



Agenda

CITY CLERK'S OFFICE

DATE 1-25-08 TIME 2:20

SERVED BY _____

RECEIVED BY _____

STUDY SESSION OF THE GOVERNING BODY

Tuesday, January 29, 2008

5:00 pm – 9:00 pm

City Council Chambers, City Hall

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) APPROVAL OF AGENDA
- 4) STRATEGIC PLANNING REVIEW SESSION
 - a) Departments to be Reviewed:
 - 1) City Clerk
 - 2) Human Resources
 - 3) City Manager – Constituent Services
 - 4) Convention and Visitors Bureau
 - 5) Administrative Services (ITT / Risk / Building & Fleet Maintenance)
 - 6) Housing and Community Development
 - 7) Community Services
 - 8) Land Use
 - 9) Finance
- 5) ADJOURN

INDEX
SANTA FE GOVERNING BODY STUDY SESSION
January 29, 2008

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE #</u>
ROLL CALL	No program	1
APPROVAL OF AGENDA	No action	1
STRATEGIC PLANNING REVIEW SESSION	Discussion	2-4
CITY CLERK		4
HUMAN RESOURCES		4
CONVENTION & VISITORS BUREAU		4
ADMINISTRATIVE SERVICES		4
HOUSING AND COMMUNITY DEVELOPMENT		4
ADJOURN		4

4. STRATEGIC PLANNING REVIEW SESSION

In the absence of a quorum, the meeting was called to order for informational purposes.

Ms. Canon said all of the Councilors have all of the materials as of Friday, and this was an opportunity to be able to ask questions and ask for clarifications.

Mayor Coss said he doesn't see anything which is controversial or especially difficult.

Councilor Heldmeyer said in the other part of strategic planning, the Councilors as a group had a great deal of questions about Human Resources, and what was going to change and such. She presumes the Councilors will want to ask Mr. Toler a lot of questions as well about the operation of the new Convention Center which will be opening fairly soon.

Ms. Kuebli said the Council approved \$75,000 to do a class and compensation study. She has received proposals from eight entities, and they will be assessing those proposals. She said they don't do a one-time inoculation, get it straightened out, and then do matrices, salary tables and such, and then leave it on the shelf. She would like to have an FTE dedicated to working at least ½ of their time on classification and compensation, and if the Council is interested, ½ of their time working on a performance management system. She said long after she is gone, it is important to have someone on board performing these duties.

Councilor Wurzbarger said she is very supportive of this.

Ms. Raveling said this was included in the \$1.8 million request, which is going back to the Finance Committee at the second meeting in February.

Councilor Wurzbarger said she really wants Ms. Kuebli to do this. She said things have happened over time, so there are people who appear not to be doing very much who are being paid 2-3 times more than people who are on the job and doing a lot of work. She would like to see these inequities removed, but she doesn't see any way to do this right now.

Ms. Kuebli said there are 467 job classifications which are far too many. She said instead of creating new jobs every time there is a special project, we need to be thinking about where it falls within the existing salary matrix.

Councilor Wurzbarger said this is the reason people "jump" from one division to another. She said there are divisions where people don't want to work because they can do the same job in another division and make more money.

Mayor Coss said employees in an enterprise fund with a state classification system, such as for water and wastewater operators, go a lot further than if they are in a general fund with no State classification program.

Mr. Toler said one of the questions is where our power comes from.

Mr. Toler said he will provide copies of the Marketing Plan to all of the Councilors.

The Mayor and Councilors in attendance discussed how to proceed on February 7, 2008. It was the consensus among those in attendance to try to stay on schedule, and to send an email to all of the Councilors to see if they want any of the staff on tonight's agenda to come back for further questions, and to ask those staff to come back to the meeting on February 7, 2008.

Ms. Canon said as long as there will be a minimum 6-7 Councilors attending on February 7, 2008, it would be worth the time and effort.

Councilor Heldmeyer suggested that Thomas Williams should attend, as well as Kristine Kuebli.

Mr. Toler said he won't be in attendance on February 7th because he will be out of town.

a) DEPARTMENTS TO BE REVIEWED:

- 1) CITY CLERK**
- 2) HUMAN RESOURCES**
- 3) CONVENTION AND VISITORS BUREAU**
- 4) ADMINISTRATIVE SERVICES (ITT/RISK/BUILDING & FLEET MAINTENANCE)**
- 5) HOUSING AND COMMUNITY DEVELOPMENT**

5. ADJOURN

The Study Session was adjourned at 5:45 p.m.

Approved by:

Mayor David Coss

ATTESTED TO:

Yolanda Y. Vigil, City Clerk