

ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 05/27/15
ITEM FROM FINANCE COMMITTEE MEETING OF 05/18/15

ISSUE:

21. Request for Approval of a Resolution Relating to Santa Fe's Historical Heritage; Authorizing Staff to Enter Into a Professional Services Agreement for Historian Services That Would Provide Opportunities for Local Residents, Including Youth, to be Educated About Santa Fe's Rich Historic Heritage. (Mayor Gonzales) (Matt Ross)

Committee Review:

City Council (scheduled)

05/27/15

Fiscal Impact – Yes - (\$5,000 honorarium for services)

FINANCE COMMITTEE ACTION: APPROVED AS CONSENT ITEM

Approved Resolution in the amount of \$5000 honorarium for services.

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

STAFF FOLLOW-UP:

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	X		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2015-____
Historian

SPONSOR(S): Mayor Gonzales

SUMMARY: The proposed resolution relates to Santa Fe's historical heritage; authorizing staff to enter into a professional services agreement for historian services that would provide opportunities for local residents, including youth, to be educated about Santa Fe's rich historic heritage.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: April 9, 2015

ATTACHMENTS: Resolution
FIR

1 established a one-year honorary, unpaid position of City historian who was tasked with developing a
2 program that included writing about Santa Fe's history, making occasional public presentations and
3 advising on City programs and projects; and

4 **WHEREAS**, the city of Santa Fe has over 400 plus years of history that needs to be passed
5 on to the next generation of Santa Fe's children and youth; and

6 **WHEREAS**, local residents and tourists would benefit from historic education through
7 lectures, live or through social media and the City's web site; and

8 **WHEREAS**, there is a desire for historian services that would provide community outreach
9 for local residents, including children and youth, and establish a marketing strategy for residents and
10 tourists to experience Santa Fe's rich historic heritage.

11 **NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
12 **CITY OF SANTA FE** that the Governing Body:

- 13 1. Authorizes staff to enter into a one-year professional services agreement for historian
14 services; and
- 15 2. Designates funding in the amount of \$5,000 as an honorarium for such services.

16 **BE IT FURTHER RESOLVED** that the Mayor will appoint a member of the community to
17 the position of historian, with the consent of the City Council.

18 **BE IT FURTHER RESOLVED** that the scope of work may include the following:

19 **Community Outreach:**

- 20 • Provide quarterly lectures on the history of Santa Fe for tourists and new residents, either
21 live or through social media; and
- 22 • Provide periodic lectures at schools, senior centers and for the general public, as
23 requested; and
- 24 • Be available as a historic resource facilitator; and
- 25 • Establish a Santa Fe history month; and

City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. General Information

(Check) Bill: _____ Resolution: X
(A single FIR may be used for related bills and/or resolutions)

Short Title(s): A RESOLUTION RELATING TO SANTA FE'S HISTORICAL HERITAGE; AUTHORIZING STAFF TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT FOR HISTORIAN SERVICES THAT WOULD PROVIDE OPPORTUNITIES FOR LOCAL RESIDENTS, INCLUDING YOUTH, TO BE EDUCATED ABOUT SANTA FE'S RICH HISTORIC HERITAGE.

Councilor(s): Mayor Gonzales
Reviewing Department(s): City Attorney's Office
Persons Completing FIR: Rebecca Seligman Date: 4/21/15 Phone: 955-6501

Reviewed by City Attorney: Kelly A. Bowman Date: 4/21/15
(Signature)

Reviewed by Finance Director: [Signature] Date: 4-21-2015
(Signature)

Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:

The proposed ordinance relates to Santa Fe's historical heritage; authorizing staff to enter into a professional services agreement for historian services that would provide opportunities for local residents, including youth, to be educated about Santa Fe's rich historic heritage.

Section C. Fiscal Impact

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*

1. Projected Expenditures:

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required
- c. Indicate: "R" – if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: _____

_____ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY 15/16__	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs -- Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$5,000 _____	N	R	_____	\$ _____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	_____	\$ _____	_____	_____	_____
Total:	\$5,000 _____	_____	_____	_____	\$ _____	_____	_____	_____

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs -- Recurring or "NR" Non-recurring	Fund Affected

_____	\$ _____	_____	_____	\$ _____	_____	_____
_____	\$ _____	_____	_____	\$ _____	_____	_____
_____	\$ _____	_____	_____	\$ _____	_____	_____
Total:	\$ _____	_____	_____	\$ _____	_____	_____

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

The historian would receive \$5,000 annually as an honorarium.

Section D. General Narrative

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None staff is aware of

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

If this resolution is not enacted, the Governing Body would not enter into a professional services agreement for historian services.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

No

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

Being able to support a professional services agreement for historian services would provide opportunities for local residents, including youth, to be educated about Santa Fe's rich historic heritage.