



Agenda

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**PUBLIC WORKS/CIP & LAND USE
COMMITTEE MEETING
CITY COUNCIL CHAMBERS
MONDAY, APRIL 9, 2012
5:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM MARCH 26, 2012 PUBLIC WORKS COMMITTEE MEETING

INFORMATIONAL AGENDA (45 minutes)

6. PUBLIC WORKS, CIP/LAND USE COMMITTEE OVERVIEW (ISAAC PINO)
7. UPDATE ON CIP BOND ISSUES (ISAAC PINO)
8. DISCUSSION ON BONDING 101 (MEL MORGAN/HELENE HAUSMAN)
9. REVIEW OF COMMITTEE MEETING PROCESS/PROTOCOLS (COUNCILOR WURZBURGER)

CONSENT AGENDA (10 minutes)

10. REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH THE SANTA FE RAILYARD COMMUNITY CORPORATION (SFCC) FOR ENGINEERING DESIGN SERVICES AT THE SANTA FE DEPOT PLATFORM AND A STAGE RENTAL FOR THE RAILYARD PARK PERFORMANCE GREEN AND PLAZA (ROBERT SIQUEIROS)

Committee Review:

Finance (No Recommendation)
Council (Scheduled)

04/02/12
04/11/12

11. REQUEST FOR APPROVAL OF FIRST AMENDMENT OT OPTION AND EASEMENT AGREEMENT BY AND BETWEEN THE CITY OF SANTA FE AND VERIZON WIRELESS LLC, A DELAWARE LIMITED LIABILITY COMPANY, REGARDING LEASED PREMISES AT BUCKMAN BOOSTER STATION NO. 4 OFF CAMINO LA TIERRA BY VERIZON WIRELESS LLC (EDWARD VIGIL)

Committee Review:

Finance (Scheduled)
Council (Scheduled)

04/16/12
04/25/12

12. REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION 2007-58 RELATED TO ARTS AND CRAFTS SHOWS AT CATHEDRAL PARK SO THAT THE SOUTHWEST ASSOCIATION OF INDIAN ARTS (SWAIA) IS AUTHORIZED TO USE CATHEDRAL PARK FOR INDIAN MARKET ACTIVITIES DURING THE WEEKEND IN WHICH INDIAN MARKET OCCURS **(COUNCILOR WURZBURGER) (SEVASTIAN GURULE)**

Committee Review:

Finance (Scheduled)	04/16/12
Council (Scheduled)	04/25/12

13. REQUEST FOR APPROVAL OF A RESOLUTION CALLING FOR THE ESTABLISHMENT OF A CHARTER REVIEW COMMISSION TO REVIEW CHARTER AMENDMENT QUESTIONS FOR SUBMITTAL OF SUCH QUESTIONS TO THE ELECTORATE OF THE CITY OF SANTA FE AT A SPECIAL MUNICIPAL ELECTION **(COUNCILOR WURZBURGER) (GENO ZAMORA)**

Committee Review:

Finance (Scheduled)	04/16/12
Council (Scheduled)	04/25/12

14. REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING THE CONTINUATION OF ECONOMIC DEVELOPMENT ACTIVITIES RELATED TO THE FILM INDUSTRY WITHIN THE CITY OF SANTA FE AND AUTHORIZING THE USE OF CITY-OWNED PROPERTIES, AT NO COST, FOR FILM AND TELEVISION PRODUCTIONS THAT ARE ENROLLED IN THE NEW MEXICO FILM PRODUCTION TAX CREDIT PROGRAM **(COUNCILOR WURZBURGER) (FABIAN TRUJILLO)**

Committee Review:

City Business & Quality of Life (No quorum)	03/13/12
Finance (Postponed)	03/19/12
Finance (Approved)	04/02/12
City Business & Quality of Life (Scheduled)	04/10/12
Council (Scheduled)	04/11/12

15. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO EXPLORE VARIOUS OPTIONS AND FEASIBILITY RELATED TO THE SANTA FE PLAZA AND PLAZA PERIPHERY AREA REGARDING THE FINANCING OF INFRASTRUCTURE AND IMPROVEMENTS; ACQUIRING SECURITY; ADDRESSING DECEPTIVE MARKETING PRACTICES AND BUSINESS LICENSE NON-COMPLIANCE AND SPECIFYING LOCATIONS FOR THE PLACEMENT OF NEWSPAPER BOXES **(COUNCILOR WURZBURGER) (ROBERT ROMERO)**

Committee Review:

Finance (Scheduled)	04/16/12
Council (Scheduled)	04/25/12

16. MATTERS FROM STAFF **(5 minutes)**

17. MATTERS FROM THE COMMITTEE **(5 minutes)**

18. MATTERS FROM THE CHAIR **(5 minutes)**

19. NEXT MEETING: **MONDAY, APRIL 23, 2012**

20. ADJOURN

**SUMMARY INDEX FOR
PUBLIC WORKS/CIP & LAND USE COMMITTEE**
April 9, 2012

ITEM	ACTION	PAGE
1. Call to Order	Convened at 5:00 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as presented	1
4. Approval of Consent Agenda	Approved as amended	2
5. Approval of Minutes March 26, 2012	Approved as presented	2
Discussion Agenda		
14. Film Industry Support	Approved with the amendments	2-3
Informational Agenda		
6. Public Works Committee Overview	Presentation/Discussion	3-6
7. Update on CIP Bond Issues	Presentation/Discussion	6-7
8. Discussion on Bonding 101	Postponed to next meeting	7
9. Review of Meeting Process/Protocols	Presentation/Discussion	7
CONSENT AGENDA LISTING	Listed	7-8
16. Matters from Staff	None	9
17. Matters from the Committee	Discussion	9-10
18. Matters from the Chair	Discussion	10
19. Next Meeting	Set for April 23, 2012	10
20. Adjournment	Adjourned at 6:15 p.m.	10

MINUTES OF THE
CITY OF SANTA FÉ
PUBLIC WORKS/CIP & LAND USE COMMITTEE
MONDAY, APRIL 9, 2012

1. CALL TO ORDER

A regular meeting of the Public Works/CIP & Land Use Committee was called to order on the above date by Chair Rebecca Wurzbarger at approximately 5:00 p.m. in City Council Chambers, City Hall, 200 Lincoln, Santa Fé, New Mexico.

2. ROLL CALL

Roll Call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

Councilor Rebecca Wurzbarger, Chair
Councilor Christopher Calvert [arriving later]
Councilor Peter Ives
Councilor Christopher Rivera
Councilor Ronald S. Trujillo [arriving later]

MEMBERS ABSENT:

STAFF PRESENT:

Mr. Isaac Pino, Public Works Director
Ms. Bobbi Mossman, Public Works Staff

NOTE: All items in the Committee packet for all agenda items were incorporated herewith by reference. The original Committee packet is on file in the Public Works Department.

3. APPROVAL OF AGENDA

Mr. Pino asked to postpone agenda item #8 (Bonding 101) to the next meeting.

Councilor Rivera moved to approve the agenda as amended. Councilor Ives seconded the

motion and it passed by unanimous voice vote. Councilors Calvert and Trujillo were not present for the vote.

4. APPROVAL OF CONSENT AGENDA

Councilor Ives said he would recuse himself for item #10 because of his affiliation with the Trust for Public Land. (It was not taken off the consent agenda.)

Chair Wurzburger asked to discuss #14 because of the amendments from the Finance Committee.

Councilor Rivera asked to be added as a sponsor on #12, #14 and #15.

Councilor Ives moved to approve the Consent Agenda as amended. Councilor Rivera seconded the motion and it passed by unanimous voice vote. Councilors Calvert and Trujillo were not present for the vote.

5. APPROVAL OF MINUTES FROM MARCH 26, 2012 PUBLIC WORKS COMMITTEE MEETING

Councilor Rivera moved to approve the minutes from March 26, 2012 as presented. Councilor Ives seconded the motion and it passed by unanimous voice vote. Councilors Calvert and Trujillo were not present for the vote.

Chair Wurzburger asked for an amendment to the Agenda to consider #14 next.

Councilor Ives moved to amend the agenda to hear #14 next. Councilor Rivera seconded the motion and it passed by unanimous voice vote. Councilors Calvert and Trujillo were not present for the vote.

DISCUSSION AGENDA

14. REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING THE CONTINUATION OF ECONOMIC DEVELOPMENT ACTIVITIES RELATED TO THE FILM INDUSTRY WITHIN THE CITY OF SANTA FÉ AND AUTHORIZING THE USE OF CITY-OWNED PROPERTIES AT NO COST FOR FILM AND TELEVISION PRODUCTIONS THAT ARE ENROLLED IN THE NEW MEXICO FILM PRODUCTION TAX CREDIT PROGRAM (COUNCILOR WURZBURGER) (FABIAN TRUJILLO)

Committee Review

City Business & Quality of Life (No quorum)	03/13/12
Finance (Postponed)	03/19/12
Finance (Approved)	04/02/12

City Business & Quality of Life (Scheduled)	04/10/12
Council (Scheduled)	04/11/12

Ms. Melissa Byers presented this item. During her presentation Councilor Trujillo joined the meeting.

Ms. Byers explained there were three amendments requested by the Film Industry. The first was on page 2 line 15 to insert a whereas clause. The second was on page 3. She also got a call from Jim Montman about a needed change. [The changes were attached as Exhibit 1.]

Councilor Ives had no questions on the amendments but a clarification from the Finance Committee amendments.

Ms. Byers said that was on the handout from Finance on the last page.

Councilor Trujillo understood they were looking at using city-owned properties at no cost. But he noted that the City charges for use of the Plaza and couldn't even get seniors into the Plaza for their arts and crafts fair. Yet here the City was giving that away free to the movies that would produce millions of dollars.

Chair Wurzburger was sensitive to what he was saying and clarified that the emphasis was solely on Santa Fé and Northern New Mexico productions so the City would not be overwhelmed with it and staff could explore it further but it was not a solicitation for the largest films.

Councilor Trujillo explained that he was just asking that for other organizations using the plaza to examine the large amount the City was charging them. He said he would support the request.

Chair Wurzburger agreed it was time to revisit that policy.

Ms. Byers added that for the one on page 3, paragraph B the City only waived the permit fees but the movie company would still have to pay the overtime costs for city staff, police and fire.

Councilor Trujillo understood.

Councilor Rivera moved to approve the request as amended. Councilor Trujillo seconded the motion and it passed by unanimous voice vote. Councilor Calvert was not present for the vote.

INFORMATIONAL AGENDA

6. PUBLIC WORKS, CIP/LAND USE COMMITTEE OVERVIEW (ISAAC PINO)

Mr. Pino shared a handout entitled, *Public Works 101* [attached as Exhibit 1].

He said from 1985-1987 he was Public Works Director. He was very pleased and happy now to do

double duty as Community Services Director too.

He reviewed what was in the handout and covered Resolution 2000-59 that set up the Public Works Committee. Section 2 gave the purpose and that explained what was brought to the Committee for action. This Committee along with Finance served as a clearing house for Council. So the reach expanded for positive reasons.

Two primary concerns were development & implementation of policy and the other was construction and maintenance. It might be the time to go over the policies including how they developed the CIP program. The Committee relied heavily on staff for keeping track of the needs. It was also an opportunity to include capital projects necessary for the City. Typically CIP was done in a 2-year cycle except last time it was a 3-year issuance. Prioritizing those projects was done with this Committee going forward.

Another policy needing review was the fees for use of city parks and facilities. He had been working closely with Councilor Trujillo on it and there were many questions about how and what the City charged and what it actually cost the City to have people use City facilities. The staff were doing an outstanding job of tracking the costs and it was almost impossible to charge what it really cost.

It would take lots of discussion and vetting to have policies everyone would be comfortable with.

Construction and maintenance is the biggest part of Public Works. Everything must go through this Committee including RFPs, results, consultants, bidding, procurement, budgets and scopes and almost all construction management is done in-house.

Each one of these is a piece of how we get from concept to project completion. City staff followed procurement, engineering standards and ordinances. They also followed what the ordinances and manuals said about how to do the projects. Constituents could have their views heard but it was done within the box.

Mr. Pino described the six departments and administration as shown in the handout. He introduced the staff members in charge of each of them.

Parks, Trails and Watershed - Fabian Chávez

Recreation - Martín Luján by Liza Suzanne

Facilities Maintenance - David Pfeifer

Roadway and Trails Engineering - Eric Martínez

Streets and Drainage Maintenance - David Catanach

Traffic Engineering - John Romero

Administration - Bobbi Mossman

Councilor Ives thanked Mr. Pino for providing this overview. He asked about the statement that the city often had to clean up state roadways in the city limits and whether the City had any cooperative agreements with NMDOT or if it just worked out reciprocally.

Mr. Catanach said they had a formal road exchange contract in place but most of the time the DOT's first priority was not in Santa Fé. The way it worked had been in place for a while. He added that City staff was responsible for sweeping and median cleaning and the DOT was responsible for snow removal on state roadways in the City.

Councilor Ives asked if the responsibility for school crossing guards and warning beacons included all school zone hazard lights.

Mr. Romero agreed. They approved an MOU annually with the School Administration wherein the schools paid half of those salaries and the City was responsible for 100% of the facilities such as crosswalks and flashers.

Councilor Ives wanted to explore the relationship with the schools to find better and cheaper services.

Mr. Romero thought that would be good and explained that the MOU was a fairly simple arrangement for how much money each entity contributed. He wanted to find better mitigation of traffic around schools.

Councilor Rivera also thanked Mr. Pino for putting this together. He agreed that staff did a great job.

He asked if in the CIP bond cycle just approved by Council whether all the projects would be completed in the two-year time period.

Mr. Pino said he would cover that in the next agenda item.

Councilor Rivera asked what the current rule was on fees for use of parks.

Mr. Chávez said the fees varied for leagues based on the number of teams involved. A portion of the fee was a charge per player or individual and the other was registration of the team.

Councilor Rivera asked what the sticking point was.

Mr. Chávez said people asked why they had to pay an individual fee in addition to a team fee. There were other cities that did both. Also many private schools asked to use City fields and avoided building their own.

Chair Wurzbarger envisioned going through each division to ask about policies and to ask they needed

to be revisited again.

Councilor Trujillo asked if Mr. Pino could set up something with the new councilors so they would know the history. Mr. Pino agreed.

Councilor Ives asked about the relationship of Parks Division with Recreation and if the fees for recreation were under Parks.

Mr. Pino said they were distinct.

7. UPDATE ON CIP BOND ISSUES (ISAAC PINO)

Chair Wurzburger explained that part of her vision in proceedings was to move toward a showcase for a single division at each meeting and work with Mr. Pino on a format. This was not from a budget perspective but an opportunity to learn what the division's business was. If a department didn't have a 5-year plan then the Commission would want to hear the department staff's perceptions on it and what was needed for resources so staff could do its job.

Mr. Pino referred to the fold-out sheet in Tab 7 that had a list of projects approved at the November 30 Council meeting. He briefly explained the sheet to the Committee and clarified the categories. The items in Category One were monitored year-round so they knew what would be needed in the next bond cycle. It was a constantly changing landscape.

Category 2 had matching funds such as transit and airport projects. That enabled the City to leverage federal funds.

Category 3 was design. Rodeo de Santa Fé has other funds for the disaster center and the City didn't have full control of that design but provided some funds for it.

Chair Wurzburger asked it meant they didn't have to get approval from this Committee with any input.

Mr. Pino clarified that the City would have an arrangement with them on it.

Chair Wurzburger was concerned about that.

Mr. Pino briefly went through some of the projects including the effluent line for the southwest sector for use in irrigation and parks, the ITT City-wide network upgrade and ADA improvements that were included in each cycle. If the City redid a street they were required to include ADA improvements. He listed some of the other CIP projects in the bond.

He invited councilors to call him about any questions or concerns on them.

Chair Wurzburger wanted to see Public Works Committee getting involved more early on with RFPs and bidding. She also wanted to see local contractors as a priority.

Mr. Pino said they could work on that and he would provide all the information needed.

Councilor Ives pointed out some errors in the transit matching funds.

Mr. Pino said some matching percentages might be different.

Councilor Ives cautioned regarding Zona del Sol to make sure there were no anti-donation issues for those. It would be helpful to address that issue when looking at them.

Regarding airport and median landscaping Councilor Ives felt those that were adopted had been done in a fabulous way. The City might want to honor and thank those folks as a model to inspire others for medians not as well maintained.

Mr. Pino explained that sometime before he had returned to Public Works the City put an onerous burden for insurance on those who adopted medians.

Councilor Trujillo agreed it discouraged a lot of folks. He felt they should come up with some better rules to bring those people back. He wanted to take that up and relay a message to Gilda to bring it back.

Chair Wurzburger said they could work on the answers together. They needed to identify what went well and then what went awry and determine how to make them work better and those that didn't need changes.

Councilor Trujillo asked if there were small sidewalks identified to fix this year. \$500,000 wouldn't go a long way.

Mr. Pino said they maintained a long list of places to work on. This \$500,000 was put in there for Paseo de Peralta near Girls Inc. and Cross of the Martyrs. It would all get spent on the one project and each Councilor would get a lot more requests. This location was fairly treacherous now for pedestrians.

8. DISCUSSION ON BONDING 101 (MEL MORGAN, HELENE HAUSMAN)

This item was postponed to the next meeting under Approval of Agenda.

9. REVIEW OF COMMITTEE MEETING PROCESS/PROTOCOLS (COUNCILOR WURZBURGER)

Chair Wurzburger requested that Committee members talk with staff ahead of the meetings for consent item questions so the Committee could devote more time to issues they needed to consider and she was

Committee Review

Finance (Scheduled)

04/16/12

Council (Scheduled)

04/25/12

- 14. REQUEST FOR APPROVAL OF A RESOLUTION SUPPORTING THE CONTINUATION OF ECONOMIC DEVELOPMENT ACTIVITIES RELATED TO THE FILM INDUSTRY WITHIN THE CITY OF SANTA FÉ AND AUTHORIZING THE USE OF CITY-OWNED PROPERTIES AT NO COST FOR FILM AND TELEVISION PRODUCTIONS THAT ARE ENROLLED IN THE NEW MEXICO FILM PRODUCTION TAX CREIT PROGRAM (COUNCILOR WURZBURGER) (FABIAN TRUJILLO)**

Committee Review

City Business & Quality of Life (No quorum)

03/13/12

Finance (Postponed)

03/19/12

Finance (Approved)

04/02/12

City Business & Quality of Life (Scheduled)

04/10/12

Council (Scheduled)

04/11/12

This item was moved to the Discussion Agenda under Approval of Consent Agenda.

- 15. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO EXPLORE VARIOUS OPTIONS AND FEASIBILITY RELATED TO THE SANGE FÉ PLAZA AND PLAZA PERIPHERY AREA REGARDING THE FINANCING OF INFRASTRUCTURE AND IMPROVEMENTS; ACQUIRING SECURITY; ADDRESSING DECEPTIVE MARKETING PRACTICES AND BUSINESS LICENSE NON-COMPLIANCE AND SPECIFYING LOCATIONS FOR THE PLACEMENT OF NEWSPAPER BOXES (COUNCILOR WURZBURGER) (ROBERT ROMERO)**

Committee Review

Finance (Scheduled)

04/16/12

Council (Scheduled)

04/25/12

16. MATTERS FROM STAFF

There were no matters from Staff.

17. MATTERS FROM THE COMMITTEE

Councilor Trujillo got a call from Rosela Griego dealing with a street light on Calle del Sur to find out the process for getting one put in.

Councilor Rivera liked hearing Chair Wurzburger's common sense approach for the direction of this committee. It would also help for staff to come forward with their common sense ideas to do.

Councilor Ives echoed Councilor Rivera's comment on the Chair's suggestions. He thanked all the division directors for coming to this meeting and for helping the Committee work through these issues. He was also grateful for the Director's practice of diversity by hiring on department director not from NMSU.

18. MATTERS FROM THE CHAIR

Chair Wurzburger asked if Public Works could start meeting at 4:45. The Committee agreed.

19. NEXT MEETING: MONDAY, APRIL 23, 2012

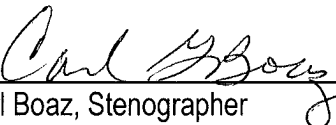
20. ADJOURN

The meeting was adjourned at 6:15 p.m.

Approved by:

Rebecca Wurzburger, Chair

Submitted by:



Carl Boaz, Stenographer