded a contract to do work for the City, and the City should take steps to ensure this doesn't happen again.

## **PARKING**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- The mission statement also needs to address parking alternatives, mention the shuttle concept up front.
- Should the Parking Division be limited to the BCD and ACRAAC Districts, and whether someone in the City should be assigned to other parking problems elsewhere such as ADA, and resident only parking which is impacted by development.
- Is one of the future projects to decriminalize tickets? Staff said it is the long-term goal to bring it out of the court system and into the administrative process. The start up costs to do that are very high because have to hire arbitrators and attorneys to listen to the arbitration, and it isn't listed because it will take quite a bit more work.
- How will the Baca Street portion of the Railyard will fold into Division. The parking there currently is off street parking which is being used by surrounding businesses, and unsure if can meet the demand when Railyard built out.
- Staff said an electronic parking system will be installed on Baca Street, and staff is working on different scenarios and ideas to regulate that parking to bring forward to the Council. There will be insufficient parking for Baca Street.

- Has thought been given to renting the PNM contaminated land for future long term parking? Staff will look into that.
- Would like a discussion of the relationship of parking and the connectivity between trails.
- Analyze how we use the parking we have, who gets to use it and who doesn't and project accomplishments using this as a framework.
- Look at the possibility of stacked parking in parking garages.
- Improve the downtown circulator to get all of the alternative modes of transportation. Staff said one reason for reducing rates for motorcycle parking downtown is to encourage people to bring smaller vehicles or alternative modes downtown, including bicycles.
- Staff has looked at doing a test area on the electronic meters at the Railyard once it comes on line, to see how it works, and then integrate it throughout downtown, particularly the Plaza area.
- Staff said the Gem is working well and is reliable even in very cold weather. The City will be buying two more, one paid by the State and one paid by the City, money has to be expended by April.
- Consider doing outreach with other employers downtown about using the park and shuttle.  
  
Staff said it transports about 150 non-City employees from the Ft. Marcy parking area to the City Hall, which includes Department of Education, Post Office, downtown gallery workers. There has been a decrease in parking tickets downtown.  
  
Staff is looking at adding three shuttle buses to the system which are airport type shuttles. Just signed a contract to move forward with Michael Trujillo Valet Service to shuttle patrons anywhere downtown and back.
- Advertise this possibility to the public. Staff said currently there is signage for people to pick people up at the parking garage, take them to their destination and bring them back. This also was advertised in the newspaper.
- Work on coordination with the Rail Runner and City Transit – a seamless, user-friendly, surface & rail transportation system which interfaces with our system.
- The State has totally inadequate ideas about the parking needs at the various points and is assuming the City will be providing any needed parking.

## PARKS, TRAILS & WATERSHED

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- How were the figures calculated for #1. Staff looked at national standards for developed parks, then talked to parks supervisors and asked what it takes to do an adequate job, which is an additional 19.2 FTEs.
- How much of the proposed is for new projects. Staff said much of the proposal isn't for new projects, but is for ongoing need.
- What is needed to reduce the incidence of graffiti? Staff said it is able to keep up with graffiti removal with the existing staff, but fall behind in the winter because have to use chemicals instead of the power wash, and some require power wash which can't be used in the winter.
- What is being done with regard to prosecution and apprehension of graffiti artists? Staff said some coordination between Parks and Police, but mostly information flow, but no criminal prosecution. There is a need for additional staff in this area.
- The police have difficulty in identifying offenders, and a few cases where there was identification were referred to the Attorney's Office. This and other street crimes will be a focus as the Police Department fills its vacancies.
- Has staff examined the use of surveillance cameras to apprehend graffiti offenders? Staff is looking at a system of cameras with motion and sound sensors which are activated by the sound of a spray can, and data has been requested by the Graffiti Task Force. The system is expensive, but needs to be weighed with the cost of additional personnel. Cameras have been placed in the public library in Tierra Contenta. Need to use this new technology to help with enforcement.

The program in Albuquerque is more efficient and cost effective, because the motion sensor activates cameras and calls a pager so there is a quicker response than if it had to go through a dispatch center. Staff will get more information on this program from Albuquerque.

- Item #11 has been done and should be moved to the other column.
- The mission statement should talk about trails in the "same breath" as parks, and have equal emphasis.
- What is the status of Santa Fe becoming a "Tree City USA." Staff said, as part of becoming a "Tree City USA," it is necessary to have an inventory of all trees in the town by species, and to monitor the trees each year for condition. This program is being started

this year. The second component is removing dangerous trees and replacing those, as well as planting areas identified as needing shade.

- Are the staff and budget in place for the operation and maintenance of the Railyard Park which will be complete in the near future? Staff said the existing budget and staff is all that exists currently, but staff will continue to request funding.
- Encourage pushing for a tree objective which goes beyond tree replacement with a goal to plant more trees, and establish a more proactive tree planting program to meet the green initiative.
- There is a problem with regard to the care and maintenance of the City parks in that we start/stop, and then it doesn't get done, particularly at Ft. Marcy. Would like something in the plan which establishes a timeline so Councilors can communicate that to the public.
- The "start/stop" problem in parks is because crews are taken to work on special events, therefore supports a separate, special events crew. Staff needs to think how to balance seasonal employees with full time and part time works, which is needed.
- The training and career paths which have been established in the Parks Department are something which is going quite well.
- Complete work on an MOU with Keep Santa Fe Beautiful to identify and clarify what that organization does, and how that position can be used.
- Litter & Weed complaints sometimes go to Land Use Enforcement, there is confusion about who gets the complaint and things don't get done.
- Work with nonprofits which share similar interests to bring money into the City. Staff said Ms. Raveling has set up a line item to receive funds.
- Work on the issue of expanded recycling for City events, other governmental buildings and other such buildings. This is a split responsibility and there needs to be a coordinated effort.
- The specific connection needs to be made with Planning & Land Use and Permitting, that no final Certificate of Occupancy will be issued until the issue of weeds is addressed.
- The parks have never looked better. The employees need to be more careful in grooming the fields for baseball play to prevent damage to the fields.
- Look at other places where artificial turf could be placed in the infields.

- Consider a program to artistically carve the dead trees in parks in District 4, and keep those in place unless the condition of the dead tree becomes dangerous. Coordinate with the Arts Commission. Attractive way to decorate parks.
- Establish a continuous watering schedule for trees in the traffic circles so the trees don't die. Staff is trying to ensure that there is an irrigation system where there is traffic calming. Where this isn't economically or physically possible look at planting trees which use less water, or placing a sculpture or other art instead.
- There is a problem with temporary employees who have no respect for the vehicles.
- Many trucks need to be replaced because they are "pieces of junk." Staff said trucks are parked which need to be replaced, and those are in the capital replacement request. Most of those can't be repaired and have more than 200,000 miles
- Need to deal with some parks workers, street sweepers operating equipment while talking on cell phones, perhaps purchase head sets for them. Calls from constituents complaining about this.
- Establish performance measures for services provided on trails with regard to dog bags and such.
- Many cities saved money by putting GPS on their city vehicles to determine where they are and who is doing what with them.
- As a part of the green initiative, fit the size and type of vehicle to the job/task. City Manager said this is part of the new energy policy.

## **STORMWATER MANAGEMENT**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- Do we really need a threefold increase in the assessment to do what is needed to comply with this unfunded mandate? Staff said the charges are in line with what other cities are doing. These funds will help to get the programs in place for clean water. Staff was hoping to be able to add a crew to work on the streets to be proactive and keep the stormwater clean, because the existing staffing level causes the City to fall behind in this regard.
- What would be the return in amending the ordinance to base the fee on impervious surfaces for commercial? Staff is working on this, but it is hoped all of the money from the fee can be used to make improvements and improve stormwater quality, rather than using the funds to hire people to measure impervious services. Need to ensure that it is easy to administer, or it is not worth the effort.

- Is C(1) for new development or would it include existing development, noting the two largest parking lots are at the mall which are located adjacent to the Arroyo Chamiso and the Santa Fe River. Staff said it would apply to all.
- Regarding Items B (3) & (5), has the pilot project been evaluated and are there cost estimates and options available for porous pavement, and what is the cost differential. Staff said in addition to the fee, it would suggest offering the option to treat the water.
- Would like to see some kind of incentive program, for example, to rip out a parking lot at one of the malls and start over. Staff could do a simple calculation based on GIS, and offer an opportunity to do something as an incentive. Any initiative regarding alternative paving would come in the appropriate form, through the appropriate channels, and hope to get a sponsor.
- One of the Council Budget sessions should include looking at all of the revenue enhancements, reject those which don't make sense and see if there are any remaining. Staff was attempting to pick the low hanging fruit as to how to help the streets.
- The total revenue from low hanging fruit hasn't been calculated, but it wasn't a lot of money.
- Commercial pays the stormwater fee based on the size of the water meter.

### **STREETS AND DRAINAGE**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- Issue of stormwater near the Auto Park. Staff believes this may be State responsibility, but will investigate.
- There will be more pressure to sweep the streets more frequently, partially from the stormwater runoff and from the bicyclists who say the residue ends up in the bicycle lane. Staff said the stormwater fee could be used to add staff to sweep the streets more frequently and add equipment.
- Look at the roads to assess paving needs and prioritize and develop a regular program. A small fix is more beneficial than waiting until the paving is completely gone. Staff agreed, saying Airport Road could benefit from a small fix because at this time it isn't fatigued, and would extend the life of the street.
- Look at the different ways of paving which have a longer life span. There is a City policy about going ahead with large expenditures now which will either pay for itself or help break even in the long run.

- Concrete streets do well, but those in the South Capital area have been cut up, and cut up for various repairs, which causes problems.
- Look at new technology for long term maintenance, and experiment on something which reduces, for example, 25% of the heat. Staff suggested using SuperPave, which has worked well in Las Cruces.
- The City staff needs to do better with snow removal. The bigger streets get done, but the others don't. Staff said crews are trying hard, but there is still room for improvement. Equipment has been ordered, but has not yet been received.
- Need better Signage on Guadalupe Street to indicate the true condition of the Street. Staff said this is a construction project, and not a City responsibility. Staff will work with the contractor on signage. The contractor was told to readjust the schedule and do concrete work now and then pave in the next few days.
- Question as to why Cutler was hired. Staff said Cutler has the price agreements, but staff is looking at other products to see what is available. It is too expensive to do when it is bid out, so the price agreement is the best way to go. There is one inspector for each project. To test the PMVP would be too costly.
- After cold milling, repair the soft spots when repaved.
- What are the dollars needed to address paving needs City-wide? Staff said an estimated \$20 plus million is needed to address the paving needs City-wide.
- More water needs to be used during street sweeping to make it work, or it isn't worth the effort and is a detriment which causes health problems and such. Staff is looking at making street operations more efficient on a more timely basis.
- There is an issue on some of the streets, including Agua Fria, where there are creases where the paving was done in phases and the seams are evident. The City should have the recourse to have the contractor to redo paving which isn't done properly.
- The City needs to follow up to ensure that PNM repairs all the damage done to the sidewalks by the contractor who was reinforcing light poles.
- When sweeping streets, both sides of the street need to be swept, or it doesn't do any good, and just moves dirt from one side to the other. Staff is looking at establishing street sweeping priorities such as what is done with the snow removal plan.
- There are issues with some of the old style LED traffic signals which look like they're on at times, but they aren't.

- City signs should be made with anti-graffiti paint. Staff will look into this.

## TRANSIT

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- There needs to be a focus on changing the strategic focus. There needs to be more of a balance in transportation, whether buses, small cars, shared cars.
- #8 initiate ridership assessment studies. If staff is looking at that, consider looking at what people would do for transportation in other schemes. The buses work well in some ways, and not in other ways.
- Local transit service will be planned and coordinated with regard to the Rail Runner, but some people will drive their cars and take the train, and if so, what will the City do to prevent that from impacting the neighborhoods. Coordination of transit is part of this, but it isn't the only thing. This is an interdepartmental issue between Parking, Transit and Land Use.
- The connectivity between neighborhoods can be done in different ways, and still meet the needs of the Rail Runner, and it is a matter of mission and priority as to how to move people around in a better way in Santa Fe.
- The whole issue of senior transit is missing, which is an interdepartmental issue. The reality is that the City has 2-3 parallel transportation systems, and does the want more interconnectivity. This system has problems, but if those were resolved, it could overcome some of the political problems. Staff continues to discuss this and now that the paratransit system is in place and working, can translate that success into other systems.
- Consideration of an alternative to have six cars as opposed to one bus which aren't full. Staff said more service can be provided, and it has to come at a price tag.
- Improve the pedestrian network, ban driving on some streets and see what happens.
- Why are the City buses so large? Look at the cost of running a full size bus and the cost to run a ½ size bus. Staff is looking at purchasing smaller buses, but those aren't less expensive in the long run, and the life cycle is less than that of a large bus.
- Look at other costs, including green issues, in evaluating buses. Staff said the buses run on CNG except for the leased buses which run on diesel. It was never intended to lease buses and only to purchase.



### 3) FIRE DEPARTMENT

A copy of "2005-2007 SFFD Fire Data," distributed by Deputy Chief Bolleter is incorporated herewith to these minutes as Exhibit "2." Deputy Chief Bolleter reviewed the information in Exhibit "2."

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- The Council likely will pass some form of a short term rental bill at the next meeting, and a key aspect will be the necessary inspections for a permit. Has the Fire Department given thought to this in its planning? Staff said there are four full-time inspectors doing nothing but inspections, public education and investigations. The Fire Marshall is doing all building reviews. There is sufficient staff to do the inspections.
- Staff is in the process of bringing the adoption of the 2006 Building Code to the Council, along with a proposal to amend the Fire Inspection Fees to pick up things which have been slipping through the cracks.
- What is the reason for the increase for medical? Staff responded there is no one factor which can be attributed to the increase in medical calls other than the cost of health insurance, and that people with no health insurance call the ambulance so they can get into the emergency room more quickly to get health care.
- What is the reason for the increase in fire calls, and what can be done to keep those from increasing. Staff said the actual building fires remain flat, but the increase in fire calls are due to alarm checks and false alarms – carbon monoxide monitors and such. Anything which is not a medical call is classified as a fire call.
- What is the cost to respond to the homeless in the community, if this information is available? Staff said it can be done once the electronic patient care reporting system is in place. Anybody who sees somebody sleeping will call the Fire Department and the Department has to respond. Staff is looking to add a "V" when the response is for a vagrant so it can be tracked. This uses a considerable amount of Department resources.
- What are the hopes for collecting ambulance fees by the new contractor? Staff said the previous contractor was collecting 50-51%. The new component is the Electronic Patient Care Reporting Packets, so the computers in the unit will do the patient record on the unit, and when the record is closed, it automatically will go to the billing company, so there is more timely billing, and relieving staff from manual input.
- Work to delete manual inputting and implement electronic inputting for all Departments where this kind of thing is done.

- Redfish did modeling with regard to what would happen in certain areas in the event of fire, but exit strategies never were developed for these high risk neighborhoods. Is there an attempt to do this. Staff said the Redfish project was done through the Wildfire Grant, and there was a change of administration in both the P.D. and Fire.
- Can some portion of the RECC funds be used to do something in fire safety, especially for the high risk neighborhoods. Staff said yes, but there is still an Urban Wildlife Specialist on board, and he can use some of those funds for that purpose. Suggested Police/Fire sit together to look at the Wildfire Operations Plan and incorporate it into that plan and get information to the public.
- Utilize the funds to move to the next step to develop strategies for high risk areas. The City has the capability to use the reverse 911 systems to warn residents, and this needs to be incorporated. The Urban Wildlife Specialist currently is rewriting the Wildfire Operations Plan for the upcoming Spring season.
- There is an inhalant to bring people out of a drug overdose, and the Fire and Police Departments should have access to that. Staff said this generally isn't a big issue in Santa Fe.
- With regard to the Richards Avenue fire access, there are issues with the fencing, and staff promised Game & Fish they wouldn't start using it until all of the gates are installed, and there is still one missing gate.

## 2) PUBLIC UTILITIES

### WATER DIVISION

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- A large portion of #1 is being handled by the City Attorney, who has now contracted a with a legal subconsultant group which includes former Assistant City Attorney Kyle Harwood, and the City has hired Marcus Martinez. Staff said the legal issues are only a small portion of this project, the bigger portion is executing a design build contract so ground can be broken on the BDD.
- At what point will staff be looking at rates in relation to the Buckman Direct Diversion and the other needs of the City vis a vis water. Staff said this is covered under #10, update financial plan, which is not in order of priority. Staff said there is a contract with a firm with a 90-day turnaround to look at the current rate structure, revenues and costs, and once the BDD design bid is negotiated there will be funds to find out when we need revenues to be coming in. Ms. Raveling said it has always been the plan to fund the BDD from the water rates.

- Will there be an increase in rates to fund the BDD. The City Manager said the old plan suggested a 4% increase would be needed, but those numbers need to be updated. When the bonds are issued, the City must indicate how those bonds will be repaid.
- Does C(2) include the discussion on Annual Water Budget, and if we are going to do it, it should be useful information. The City Manager said the discussion should be broader than just WBAO.

## **SOLID WASTE**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- Staff said there will be no advertising on the weekly recycling until the end of the month.
- It is hoped that C(2) and (3) will be seamless in view of the staff turnover at BRT.
- Is there a time frame on C(2) on the evaluation and analysis? Staff would like this completed by the end of the month, but it could be as late as the second week of February 2008.
- How many additional staff persons are needed in Solid Waste. Staff said, due to the automation, the staff has been reduced, and the remaining term positions are in question, but he would like to have 59 full time employees and no part time employees to be able to do the work required of the Division.
- All of the proposed initiatives are interconnected. There is interest in increased commercial recycling. The pay as you throw program is dependent on going to automation, and that people will recycle to reduce size of the bin. A green waste program probably is very crucial to a lot of things. Mr. DeGrande said these things are intertwined, and we could "cherry pick," and do 1-2, but it is not efficient to do it that way, and he would rather integrate these programs from the outset.
- What is the status of the refurbishing of the trash bins, and will the Division be ordering more bins? Staff said they are ready to do the third round of painting and sorting through. They will be ordering more bins, because there is an excess of 3 and 6 yarders and a shortage of 4 and 8 yarders.
- How does someone get a special pickup scheduled? Staff said the public has to give a 24-hour notice and a truck will be sent out.
- With regard to the dumpster at Roybal, staff said that currently is in litigation.

- Staff said it is cheaper timewise in pay to employees to handle the recycling containers less ruggedly.
- Is employee training ongoing in this Division? Staff said there is, and he is working a curriculum for supervisory/management staff and to tie that to changes in employee structure, so as to provide levels to be achieved based on certain training.

## **WASTEWATER**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- There is no plan for implementation of composting and meeting EPA requirements, although design and construction are included. Staff said the construction is done, and next week there will be training on equipment, then chips from the landfill, and after that they will begin. The rate increase to pay for that has been approved.
- Are there adequate funds to ensure facility upgrades. Staff said the Council just approved a \$10 million bond, and Wastewater has saved \$17 million on its own, which is \$27 million. \$12 million was just spent on the composting, and another \$12 million will be spent on two clarifiers, and other miscellaneous items.
- The Tierra Contenta effluent line is designed, but there is no source of funds for the construction.
- Does the City want to look at sending effluent lines all over the City or wait to look at return flow credits, or what? Staff said there is a plan for the Tierra Contenta line to be extended further east toward the Fire Station. City Manager said the Long Range Plan needs to be completed and approved by the Council, which will deal with effluent among other issues.
- Consider laying effluent lines on Cerrillos during current construction. Staff is discussing this with Robert Romero to see if there is funding to do that.

## **4) POLICE DEPARTMENT**

The Mayor and Councilors offered the following comments, suggestions and/or questions:

- What is the next step for the Police Department in terms of recruitment? There currently are 10 vacancies, 2 will be hired tomorrow and 6 are in the background stage.
- What are the additional strategies for recruitment? Staff said once all vacancies are filled, there will be a request for additional staff to keep recruiting in the next budget cycle. Staff is working on commercials, placing more information on the internet, more advertising.

The reality of the war and its impact is huge and former military people are no longer available, but eventually are expected to come back into the market. Also advertising in various trade magazines around the country.

- Status of vehicle purchase? Staff last purchased 39 unmarked vehicles which are completely outfitted. Two will be on display tomorrow during Coffee with the Mayor.
- Continue to explore the possibility of red light cameras to assist the Department. Staff said it is necessary to wait and see what happens in Albuquerque, so we can avoid those pitfalls.
- Work on the implementation of the DWI ordinance. This is still a huge issue. Chief said to make this program work, additional staff will be needed, contrary to what the City Attorney said.
- What is happening with the Police impound lot? Staff is still working on that, and currently automobiles go to private impound lot. An impound lot would fill quickly, so should look more to booting, where the vehicle would be transferred to the person's residence after booting. Looking to contract with Sanctions & Solutions because they would take care of everything. Evaluate after a year and look at transition of all operations to the Police Department. If the Department runs its own program it gets all proceeds.
- Concern about the number of police officers which are eligible for retirement, and if there has been an analysis of that loss of experience. Chief said there will be ten officers at the next academy, and we will have a very young department, which will mean the need for more management training as well as other kinds of programs.
- Consider alternative programs, such as deputizing citizens. Chief spoke with risk management about starting up the reserve program again. This is a volunteer group which will be required to go through a training program. The reserves could relieve officers of routine matters such as high school sporting events, but cannot enforce felony crimes. He is concerned about the potential liability to the City for the Citizens on Patrol program.
- Look at the possibility of changing police philosophy to become paramilitary in nature. Chief said he is talking with staff about moving in that direction, where discipline is more tough, the professionalism is different. He has started to address issues such as mandating all officers wear the same uniform, except tactical or bicycle officers.
- What programs are in place to build positive community perception about the Police Department? Chief said this goes back to a paramilitary structure with better disciplined officers, and hopes a full staff will help to address this problem.

- There is a perception that the Police Department has difficulty in solving crime, or is indifferent to solving some crimes. What can be done? Chief said a full staff should help a great deal to relief the pressure on the officer to rush through to get back on the street. He does not believe there is a lack of interest in solving crime, and believes the Department image has improved, although the response time is still too long. He will educate supervisors to keep a closer eye on these kinds of things. He is revamping the field officer training programs which should help, and the advertising is designed to recruit younger and more enthusiastic officers into the Department.

Staff said the Department needs to educate the public with regard to what is a solvable crime. He is looking at designing the website where people could report certain crimes electronically without the need for an officer to go on site, such as reports of lost cell phones or stolen bicycles which currently take a lot of personnel time. The officer can be honest about the solvability, without being blunt or appearing to be disinterested. Chief said a large number of crimes are being solved.

- Concern was expressed that the Department should be careful not to clue the wrong element on what kinds of crimes to commit because they generally aren't solvable.
- What is the impact of responding to false alarms for the Department? Chief said Bill Tallman did a study, and 8-9% of the police department time is going to this issue. In Albuquerque, retired officers are contracting with the alarm companies to do first response.
- The Department should look at which positions in the Police Department need to be sworn officers and which positions can be filled with civilian personnel, as a way to free up the commissioned officers. Chief Johnson spoke about Albuquerque's efforts in this regard which resulted in a totally negative response.
- The retention of experienced police officers will become even more key to keep the force at a certain level. Work on Items #2, #3 and #5 is key to success.
- The computers in police units are important, and what is the status. Chief said the funds have been awarded to the City by the State, and will be forthcoming, but we don't know when those will be received.
- The Department needs to bring issues, such as alarm calls, to the attention of the Governing Body so steps can be taken to address those.

## 5. **ADJOURN**

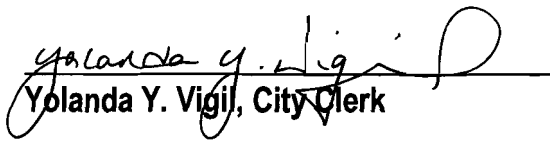
The Study Session was adjourned at 9:23 p.m.

Approved by:

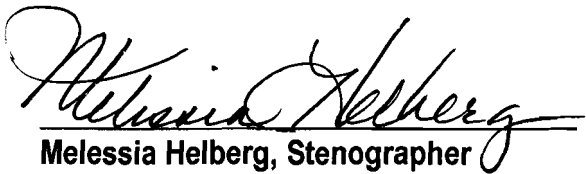


Mayor David Coss

ATTESTED TO:

  
Yolanda Y. Vigil, City Clerk

Respectfully submitted:

  
Melessia Helberg, Stenographer