



City Business and Quality of Life Committee

February 17, 2016



Agenda

CITY CLERK'S OFFICE

DATE 2/10/14 TIME 4:43P

SERVED BY Fabian Trujillo

RECEIVED BY [Signature]

CITY BUSINESS & QUALITY OF LIFE COMMITTEE

City Hall
200 Lincoln Avenue

City Council Chambers
Wednesday, February 17, 2016
3:00 PM – 5:00 PM

- I. PROCEDURES
 - A. Roll Call
 - B. Approval of Minutes – January 13, 2016
 - C. Approval of Agenda
 - D. Approval of Consent Agenda

- II. INFORMATIONAL ITEMS (none)

- III. CONSENT AGENDA
 - A. Request approval of a resolution directing city staff to plan and execute a Fourth of July competitive run on July 4, 2016 to honor local veterans in the Santa Fe Community. (Mayor Gonzales, Councilors Ives and Bushee) (Chris Sanchez)

 - B. Request approval of a resolution directing staff to develop a plan to sponsor and implement a "Performance Encore" in October, 2017 (Mayor Gonzales) (Randy Randall)

 - C. Request for approval of a resolution to designate unused space at 500 Market Station for entrepreneurial activities; directing staff to develop an RFP to identify a private sector partner for the space; to directing staff to identify and recommend a revenue source for use as collateral; and directing staff to provide an update and recommendations to the governing body within ninety days of adoption of this resolution. (Mayor Gonzales and Councilor Ives) (Zachary Quintero)

- IV. ACTION ITEMS
 - A. Request for approval of Professional Services Agreement – Venture Acceleration Fund - Regional Development Corporation - (Ross Chaney).

 - B. Request for approval of Professional Services Agreement – Lindsey Harder – (Kate Noble)

 - C. Request for approval of Professional Services Agreement – Inspire Santa Fe – (Zack Quintero)

 - D. Request for approval of a resolution contributing property and resources to the New Mexico Inter-Faith Hosing Community Corporation for development of the Santa Fe Arts+Creativity Center low income housing tax credit project pursuant to The Affordable Housing Act. (Councilors Rivera, Trujillo, Mayor Gonzales and Councilor Ives) (Alexandra Ladd)



Agenda

- V. DISCUSSION ITEMS (none)
- VI. ITEMS FROM THE COMMITTEE
- VII. ITEMS FROM STAFF
- VIII. ITEMS FROM THE CHAIR
- IX. ITEMS FROM THE PUBLIC
- X. NEXT MEETING DATE – **March 9, 2016**

Persons with disabilities in need of accommodation, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

Minutes

**SUMMARY INDEX OF
CITY OF SANTA FE
BUSINESS & QUALITY OF LIFE COMMITTEE**

Wednesday, January 13, 2016

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B. Approval of resolution contributing property and resources to Santa Fe Community Housing Trust for the Soleras Station Low Income Housing Tax Credit (Councilors Dimas, Ives, Lindell and Bushee) (Alexandra Ladd)	Approved	2
C. Approval of Resolution- donating leasehold interest/fee waivers to the SF Civic Housing Authority for rehabilitation of the Villa Hermosa Housing (Councilors Ives, Maestas and Bushee) (Alexandra Ladd)	Approved	2
D. Approval of Resolution donating leasehold interest/fee waivers to Santa Fe Civic Housing rehabilitation of the PasaTiempo housing site (Councilors Ives, Maestas and Bushee) (Alexandra Ladd)	Approved	2
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A. Approval of Resolution Creating the Santa Fe Film Commission & support Of Economic Development, Job Creation in film and digital media. (Mayor Gonzales, Councilors Ives and Lindell) (Kate Noble)	Approved	2-4
B. Approval of Resolution exempting current merchants in Sanbusco Market Center from Building Permit, fire inspection, impact fees when relocating in Santa Fe.	Approved	4
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	February 10, 2016 Adjourned at 12:23 p.m.	9

CITY OF SANTA FE

BUSINESS & QUALITY OF LIFE COMMITTEE

WEDNESDAY, JANUARY 13, 2016

I. PROCEDURES

CALL TO ORDER

A regular meeting of the City of Santa Fe Business and Quality of Life Committee was called to order by Councilor Lindell, chair on the above date at approximately 11:00 a.m. at 500 Market Station, Railyard, Suite 200, Round House Conference Room, City of Santa Fe, New Mexico.

A. Roll Call

Roll call indicated a quorum as follows:

Members Present:

Councilor Signe Lindell, chair
Miles Dylan Conway
Diane Karp
Kim Kelly
Buddy Roybal
Damian Taggart
Brad Furry

Members Absent:

Dr. Almi Abeyta (excused)
Piper Kapin (excused)
Councilor Peter Ives, vice chair
Tony Ortiz

Staff Present

Kate Noble
Fabian Trujillo
Zach Quintero
Ross Chaney

Others Present

Jesse Guillen, City Attorney's Office

A. APPROVAL OF MINUTES- November 10, 2015

Mr. Roybal moved to approve the minutes of November 10, 2015 as presented. Mr. Furry seconded the motion, which passed by unanimous voice vote.

B. APPROVAL OF AGENDA

Mr. Roybal moved to approve the agenda as published. Ms. Karp seconded the motion, which passed by unanimous voice vote.

C. APPROVAL OF CONSENT AGENDA

Mr. Taggart moved to approve the consent agenda as presented. Mr. Furry seconded the motion, which passed by unanimous voice vote.

II. INFORMATIONAL ITEMS -None

III. CONSENT AGENDA

A. Request approval of an ordinance including a definition for alternate means of compliance, and amending the definition of extreme hardship; amending the requirements for Santa Fe Homes Program Rental Units; Amending the process by which a developer of rental housing is allowed to pay a fee in-lieu of seeking an alternate means of compliance with the requirements of the Santa Fe Homes Program; and establishing an effective date for the amendments. (Mayor Gonzales) (Alexandra Ladd)

B. Request approval of a resolution contributing property and resources to Santa Fe Community Housing Trust for the development of the Soleras Station Low Income Housing Tax Credit pursuant to the Affordable Housing Act. (Councilors Dimas, Ives, Lindell and Bushee) (Alexandra Ladd)

C. Request approval of a resolution donating a leasehold interest and fee waivers to the Santa Fe Civic Housing Authority, pursuant to the Affordable Housing Act, for the rehabilitation of the Villa Hermosa Housing Site to maximize points awarded under the LIHTC application. (Councilors Ives, Maestas and Bushee) (Alexandra Ladd)

D. Request approval of a resolution donating a leasehold interest and fee waivers to the Santa Fe Civic Housing pursuant to the Affordable Housing Act, for the rehabilitation of the PasaTiempo housing site to maximize points awarded under the LIHTC application. (Councilors Ives, Maestas and Bushee) (Alexandra Ladd)

IV. ACTION ITEMS

A. Request for approval of a resolution creating the Santa Fe Film Commission; and supporting economic development and job creation in film and digital media. (Mayor Gonzales, Councilors Ives and Lindell) (Kate Noble)

Ms. Noble said the resolution creates a commission of experts in the film and digital media industry. The idea is to tap their expertise to prioritize the spending of existing economic development budget monies. She said the Mayor thought there is an added advantage of people working together and using their connections for the benefit of the film industry in Santa Fe.

She said the city sees this as an opportunity to attract more production and build a more sustainable film/digital media industry.

Mr. Roybal asked if the money in the budget would be sufficient.

Ms. Noble replied there is enough to make headway, but there are many opportunities for the industry to bear fruit for Santa Fe's economy. The \$50k (thousand) will show and document some impact and they can then think about what a larger budget would look like in the future.

Mr. Roybal asked if successful, could they see the benefit down the road to put money toward the effort. He was concerned about starting a program that might stagnate if not sufficiently funded.

Chair Lindell agreed. She said it is important to get the program going without a huge budget so they can prioritize if they want to put significant funding there. She noted her concern with the size of the 16 person committee. She said in her experience smaller working groups get more done and getting everyone present and going in the same direction would be a sizable hurdle.

Ms. Noble said one thought about a having a larger committee was that it would be easier to meet quorum. She thought the committee would model smaller working groups in specific areas like workforce development, crew training, post production, etc.

Chair Lindell said she would not vote against the resolution, but the committee size is a concern. She thought it important for the committee to return to BQL once up and running. Ms. Noble replied they could come back at 6 and 12 months.

Ms. Kelly said film festivals are a major tourist draw in other towns and she asked a friend why that does not happen in Santa Fe. Her friend said there are different film groups and they have had conflicts and there is no communication and they do not work together. She said she hopes the committee can mediate that conflict and work together to fix the problem.

Ms. Karp said this is an old problem for Santa Fe. She said Santa Fe's nonprofits tend to compete rather than collaborate and Ms. Kelly's point is well taken. She said she would be in favor if the committee could help address that.

Mr. Conway said he also echoes the unwieldy size of the committee but recognizes the relevancy of those who would make up the committee. He said thinking of the film industry in Santa Fe as a factory, there are a lot of people who work there and earn good wages and benefits.

Mr. Conway suggested the resolution include either the DGA (Directors Guild of America) or a SAG (Screen Actors Guild) or theater hands representative. He said there would be two benefits; 1) a representative that looks at the bigger film jobs coming to town and 2) a director in the DGA who could work back channels to industry leader directors who are making the movies.

Chair Lindell asked if the appointments Mr. Conway referenced could fall within the categories of the 'two at-large members' or the 'two nonprofit representatives working in the industry' or fit into the four local industry leaders.

Mr. Conway asked what downside there is to explicitly stating that two of the six from nonprofit and at-large come from the SAG, and "make it *or* rather than *and*".

Ms. Noble said 'four local industry leaders' was to give flexibility and is where the DGA and SAG representatives would fit and film crew representatives, they were thinking IATSI (International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts) members.

Mr. Conway said he understands the language if the intent of the ordinance is to exclude the collective bargaining representatives, but if it is to find a seat at the table for a union representative with thousands of people at heart, it should be spelled out.

Mr. Conway moved that two of the members of the proposed committee consist of representatives from either the Director's Guild of America, the Screen Actors Guild or the International Alliance of Theater Stage Employees.

The motion died for lack of a second.

Mr. Roybal moved to approve the resolution to create a Santa Fe Film Commission as presented. Ms. Karp seconded the motion. The motion was unanimously approved by a roll call vote with all members present voting in favor of the motion. There were no votes against and no abstentions.

- B. Request for approval of a resolution exempting current merchants in the Sanbusco Market Center from Building Permit, fire inspection and impact fees when relocating their business to a new location within the boundaries of the City of Santa Fe. (Mayor Gonzales) (Lisa Martinez)

Ms. Lisa Martinez said she was happy to answer any questions or discuss her conversations with merchants.

Mr. Conway asked what the feeling is in the Sanbusco Center and if merchants would be able to transition.

Ms. Martinez said the majority of merchants plan to move to the DeVargas Center and have started the process. One business is constructing and moving into their own space and four merchants have current leases for two years and possibly will then relocate.

Chair Lindell noted that the bookstore seemed to be doing well in their new space in DeVargas.

Mr. Roybal moved to approve the resolution for Sanbusco Market Center merchants as presented. Mr. Furry seconded the motion, which passed by unanimous voice vote.

V. DISCUSSION ITEMS – [mis-numbered as VII on the agenda]

A. Bike and Brew 2016 – (Kate Noble)

Ms. Noble provided the history for Bike & Brew and the Committee's concerns. She said Bike and Brew has emerged as a premier event for outdoor activities and they were asked to get exhibitors to attend a lunch with the Mayor. There have been a few meetings and some of the bike industries will make their contact lists available to Economic Development to look at recruiting relevant businesses and outdoor enthusiasts.

Ms. Noble said the Committee is being asked to weigh in and pave the path for the 2016 Bike and Brew. She would like them to do something to make permitting easier and even consider waiving fees.

Mr. Goblet presented narrative he used from a script in a television commercial. He showed a video and said the commercial shows the success of Bike & Brew in the face of extreme odds. He noted the tentative lineup of events on page 2 of the narrative.

He said he had not planned to do Bike and Brew again, but the response from the community, cyclists, sponsors, craft beer and people at Glorietta was not to give up.

Mr. Goblet said Bike and Brew was granted \$20k from the State Tourism Office for the third and final year of funding and commitments from Economic Development in both the City and County. He will apply for LTAB and OTAB funding. He said last year's budget is available for anyone interested.

He said he wants to take himself out of the picture and bring in people with specialized skills:

- All of the mountain bike rides will be coordinated by Santa Fe Fat Tire Society and they will also take care of registrations, etc.

- The Local Flavor Magazine will take care of the beer vendors

- Bike Santa Fe will take on the road rides.

- Glorietta will come out with their pump track, climbing wall and kid friendly striders.

- Big Mountain Enduro, a national race series big in mountain biking will bring in 400 professional athletes from around the country.

- Eric Porter might bring in Diamondback Cycles as a sponsor with the potential for a full men's clinic to complement the women's clinic.

- Guided rides are planned and the Friday night band is booked.

Mr. Goblet said weather was an issue last year and an ideal location is needed. They have put a hold on the convention center for Saturday and Sunday and can use the outside patio area. He added that it could become more difficult with more than a dozen food trucks and having to shut down streets and he and the sponsors will walk the convention center to see if they can make it work.

He said to plan for future growth they might look at Fort Marcy Park. The park provides a lot of needed infrastructure, but will require a variance for beer and planning around the Fuegos schedule.

Mr. Goblet said \$45k has been committed to date and the budget calls for an additional \$30k in sponsorship. The event income in year one was \$21k and went to \$31k in year two with \$41k projected in year three. The event will need to be on its own in 2017 and not count on public sector funding.

Chair Lindell thanked Mr. Goblet for doing the event again and said he has her support. She said the event could become big for Santa Fe and is at a time of the year when nothing else is going on. She asked to meet with Mr. Goblet at some point.

Mr. Goblet added that he met with the person taking over Bike to Work Week and will try to coordinate that. He said he would consider moving the event next year if that was what the Committee and community wants. He added the new marketing director at Outside Magazine is a big advocate and will take over the marketing components.

Ms. Karp said having Enduro as part of the event and Diamondback as a potential sponsor demonstrates an excellent program that is right for the city and the community. She said she was sorry

last year was a disaster, but the event has so much potential.

Ms. Karp said she is committed to making the event a success. She thanked Mr. Goblet for his dedication and for coming back.

B. Discussion on Nighttime Economy Task Force Recommendations – (Zack Quintero)

Mr. Quintero said at the last meeting the task force brought recommendations for the Committee to review and for Councilor Lindell to submit as a resolution. He said staff offered some recommendations they thought should be part of the resolution. The packet includes five items recommended for discussion and the task force would like more guidance and recommendations on those proposals.

Mr. Roybal asked if possible to get one citywide calendar for all events for the community.

Mr. Conway said he was most excited by the shuttle. He said he grew up in a mountain ski town with a trolley that ran all over town and connected the community, especially the kids. He said if they could figure out how to have a trolley line that stopped at the five spots the Committee identified and add the Canyon Road area, head to Siler and stop on the south side; it would be practical and boost all of the activities in Santa Fe. He said a trolley would solve the problem of attending different events in different parts of town.

Mr. Quintero said staff pulled the current packet from the original recommendations, but the discussion items within should be looked at by the Committee again.

Mr. Taggart asked about the public information kiosks (item 2).

Mr. Quintero said they would be managed by the Arts Commission and has certain content that has to meet the PIA (Public Information Act). He said the hope was to have SFUAD (Santa Fe University Art and Design) monitor the sites.

Chair Lindell asked if this report would be forwarded to City Council. Mr. Quintero replied that this was required to go back to the governing body and BQL had discussed having a resolution go instead.

Mr. Conway said he thought the recommendations were broad.

Ms. Noble said any resolution should consider bringing forward the low hanging fruit, i.e. improvements on the calendar; the parking waivers on Saturdays for kids, among other key pieces to keep building nighttime economy.

She said if the Committee wanted staff could bring back a draft resolution that references the report, but will need to know if there is something the Committee feels is controversial.

Mr. Quintero asked if the original recommendations would go to the governing body.

Chair Lindell suggested the Committee work on the resolution first.

C. Revisiting the 2011 Challenge Report –Existing Economy Sub-Committee – Buddy Roybal

Mr. Roybal explained there were two committees in 2011, Existing and Future that brought together 69 top businesses in a roundtable. He explained the event discussion and focus. He noted the roundtable results and said like most work, follow-through never happened. The roundtable work was presented to BQL but never went to City Council.

Mr. Roybal said he wants to revisit the work of the two committees. He said the Committee could be more aware of the real issues businesses face and how they could help and possibly groups could be created. He said looking at the conclusion in 2011 the city still has the same issues. He noted that problems were outlined with the next steps in 2011, especially problems with building permits. He said there is still not enough staff.

Mr. Roybal said if there was specific training and certification the burden could be on the architects and builders to meet the requirements. He said the Committee could work on a lot of issues; procurement, broadband, education and workforce development and there could be forums on making the process friendlier and buying local.

Chair Lindell said there might be one or two building permits people get in their lifetime and the process will always feel daunting.

Mr. Roybal said he hears stories of people who don't want to deal with the city, yet in other cities they can get a building permit in a few days.

Chair Lindell asked if Mr. Roybal could meet with Ms. Martinez.

Mr. Roybal he replied he has met with her several times. He said Ms. Martinez feels the building community is not current on the requirements/ordinances. He wants to revisit the issues from 2011 and get the input from the Committee on the work of the roundtable. He added that there were things missing from the report.

Chair Lindell asked that Mr. Trujillo and Mr. Roybal to get together on the specifics the Committee should look at to see if there are areas they should move forward on. She suggested the document be sent to members electronically. She added that she is currently working on procurement.

Mr. Roybal said the business community keeps looking to the city for economic development, which with lack of funding could never move forward. He thought the business communities could take more ownership so the economic burden is not all on the city.

Mr. Trujillo said there are a couple of different structures used and Santa Fe uses the government model. Some communities have private nonprofit groups with part funded by the government and usually members from government included. Albuquerque and Las Cruces use both models. The focus in larger cities is usually recruiting and marketing.

Ms. Noble said the issue of a committee's work being shelved has been a serious problem throughout the city for decades. She said staff has looked at this over and over and did a planning effort in 2012 that collated this report, the Future Economic Report and the Angelou Implementation Strategy.

Ms. Noble said they have continued to look at that because of the commonality of recommendations. In the launch of the Office for Business Growth many of the considerations in the report were used. She said Mr. Brackley reviewed the report and told her he was struck by how much the city has accomplished and the number of recommendations that have been done.

Ms. Noble said a consultant identified it as a cultural issue years ago and is common in areas with large government sectors for people look to the government to solve problems. She said what the city failed to do was go back to the attendees and communicate how valuable the information was and how it is being used.

VI. ITEMS FROM THE COMMITTEE

Ms. Kelly said regarding the Bike & Brew, she felt strongly that the event is important for Santa Fe and the Railyard. She said she talked with someone trying to do a creative event that is having problems and a lot of hurdles. She said she cannot understand why there are so many problems with doing an event in the Railyard and a lot of groups have said something.

She said the Railyard should facilitate creative events and city events that help everyone and there should not be barriers from those hired by the city. She said a lot of creative energy is "sucked out of creative individuals" by those barriers. People try to do everything required and are given last-minute surprises of other things they need. She said that creates exhaustion to the point that people decide not to do events in the Railyard anymore.

Ms. Kelly said the Railyard is an amazing space that should be utilized to its potential and people who want to put on events should be encouraged, motivated and supported.

Chair Lindell said it is extremely discouraging that they are doing everything possible to move the Railyard forward and barriers are put up that prevent people from using the park to its potential. She said she wasn't sure of the specific barriers, and that will be needed to work on those issues.

She said she is happy to work with Ms. Kelly and bring this to the attention of the appropriate channels.

Ms. Noble explained the Railyard nonprofit corporation is governed by their own independent board and a master plan, etc. was adopted to empower their independence. She said the problem with the Railyard Park is there are two layers of bureaucracy. She said as a result of Bike and Brew new event guidelines have been drafted for the city parks. She said she will follow up on those and ask that the guidelines come back to the Committee.

Mr. Roybal said he wanted to work with Mr. Trujillo. He said when the business community was asked to do certain things such as Paint the Plaza, everyone came together. He thought the business community is hungry to do something together for the community. He said he also wants to see what other communities are doing and their ideas and to put ownership on the partners.

Chair Lindell agreed. She asked Mr. Trujillo to meet with Mr. Roybal on the issue.

VII. ITEMS FROM STAFF- There were none

VIII. ITEMS FROM THE CHAIR – There were none

IX. ITEMS FROM THE PUBLIC- There were none

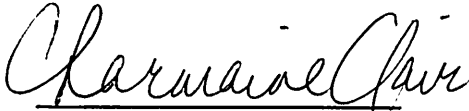
X. NEXT MEETING DATE– February 10, 2016

Having no further business to discuss the meeting adjourned at 12:23 p.m.

Approved by:

Signe Lindell, Chair

Submitted by:


Charmaine Clair, Stenographer

Consent

Item A

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2016-__

Fourth of July Run to Honor Veterans

SPONSOR(S): Mayor Gonzales, Councilors Ives and Bushee

SUMMARY: The proposed resolution directs City staff to plan and execute a Fourth of July competitive run on July 4, 2016, to honor local veterans in the Santa Fe community.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: January 14, 2016

ATTACHMENTS: Resolution
FIR

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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2016 - ___

INTRODUCED BY:

Mayor Javier M. Gonzales
Councilor Peter N. Ives
Councilor Patti J. Bushee

A RESOLUTION

**DIRECTING CITY STAFF TO PLAN AND EXECUTE A FOURTH OF JULY
COMPETITIVE RUN ON JULY 4, 2016, TO HONOR LOCAL VETERANS IN THE
SANTA FE COMMUNITY.**

WHEREAS, we Americans hold freedom as our birthright, cherishing it as the basic condition to our way of life; and

WHEREAS, our freedom was won in the agony of conflict and has been preserved through the willingness of gallant Americans to risk their lives for the perpetuation of our freedom; and

WHEREAS, throughout New Mexico's long history, thousands of New Mexican men and women, including many men and women from the city of Santa Fe, have served in all branches of the armed forces, including as reservists and national guard members, with excellence, patriotism and bravery in order to protect our nation and our world; and

WHEREAS, the governing body and the citizens of Santa Fe have the greatest pride in the veterans who have served in the armed forces and strongly support them; and

1 **WHEREAS**, the City of Santa Fe and surrounding areas has a large concentration of
2 highly decorated military veterans; and

3 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
4 **CITY OF SANTA FE** that the Governing Body authorizes the Veterans Advisory Board and city
5 staff to plan and execute a competitive run honoring our veterans on July 4, 2016.

6 PASSED, APPROVED and ADOPTED this _____ day of _____, 2016.

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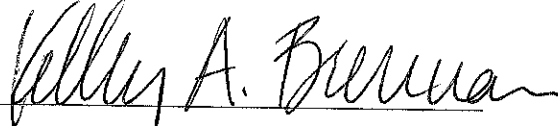
11 JAVIER M. GONZALES, MAYOR

12 ATTEST:

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14

15 YOLANDA Y. VIGIL, CITY CLERK

16 APPROVED AS TO FORM:

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19 KELLEY BRENNAN, CITY ATTORNEY

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25 *M/Legislation/Resolutions 2016/Fourth of July Run to Honor Veterans*

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 DIRECTING CITY STAFF TO PLAN AND EXECUTE A FOURTH OF JULY RUN ON JULY 4, 2016, TO HONOR LOCAL VETERANS IN THE SANTA FE COMMUNITY.**

Sponsor(s): Mayor Gonzales, Counselors Ives and Bushee

Reviewing Department(s): Youth and Family Services

Persons Completing FIR: Chris Sanchez Date: 1/14/16 Phone: 955-6603

Reviewed by City Attorney: *Kelley A. Brunner* Date: 1/21/16
(Signature)

Reviewed by Finance Director: *[Signature]* Date: 1-22-2016
(Signature)

Section B. Summary

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

This resolution would direct the city and the Veterans Advisory Board (VAB) to plan a Fourth of July run honoring our veterans. Because the Veteran Advisory Board has already allocated funding for this activity through their Veterans Fund, there will be no additional financial impact.

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 <u> 16 </u>	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY <u> </u>	"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	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
All Other Operating Costs	\$ <u>10,000.00</u>	<u> A </u>	<u> NR </u>	\$ _____	_____	_____	_____	<u>510400</u>
Total:	\$ <u>10,000.00</u>			\$ _____				

* 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 <u> </u>	"R" Costs Recurring or "NR" Non-recurring	FY <u> </u>	"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 funding for the Veterans Advisory Budget is in business unit 22605. The funding will come from 510400 for \$10,000.00.

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 identified.

2. Consequences of Not Enacting This Bill/Resolution:

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

The city will not sponsor specific activities on the Fourth of July dedicated to our veterans.

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.

None identified.

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.

Motivation for this activity was driven by the dismal turnout for the parade held on Veteran's day on November 11th, 2015. Cold weather meant few people were present on the parade route, doing a disservice to those who served our country. The Fourth of July is the perfect opportunity to integrate and honor the veterans of this community with a 4th of July competitive run.

Item B

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2016-____ Performance Encore

SPONSOR(S): Mayor Gonzales and Councilor Ives

SUMMARY: The proposed resolution directs staff to develop a plan to sponsor and implement a "Performance Encore" in October, 2017.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: January 25, 2016

ATTACHMENTS: Resolution
FIR

CITY OF SANTA FE, NEW MEXICO
PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2016-___
Performance Encore

Mayor and Members of the City Council:

We propose the following amendment(s) to Resolution No. 2016-___:

1. On page 2, line 10, after "celebration", *insert* the following:

", including convening stakeholder input sessions during the planning period"

Respectfully submitted,

Occupational Tax Advisory Board

ADOPTED: _____

NOT ADOPTED: _____

DATE: _____

Yolanda Y. Vigil, City Clerk

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2016-__

3 INTRODUCED BY:

4
5 Mayor Javier M. Gonzales

6 Councilor Peter Ives

7
8
9
10 A RESOLUTION

11 DIRECTING STAFF TO DEVELOP A PLAN TO SPONSOR AND IMPLEMENT A
12 "PERFORMANCE ENCORE" IN OCTOBER, 2017.

13
14 WHEREAS, the City of Santa Fe has a wealth of musical, dance, theater performances
15 throughout the year, as well as world class art galleries and renowned restaurants; and

16 WHEREAS, Santa Fe is the third largest art market in the United States, featuring world
17 renowned artists and performers in music, theatre and dance; and

18 WHEREAS, Santa Fe rates in in the top ten cities by Travel and Leisure Magazine for
19 classical music, theater and performing arts; and

20 WHEREAS, Santa Fe rates in the top ten cities by USA Today and Fodor's Travel for
21 Best Outdoor Music Venue; and

22 WHEREAS, the cultural opportunities in Santa Fe significantly exceed other
23 municipalities of comparable size; and

24 WHEREAS, the various visual, performing arts and cultural attractions draw a vast
25 number of tourists to Santa Fe each year, providing a great economic benefit to the city; and

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2016-__

3 INTRODUCED BY:

4
5 Mayor Javier M. Gonzales
6
7
8
9

10 A RESOLUTION

11 DIRECTING STAFF TO DEVELOP A PLAN TO SPONSOR AND IMPLEMENT A
12 "PERFORMANCE ENCORE" IN OCTOBER, 2017.
13

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17 renowned artists and performers in music, theatre and dance; and

18 WHEREAS, Santa Fe rates in in the top ten cities by Travel and Leisure Magazine for
19 classical music, theater and performing arts; and

20 WHEREAS, Santa Fe rates in the top ten cities by USA Today and Fodor's Travel for
21 Best Outdoor Music Venue; and

22 WHEREAS, the cultural opportunities in Santa Fe significantly exceed other
23 municipalities of comparable size; and

24 WHEREAS, the various visual, performing arts and cultural attractions draw a vast
25 number of tourists to Santa Fe each year, providing a great economic benefit to the city; and

1 **WHEREAS**, the City desires to sponsor a Performance Encore where various performing
2 arts could be brought together to offer performances over a seven to nine day period off their
3 normal season offering a cultural experience to locals and tourists alike.

4 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
5 **CITY OF SANTA FE** that staff is directed to develop a plan, including a timeline and budget, a
6 season-ending celebration – Performance Encore – to be held the last weekend of October for a
7 period of 7-9 days, beginning in 2017 and continuing every year thereafter, pending availability
8 of funds.

9 **BE IT FURTHER RESOLVED** that staff shall work with industry partners to develop,
10 plan and execute the celebration.

11 **BE IT FURTHER RESOLVED TOURISM Santa Fe** staff is directed to research and
12 report to the Governing Body within (90) days of the adoption of this resolution, a plan, timeline
13 and budget for implementing a Performance Encore event.

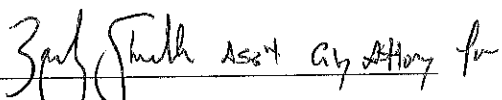
14 PASSED, APPROVED AND ADOPTED this _____ day of _____, 2016.

15
16 _____
17 JAVIER M. GONZALES, MAYOR

18 ATTEST:

19
20 _____
21 YOLANDA Y. VIGIL, CITY CLERK

22 APPROVED AS TO FORM:

23
24 
25 _____
KELLEY A. BRENNAN, CITY ATTORNEY

M/Legislation/Resolutions 2016/Performance Encore

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 DIRECTING STAFF TO DEVELOP A PLAN TO SPONSOR AND IMPLEMENT A "PERFORMANCE ENCORE" IN OCTOBER, 2017.

Sponsor(s): Mayor Gonzales


Reviewing Department(s): TOURISM Santa Fe

Persons Completing FIR: Randy Randall Date: 01/15/16 Phone: x6209

Reviewed by City Attorney: _____ Date: 1-15-16


(Signature)

Reviewed by Finance Director: _____ Date: 1-15-2016


(Signature)

Section B. Summary

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

The resolution directs TOURISM Santa Fe staff to develop and plan an off-season music, dance and theater festival to include a plan, timeline and budget to present to the Governing Body within 90 days of adoption.

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: _____



X Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"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	\$ _____	_____	_____	\$ _____	_____	_____	_____
	All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
	Total:	\$ _____			\$ _____			

* 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 Resolution directs staff to plan the event, including developing a budget. As this is a planning-only effort, the Resolution itself has no fiscal impact and can be accomplished within existing TOURISM Santa Fe resources.

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 identified.

2. Consequences of Not Enacting This Bill/Resolution:

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

There will not be a season-ending event in the City to celebrate all that Santa Fe has to offer.

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.

None identified.

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.

The event has the potential to increase tourism/hotel stays by extending the fall season an additional 7 to 10 days. This will result in increased lodgers' and gross receipts tax for the city. In addition, it provides an opportunity for arts organizations, galleries, hotel, restaurants and others to work collaboratively, share resources and highlight their organizations/businesses to a broader audience.

Item C

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2016-____ Entrepreneurial Space

SPONSOR(S): Mayor Gonzales and Councilor Ives

SUMMARY: The proposed resolution designates unused space at 500 Market Station for entrepreneurial activities; directing staff to develop an RFP to identify a private sector partner for the space; directs staff to identify and recommend a revenue source for use as collateral; and directing staff to provide an update and recommendations to the Governing Body within ninety days of adoption of this resolution.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: No

DATE: February 3, 2016

ATTACHMENTS: Resolution
FIR

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2016-__

3 INTRODUCED BY:

4
5 Mayor Javier M. Gonzales

6 Councilor Peter N. Ives

7
8
9
10 A RESOLUTION

11 TO DESIGNATE UNUSED SPACE AT 500 MARKET STATION FOR
12 ENTREPRENEURIAL ACTIVITIES; DIRECTING STAFF TO DEVELOP AN RFP TO
13 IDENTIFY A PRIVATE SECTOR PARTNER FOR THE SPACE; DIRECTING STAFF
14 TO IDENTIFY AND RECOMMEND A REVENUE SOURCE FOR USE AS
15 COLLATERAL; AND DIRECTING STAFF TO PROVIDE AN UPDATE AND
16 RECOMMENDATIONS TO THE GOVERNING BODY WITHIN NINETY DAYS OF
17 ADOPTION OF THIS RESOLUTION.

18
19 WHEREAS, Santa Fe is internationally known for its creative culture and diverse group
20 of artisans and entrepreneurial people and;

21 WHEREAS, Santa Fe has a robust culture of entrepreneurship, and strong support for
22 local businesses throughout the community; and

23 WHEREAS, as Santa Fe builds its commercial base through development and
24 nourishment of local startups, office space and infrastructure development are key needs to ensure
25 success; and

1 **WHEREAS**, economic diversity is a needed pillar for sustainable growth and job
2 creation in Santa Fe and;

3 **WHEREAS**, in order to compete regionally, nationally and internationally, the city must
4 position itself as a competitive location with broadband infrastructure and;

5 **WHEREAS**, Santa Fe Fiber, an innovative broadband infrastructure project providing
6 the first gigabit district in the city was recently built and activated in the Railyard area of Santa
7 Fe; and

8 **WHEREAS**, local startup companies benefit greatly from high speed internet access,
9 allowing for collaboration between innovative companies across the city, and across the country;
10 and

11 **WHEREAS**, there is a rapid demand to support entrepreneurs with reliable broadband so
12 they can fully develop and advance their businesses and;

13 **WHEREAS**, fostering an entrepreneurial ecosystem is a key part of the economic
14 development plan for the City and;

15 **WHEREAS**, the Kauffman Foundation has repeatedly cited co-working as a priority that
16 cities should include if they wish to fully develop their entrepreneurs.

17 **WHEREAS**, City staff has identified 7,942 square feet of available space at 500 Market
18 Station that can be designated as an entrepreneurial center with high speed broadband and;

19 **WHEREAS**; the designation of this space can serve as a catalyst and driver of economic
20 growth in the Santa Fe business and entrepreneurial community via co-working or other
21 entrepreneurial events;

22 **WHEREAS**, a leading think tank and research firm OfficeVibe estimated that by 2020,
23 40 percent of the US labor force will be freelancers, temps, independent contractors, or solo
24 entrepreneurs and;

25 **WHEREAS**, in the same study it was found that over 90 percent of people in co-working

1 spaces were under 40 years of age and;

2 **WHEREAS**, the study also found that individuals established in co-working
3 environments saw their income increase by 50 percent and;

4 **WHEREAS**, the space in Market Station can serve both the community and
5 entrepreneurial population if it were to become officially designated.

6 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
7 **CITY OF SANTA FE**

8 The unused city owned space in Market Station shall be designated for entrepreneurship
9 activities which should include but are not limited to developing a high-tech cluster around
10 gigabit broadband access, co-working space, events, accelerator programs, and other
11 entrepreneurship focused collaborative efforts; and

12 **BE IT FURTHER RESOLVED**; staff is directed to develop a Request for Proposals
13 (RFP) to identify a private sector partner for buildout, business planning and management of the
14 space; and

15 **BE IT FURTHER RESOLVED** that staff is also directed to create, assess, and analyze
16 demand and provide options and recommendations for potential uses of the space and models to
17 adopt for operation of a self-sustaining entrepreneurial space – this analysis should take into
18 account the specific needs of local entrepreneurs as well as the demographics of the City of Santa
19 Fe; and

20 **BE IT FURTHER RESOLVED**; City staff should identify and recommend a revenue
21 source to use as collateral and/or leverage for private financing of the buildout of the space and
22 develop a financial model for a sustainable, low-risk, operation of the space in partnership with
23 the private sector; and

24 **BE IT FURTHER RESOLVED**; staff will provide an update and recommendations to
25 the Governing Body within ninety (90) days of the adoption of this resolution.

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PASSED, APPROVED AND ADOPTED this _____ day of _____, 2016.

JAVIER M. GONZALES, MAYOR

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:



KELLEY A. BRENNAN, CITY ATTORNEY

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: _____

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): **A RESOLUTION TO DESIGNATE UNUSED SPACE AT 500 MARKET STATION FOR ENTREPRENEURIAL ACTIVITIES; DIRECTING STAFF TO DEVELOP AN RFP TO IDENTIFY A PRIVATE SECTOR PARTNER FOR THE SPACE; DIRECTING STAFF TO IDENTIFY AND RECOMMEND A REVENUE SOURCE FOR USE AS COLLATERAL; AND DIRECTING STAFF TO PROVIDE AN UPDATE AND RECOMMENDATIONS TO THE GOVERNING BODY WITHIN NINETY DAYS OF ADOPTION OF THIS RESOLUTION.**

Sponsor(s): Mayor Gonzales

Reviewing Department(s): Economic Development Division

Persons Completing FIR: Zackary Quintero Date: 1/27/16 Phone: x6042

Reviewed by City Attorney: *Kelley A. Brennan* Date: 2/3/16
(Signature)

Reviewed by Finance Director: *[Signature]* Date: 2-5-2016
(Signature)

Section B. Summary

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

This resolution would dedicate approximately 7,942 square feet of unused space at 500 Market Station to be used as a collaborative entrepreneurial space to facilitate business development. A competitive process would identify a private sector partner for buildout, planning, and management of the space. Staff would also analyze demand and needs for operation of the space taking into account specific needs of local entrepreneurs and city demographics.

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: *[Signature]*

Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"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	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Total:	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____

* 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

_____	\$ _____	NR _____	\$ _____	_____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____	_____
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 resolution outlines the need for staff to research and recommend a private revenue source for the city to partner with.

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 identified.

2. Consequences of Not Enacting This Bill/Resolution:

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

The city would not use nearly 8000 square feet of space at Market Station. This space would continue to sit unused. There is also the factor of the need for a central space in the Railyard used for entrepreneurs and business related events. Additionally, both factor in to an expressed need for tourism and foot traffic for vendors in the area.

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.

None identified.

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.

The build out of this space will provide the community surrounding market station, in addition to the greater Santa Fe area, with a designated location for entrepreneurial activities with high speed broadband. This will be a positive impact for businesses, solo entrepreneurs, youth, and the surrounding neighborhood because the space serves as both a workspace and event space. Businesses will see additional foot traffic and potential new patrons in the Market Station area and those who are looking for an area to work online will have this space. Furthermore, events that will take place in the space are meeting a need expressed the entrepreneurial tech community and tourism. This need is having a space to support Market as an area where community activities are happening and people can work with fast broadband.

Action Items

Item A



DATE: January 29, 2016

TO: Business and Quality of Life Committee (BQL)

Via: Kate Noble Acting Director, Housing and Community Development Department

FROM: Ross Chaney, Economic Development Specialist

RE: Venture Acceleration Fund – Professional Services Agreement

BACKGROUND:

Los Alamos Connect is the principal economic development investment by Los Alamos National Security, LLC the company that manages Los Alamos National Laboratory. Administered by the Regional Development Corporation (www.rdcnm.org), Los Alamos Connect provides a variety of services to help businesses achieve growth, in Northern New Mexico.

The Venture Acceleration Fund (VAF) program was established in 2006 to help Northern New Mexico companies commercialize technology and take it to market faster. Companies located in the Northern New Mexico counties of Los Alamos, Santa Fe, Sandoval, Rio Arriba, Taos, San Miguel, and Mora are given preference for funding, as are projects associated with LANL technology or expertise.

To date, 53 companies have been awarded up to \$100,000 each in order to support business development needs such as proof-of-concept, prototyping, product engineering, customer acquisition, and market validation. As of January 2016 the VAF investment is made possible by contributions from Los Alamos National Security, LLC and Los Alamos County.

VAF has recently instituted a payback trigger whereby, as a condition of funding, companies agree to repay the funds if the company is acquired, achieves certain revenue goals, or leaves New Mexico. The purpose of this “evergreen” component is to help make the fund sustainable in order to support future entrepreneurs.

ITEM AND ISSUE:

The City Economic Development Division has identified start-up funding as a gap in the business development landscape. The Venture Acceleration Fund (VAF) is one of the only business development tools which assists

in this area; particularly for businesses which are not candidates for traditional venture capital investment. Because Santa Fe is the metro area for LANL and Los Alamos Connect, this community has always disproportionately benefitted from these funds. VAF staff have identified that the projects 'next on the list' to receive funds each year are generally Santa Fe companies, many of which need only a modest amount to take the next step in their business. The City Economic Development Division conducted a pilot investment into the VAF in 2014. See attachment 1, for the 2014 VAF report. For the 2014 VAF cycle, 5 Santa Fe companies received \$180,000. This leverages the City investment of \$30,000 more than six times.

VAF has been operating for ten years and has a proven track record. The experience and expertise of the staff is significant and the process is well vetted. This includes the selection process, contract negotiations and development including benchmarks and reporting. The City of Santa Fe will pay no administration fees for this contract, all funds will be awarded to selected companies. The City retains the right to overrule any use of these funds. Also, the City will be supporting, leveraging and amplifying the work of a key regional partner, Los Alamos Connect, which is an explicit goal of the Economic Development Division. Of the 53 companies funded by VAF since 2006, 29 (55%) have been located in Santa Fe (city and county).

The City making this investment into the Venture Acceleration Fund signifies important support for this regional partnership. It is an indication to Los Alamos National Security that there is regional support for their continued investment in the VAF program. Additionally, the Regional Development Corporation in 2015 received an Economic Development Administration grant to expand the wrap around services for the VAF program in FY 2015 and 2016. These types of collaborative partnerships make supporting Santa Fe business more powerful in the utilization of resources and they create an amplified impact for businesses. On January 28, 2016 the Economic Development Review Committee (EDRC) reviewed and approved this PSA.

This contract has received an approved 2016 sole source designation from the City procurement office. Staff recommends approval of this Professional Services Agreement (PSA) for \$40,000 with the Regional Development Corporation. Funding will come from Business Unit 22116 , Line Item 510340.

ATTACHMENT #1

2015 VAF Summary

The total pool of funds for VAF in 2015 was \$149,000, broken down as follows:

- LANs LLC: \$88K
- Manufacturing Extension Partnership: \$25K
- Santa Fe County: \$20K (new funder in 2015)
- Los Alamos County: \$16K

The four awardees were:

- IR Dynamics (SF City) (innovative thermal coatings licensed from Sandia): \$44K
- Vizzia (SF City) (healthcare sensors): \$36K
- Etkie (SF County-Edgewood) (custom luxury jewelry): \$34K
- UbiQD (LA) (quantum dots licensed from LANL): \$30K

Of the 61 applicants, 24 (~39%) came from Santa Fe companies

2014 VAF Summary

2014 – Total LANL VAF Funds Allocated - \$407,000

1. LANS: \$297K
2. LA County: \$25K
3. City of Santa Fe: \$30K
4. MEP: \$25K
5. Titan Repayment: \$30K

(SF) = Santa Fe City Company

(Rio Arriba) Purple Adobe Lavender Farm	\$30K
(Taos) Taos Mountain Energy	\$57K
(Taos) Private Label Select	\$45K
(SF) Flow Science	\$50K
(SF) Heavy Oil	\$50K
(SF) Milk+Honey	\$30K
(SF) Xpress	\$45K
(RA) Flute	\$50K
(SF) Keystone Restoration	\$ 5K
(ABQ) Seed Worthy	\$45K

9 reviewers contributed 114 hours to the review process in 2014.

The VAF administrator does not currently have economic impact results for the companies funded in 2014, but they do expect to have those results by the end of summer 2015.

SOLE SOURCE REQUEST AND DETERMINATION FORM

This form must be forwarded to the Purchasing Officer for the City of Santa Fe Purchasing Office for processing.

Date: November 23, 2015

Prepared By: Kate Noble

Title: Acting Director, Housing and
Community Development
Department

Vendor Name: Regional Development Corporation (RDC)

Address: PO Box 2698

City: Espanola

State: NM

Zip Code: 87532

Description of Good/Service to be Procured: Administration of a citywide entrepreneurial support program

Estimated Cost: \$40,000

Term of Contract: Through January 30,
2017

1. Explain why this is the only available source that can be meet the needs of your department.

The City of Santa Fe's Economic Development Division (EDD) both invests in and partners to provide business support programs to local Santa Fe businesses. For ten years the Venture Acceleration Fund (VAF) has been and still is the only open application program for funding companies who are on track to add jobs, grow revenues, or attract follow-on investment. It is a program managed and administered by the Regional Development Corporation (RDC); whose aim is to create and retain jobs in northern New Mexico.

The criteria for participation along with the through process of administration by the RDC, creates a one of a kind program, with experienced administration, benchmarking and a broad based selection process.

2. Explain why this vendor is the only available source from which to obtain this product of service.

The company has affirmed (memo from vendor is attached) that there is no other source for this item. Our search for possible vendors proved unsuccessful; or

Other reason, please explain in full. Attach additional sheets, if necessary.

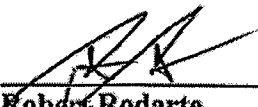
The VAF program will use its ten year model to provide vital assistance to local Santa Fe businesses. This is the only program in the state that provides support to local companies that are not ready for equity investment, but unable to get bank financing. It also supports companies who will not need additional investment but can use a one-time cash infusion to achieve growth goals. This contract and program has received additional funding from a public / private partnership in cooperation with local Counties, and the manufacturing extension program (MEP). In 2015 the Federal Economic Development Administration (EDA) gave \$248,000 to support the administrative expansion of this regional program.

4. Describe the efforts made to obtain the best possible price from this sole source vendor for the taxpayers. What (if any) is the total cost savings from the original quote? (Attach additional sheets, if necessary.)

SEE Attached memo-

Approvals:

Based on the above facts, the Purchasing Office has made the determination that the justification for the Sole Source procurement is in accordance with Section 13-1-126, NMSA 1978 and will be posted for a 30-day period prior to award.



Robert Rodarte
Purchasing Officer

Date

Pursuant to Section 13-1-126, NMSA 1978, the 30-day posting period of the Notice of Intent to Award this Sole Source request was met and no obligation to the award to the above

referenced contractor were received. This Sole Source determination will be valid for a period of one (1) year from the date of the award.

Wiley Rodriguez for 01/05/16
Robert Rodarte Date
Purchasing Director
City of Santa Fe

Required Attachments:

- *Letter from Contractor, if applicable
- *Agenda Item to be presented to City Council if over \$50,000 for Professional Services and \$50,000 for Goods and Non-Professional Services



DATE: November 23, 2015
 TO: Robert Rodarte, Purchasing Director ✓
 VIA: Kate Noble Acting Director, Housing and Community Development Department
 FROM: Ross Chaney, Economic Development Specialist, Economic Development Division
 RE: Sole Source for Regional Development Corporation Contract – Venture Acceleration Fund

Background:

The City Economic Development Division has identified the need for start-up funding as a crucial gap in the business development landscape. The Venture Acceleration Fund (VAF) is the only business development tool which assists in this supporting businesses which are not candidates for traditional venture investment. Because Santa Fe is the metro area for LANL and the Regional Development Corporation, this community has always disproportionately benefitted from companies receiving VAF funds. VAF staff have identified that the projects 'next on the list' to receive funds each year are generally Santa Fe companies, many of which need only a modest amount to take the next step in their business.

Unique Qualifications:

Over ten years, the VAF has a proven track record, established metrics supported by the experience and expertise of the staff. This includes the selection process, then negotiations and drafting of contracts, and tracking of benchmarks and long term reporting. The City of Santa Fe will pay no administration fees as part of this contract. The City retains the right to overrule any use of these funds. Also, the City will be supporting, leveraging and amplifying the work of key regional partners, which is an explicit goal of the Economic Development Division and also supports the City economic development plan.

In 2015 the VAF program, awarded \$144,000 in which two of the four awardees were a health technology and solar technology companies in the City of Santa Fe. Contributing partners were; Los Alamos National Security (LANS); New Mexico Manufacturing Extension Partnership (MEP); Santa Fe County and Los Alamos County. In the 2014 VAF program, a total of \$407,000 was awarded to 10 companies. Five of the ten companies selected for 2014 VAF funding are based in Santa Fe. Of these Santa Fe companies three are technology companies, one is in product retail and the fifth one is ecology restoration services. A total of \$180,000 was awarded to these five Santa Fe companies.

Request and Recommendation:

Staff recommends approval of the sole source request for the professional services agreement with the Regional Development Corporation for \$40,000 inclusive of applicable gross receipts tax.

Approved Not Approved

Robert Rodarte, Purchasing Officer

Date



DATE: November 23, 2015
 TO: Robert Rodarte, Purchasing Director
 VIA: Kate Noble Acting Director, Housing and Community Development Department
 FROM: Ross Chaney, Economic Development Specialist, Economic Development Division
 RE: Sole Source for Regional Development Corporation Contract – Venture Acceleration Fund

RN
 RS

Background:

The City Economic Development Division has identified the need for start-up funding as a crucial gap in the business development landscape. The Venture Acceleration Fund (VAF) is the only business development tool which assists in this supporting businesses which are not candidates for traditional venture investment. Because Santa Fe is the metro area for LANL and the Regional Development Corporation, this community has always disproportionately benefitted from companies receiving VAF funds. VAF staff have identified that the projects 'next on the list' to receive funds each year are generally Santa Fe companies, many of which need only a modest amount to take the next step in their business.

Unique Qualifications:

Over ten years, the VAF has a proven track record, established metrics supported by the experience and expertise of the staff. This includes the selection process, then negotiations and drafting of contracts, and tracking of benchmarks and long term reporting. The City of Santa Fe will pay no administration fees as part of this contract. The City retains the right to overrule any use of these funds. Also, the City will be supporting, leveraging and amplifying the work of key regional partners, which is an explicit goal of the Economic Development Division and also supports the City economic development plan.

In 2015 the VAF program, awarded \$144,000 in which two of the four awardees were a health technology and solar technology companies in the City of Santa Fe. Contributing partners were; Los Alamos National Security (LANS); New Mexico Manufacturing Extension Partnership (MEP); Santa Fe County and Los Alamos County. In the 2014 VAF program, a total of \$407,000 was awarded to 10 companies. Five of the ten companies selected for 2014 VAF funding are based in Santa Fe. Of these Santa Fe companies three are technology companies, one is in product retail and the fifth one is ecology restoration services. A total of \$180,000 was awarded to these five Santa Fe companies.

Request and Recommendation:

Staff recommends approval of the sole source request for the professional services agreement with the Regional Development Corporation for \$40,000 inclusive of applicable gross receipts tax.

Approved Not Approved

Robert Rodarte, Purchasing Officer

Date

Item B



DATE: January 28, 2016

TO: Economic Development Review Committee

FROM: Kate Noble Acting Director, Housing and Community Development Department

RE: Lindsey Harder – Professional Services Agreement for Event Coordination of MIX Santa Fe

BACKGROUND:

The Economic Development Division has supported MIX Santa Fe as a key talent retention and entrepreneurial development initiative. MIX began as a collaboration between the City of Santa Fe, the Santa Fe Chamber of Commerce and engaged individuals. The activities of MIX have always centered around the Third Thursday networking events and crowd sourcing information to inform initiatives. Each event is unique. Locations, food and drink sponsors, the name of the event, DJs and other entertainment are all different for each month. However, certain things remain the same: events are always on the Third Thursday of the month; and nametags and formal speechmaking are not allowed.

MIX has grown exponentially since its inception and in 2015 received recognition from Harvard’s Innovations in Government Program as a ‘Bright Idea’. The application for the 2016 Innovations in Government Program are due in April and, in 2016, MIX is eligible to apply for funding through the program. Over six years, Third Thursday events have attracted a total of almost 15,000 people and total leverage is estimated at approximately \$700,000. Around 250 organizations and businesses have been involved with MIX through event or contest sponsorships, outreach partnerships and initiatives to empower and spotlight talent in the community. In the start-up business plan competition (bizMIX), nearly 40 sponsors have provided prizes, cash and support and approximately 200 submissions have been submitted. 42 startups have participated as finalists in the bizMIX process and of the nine winners selected over four years, all are still in business and growing.

Lindsey Harder was hired in the summer of 2015 on a trial basis after an application and interview process. For each event, she is responsible for securing and managing the location, food sponsor, drink sponsor, graphic designer, photographer, DJ, signage and any other activities or partnerships for the events. She has

The Professional Services Agreement will provide for event design, planning and management services for MIX networking events and is expected to last roughly through 2016. The contract is for \$10,000 and is paid at a rate of \$20 an hour. Hours are tracked according to function for transparency and management purposes. Funding will come from Business Unit 22116 , Line Item 510300.

ITEM AND ISSUE:

Staff requests approval of the Professional Services Agreement with Lindsey Harder for \$10,000.

CITY OF SANTA FE
PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe (the "City") and Lindsey Harder (the "Contractor"). The date of this Agreement shall be the date when it is executed by the City and the Contractor, which ever occurs last.

1. SCOPE OF SERVICES

The Contractor shall provide the following economic development services for the City:

A. Coordination and event design services in order to ensure the success of MIX, a project to retain and connect young professionals and to amplify economic development and entrepreneurial potential in Santa Fe. This includes:

(1) Coordinating and designing all aspects of third Thursday networking events including: outreach to the community, interfacing with host and sponsor businesses, DJs, graphic designers, partner organizations, volunteers and other MIX constituents.

(2) Managing all aspects of event logistics and design including, but not limited to: food and drink service, staging, materials and equipment, set-up and breakdown, any

necessary permitting, event layout, volunteer activities and participation.

(3) Meeting regularly with MIX organizing committee, volunteers, partners, and City economic development staff.

B. Coordinate the activities of volunteers and staff for event logistics and announcements, including publicity and outreach.

C. Support MIX as needed with meeting organization and facilitation and other administrative support for event coordination.

D. Engage in promotion activities geared to attract the greatest possible number of professionals interested in networking and partnerships to enhance Santa Fe's economy. This includes utilizing the MIX website, social media and other creative, low-cost marketing solutions.

E. Provide the following deliverables:

(1) Informal reports to the City Economic Development Division at least once per month.

(2) Staffing at MIX events.

(4) Marketing and outreach for events.

(5) Continuing refinement and improvement of best practices for achieving maximum participation and attendance.

2. STANDARD OF PERFORMANCE; LICENSES

A. The Contractor represents that it possesses the personnel, experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

3. COMPENSATION

A. The City shall pay to the Contractor, for services rendered, a rate of twenty dollars per hour (\$20). The total sum for all services rendered and expenses incurred shall not exceed ten thousand dollars (\$10,000), plus applicable gross receipts taxes.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt and approval by the City of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the City.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City

for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and terminate on December 31, 2016, unless sooner pursuant to Article 6 below.

6. TERMINATION

A. This Agreement may be terminated by the City upon thirty (30) days written notice to the Contractor.

(1) The Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the City original copies of all work product, research or papers prepared under this Agreement.

(2) If compensation is not based upon hourly rates for services rendered, the City shall pay the Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination, and for which compensation has not already been paid.

(3) If compensation is based upon hourly rates and expenses, then Contractor shall be paid for services

rendered and expenses incurred through the date Contractor receives notice of such termination.

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

C. The Contractor shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this contract.

8. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

9. CONFLICT OF INTEREST

The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. Contractor further agrees that in the performance of this Agreement no persons having any such interests shall be employed.

10. ASSIGNMENT; SUBCONTRACTING

The Contractor shall not assign or transfer any rights, privileges, obligations or other interest under this Agreement, including any claims for money due, without the prior written consent of the City. The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City.

11. RELEASE

The Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the City, its officers and employees, from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the City to any obligation not assumed herein by the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INSURANCE

A. Contractor shall obtain and maintain Workers' Compensation insurance, required by law, to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.

13. INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend the City from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever arising from Contractor's performance under this Agreement as well as the performance of Contractor's employees, agents, representatives and subcontractors.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

15. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the City and the Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

16. RECORDS AND AUDIT

The Contractor shall maintain, throughout the term of this Agreement and for a period of three years thereafter, detailed records that indicate the date, time and nature of services rendered. These records shall be subject to inspection by the City, the Department of Finance and Administration, and the State Auditor. The City shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

17. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the City of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this

Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

18. AMENDMENT

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

19. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understandings have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

20. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of services by Contractor hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender,

sexual orientation, physical or mental disability, medical condition, or citizenship status.

21. SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

22. NOTICES

Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

City of Santa Fe:
Housing & Community Development
Department
P.O. Box 909
Santa Fe, NM 87504-0909

Contractor:
Lindsey Harder
351 E Alameda
Santa Fe, NM 87501

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

CITY OF SANTA FE:

CONTRACTOR:
LINDSEY HARDER

BRIAN K. SNYDER, CITY MANAGER

LINDSEY HARDER

DATE: _____

DATE: _____
CRS # _____
City of Santa Fe Business
Registration # _____

ATTEST:

YOLANDA Y. VIGIL
CITY CLERK

APPROVED AS TO FORM:

ADM *1/29/16*

KELLEY A. BRENNAN, CITY ATTORNEY

APPROVED:

OSCAR RODRIGUEZ,
FINANCE DIRECTOR

22116.510340
BUSINESS UNIT/LINE ITEM

Item C



DATE: February 10, 2016
TO: Committee on the Business and Quality of Life
VIA: Kate Noble, Acting Director of Housing and Community Development *KN*
FROM: Zackary Quintero, Economic Development Division *ZQ*
RE: Inspire Santa Fe - Professional Service Agreement (PSA) with Siete Del Norte

Background:

In agreement with the Economic Development Plan, Inspire Santa Fe will be providing professional services that promote workforce readiness and development for Santa Fe's youth. Inspire Santa Fe is a citywide mentoring program that started as a result of the successful mentorship model developed at Monte Del Sol Charter School (MDS). The MDS method connects young people, ages 12-19, with adult mentors. Each adult mentor and youth protégé pair embarks on a nine-month exploration of their shared interest, meeting two hours a week throughout the school year. This model was adopted by Inspire Santa Fe for its program to ensure city-wide success. Because of the successful implementation in the community of this model and because of its proven, time-tested effectiveness, EDD sponsored the initial efforts. The value and exchange for these professional services rendered to the city will be \$30,000. The procurement method used was sole source and this was approved on 12/13/15. Economic Development Review Committee approved on 1/28/16.

Item and Issue:

Inspire Santa Fe will provide the following services to the City for a total of \$30,000 in payment and will be paid according to completion of the phases outlined in the PSA and with detailed invoices and reports for services rendered submitted to the Economic Development Division. The professional service agreement runs through to June 30, 2016.

Services:

- Create and supervise no less than eighty (80) mentorships from five (5) participating schools and/or agencies.
- Recruit, interview, screen, select, and matching mentors to protégés.
- Facilitate training workshops for protégés and mentors in support of the mentorships.
- Document the Inspire Santa Fe program and communicate with press to encourage media coverage.
- Recommendations on establishing a citywide mentorship program.

The contract includes the following minimum benchmarks:

- Reporting a detailed list of school and community partners and age targets and number of mentorships for each projected placement in partner schools.
- A progress report after the mentorship appreciation festival and near the completion of all placements that includes: the current number of student placements in the program and the location of these students.
- A final report including a comprehensive evaluation of the impact of the program on protégés and mentors.

Action Requested:

Staff requests approval of the PSA with funding allocated from business unit 22116 and line item 510340.

CITY OF SANTA FE
PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe (the "City") and Siete Del Norte, CDC, (the "Contractor"). The date of this Agreement shall be the date when it is executed by the City and the Contractor, whichever occurs last.

1. SCOPE OF SERVICES

The Contractor shall provide professional services to administer Inspire Santa Fe, a community mentorship program using the unique model implemented at Monte Del Sol Charter School, for a city-wide program integrating schools, non-profits, families and other community partners. The services are designed to help create professional relationships to enhance both workforce readiness and development for Santa Fe's youth in the community. The contract includes the following services:

A. Create and supervise no less than eighty (80) mentorships from five (5) participating schools and/or agencies (The Masters Program Charter School, Mandela International Magnet School, Tierra Encantada Charter School, Santa Fe High School, Santa Fe Institute); as well as up to five (5) families at-large, and shall include an active participation with the City of Santa Fe to explore the expanding role of mentorship and leadership for all Santa Fe youth, including disconnected youth. This shall include recruiting, interviewing, selecting, and matching mentors to protégés and conducting a mentor screening process to check for safety and suitability of mentors and supervision of the individual mentorships through site visits.

B. Work with each school or agency to ensure a comprehensive understanding of the Inspire Santa Fe program and the needs and the expectations of the schools, agencies and advisors.

C. Collaborate with the participating schools and/or agencies in outreach efforts. Provide criteria and application forms for schools to use to identify potential candidates.

D. Facilitate training workshops for protégés and mentors in support of the mentorships.

E. Facilitate an appreciation event for all participants and a communitywide end of program festival showcasing the protégés work in partnership with the City of Santa Fe.

F. Document the Inspire Santa Fe program and communicate with press to encourage media coverage.

G. Deliverables shall include:

1. A detailed list of school and community partners and age targets and number of mentorships for each projected placement in partner schools. This shall include, but is not limited to:

2. A progress report after the mentorship appreciation festival and near the completion of all placements. This report shall identify the current number and location of student placements in the program and pertinent observations.

3. A final report including a comprehensive evaluation of the impact of the program on protégés and mentors. Including (but not limited to):

- a. Recommendations on a city wide coordinated mentorship program.
- b. Total number of protégés (by host organization) and mentors by field of mentorship.
- c. Socioeconomic patterns of a sample of participants (self-reported).
- d. Number of mentor hours donated from the community.
- e. Value and details of in-kind support for the program.
- f. Summary of mentorship festival, including total participation and attendance.
- g. Summary and evaluation of mentor/ protégé trainings, including total participants and hours trained.
- h. Collated feedback from key stakeholders (staff, school liaisons, protégés, and mentors) for continual evaluation and modification of the program.
- i. Financial analysis of program and projection for 2016/2017.

4. Public acknowledgement of businesses where Inspire mentorships happen, which may include banners/posters, newspaper ads, or other ways of bringing the program into the public eye.

In furtherance of the foregoing, The City of Santa Fe shall provide logistical support to Contractor (e.g., helping to locate and schedule a venue) and shall make public venues available for use by Contractor (if such public venues are available for

use) for hosting the Mentor Appreciation night and the Mentorship Festival events, exact dates and requirements to be agreed upon by the parties.

2. STANDARD OF PERFORMANCE; LICENSES

A. The Contractor represents that it possesses the experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

3. COMPENSATION

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed thirty thousand dollars (\$30,000), inclusive of applicable gross receipts taxes. Payment shall be made upon receipt and approval of invoices and according to the following schedule:

1. Fifteen thousand dollars (\$15,000) upon a detailed list of school and community partners and age targets and number of mentorships for each projected placement in partner schools.

2. Ten thousand dollars (\$10,000) upon receipt and approval of a progress report after the mentorship appreciation festival and near the completion of all placements.

3. Five thousand dollars (\$5,000) upon receipt and approval of the final report.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt, approval and acceptance by the City of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the City.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and shall terminate on June 30, 2016 unless sooner pursuant to Article 6 below.

6. TERMINATION

A. This Agreement may be terminated by the City upon 30 days written notice to the Contractor. Upon termination:

(1) The Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the City original copies of all work product, research or papers prepared under this Agreement.

(2) If compensation is not based upon hourly rates for services rendered, therefore the City shall pay the Contractor for the reasonable value of

services satisfactorily performed through the date Contractor receives notice of such termination, and for which compensation has not already been paid.

(3) If compensation is based upon hourly rates and expenses, Contractor shall be paid for services rendered and expenses incurred through the date Contractor receives notice of such termination.

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

C. The Contractor shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this Agreement.

8. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

9. CONFLICT OF INTEREST

The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. Contractor further agrees that in the performance of this Agreement no persons having any such interests shall be employed.

10. ASSIGNMENT; SUBCONTRACTING

The Contractor shall not assign or transfer any rights, privileges, obligations or other interest under this Agreement, including any claims for money due, without the prior written consent of the City. The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City.

11. RELEASE

The Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the City, its officers and employees, from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the City to any obligation not assumed herein by the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INSURANCE

A. The Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form

and with an insurance company acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. The City shall be notified no less than 30 days in advance of cancellation for any reason. The Contractor shall furnish the City with a copy of a Certificate of Insurance as a condition prior to performing services under this Agreement.

B. Contractor shall also obtain and maintain Workers' Compensation insurance, required by law, to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.

C. Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

13. INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend the City from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever arising from Contractor's performance under this Agreement as well as the performance of Contractor's employees, agents, representatives and subcontractors.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

15. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the City and the Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

16. RECORDS AND AUDIT

The Contractor shall maintain, throughout the term of this Agreement and for a period of three years thereafter, detailed records that indicate the date, time and nature of services rendered. These records shall be subject to inspection by the City, the Department of Finance and Administration, and the State Auditor. The City shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

17. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the City of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the

laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

18. AMENDMENT

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

19. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understandings have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

20. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of services by Contractor hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

21. SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

22. NOTICES

Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

City of Santa Fe:
Housing & Community Development
Department
PO Box 909
Santa Fe, NM 87504

Contractor:
Siete del Norte, CDC
PO Box 400
Embudo, NM 87531

cc: Todd Lopez, President
Siete del Norte, CDC
PO Box 2246
Santa Fe, NM 87504-2246

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

CITY OF SANTA FE:

CONTRACTOR:
SIETE DEL NORTE, CDC

BRIAN K. SNYDER,
CITY MANAGER

By: _____
Todd Lopez
Title: President

DATE: _____

Date: _____
CRS# 01-796145-00
City of Santa Fe Business
Registration # 16-00133668

ATTEST:

YOLANDA Y. VIGIL
CITY CLERK

APPROVED AS TO FORM:

KABM *1/25/16*
KELLEY A. BRENNEN, CITY ATTORNEY

APPROVED:

OSCAR RODRIGUEZ,
FINANCE DIRECTOR

22116.510340
Business Unit Line Item

Item D

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2016-____
Arts + Creativity Center

SPONSOR(S): Councilors Rivera and Trujillo, Mayor Gonzales and Councilor Ives

SUMMARY: The proposed resolution contributes property and resources to New Mexico Inter-Faith Housing Community Development Corporation for development of the Santa Fe Arts+Creativity Center low income housing tax credit project pursuant to the Affordable Housing Act.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: February 12, 2016

ATTACHMENTS: Resolution
Exhibit A
FIR

1 **CITY OF SANTA FE, NEW MEXICO**

2 **RESOLUTION 2016-___**

3 **INTRODUCED BY:**

4
5 Councilor Christopher M. Rivera

6 Councilor Ronald S. Trujillo

7 Mayor Javier M. Gonzales

8 Councilor Peter N. Ives

9
10 **A RESOLUTION**

11 **CONTRIBUTING PROPERTY AND RESOURCES TO NEW MEXICO INTER-FAITH**
12 **HOUSING COMMUNITY DEVELOPMENT CORPORATION FOR DEVELOPMENT OF**
13 **THE SANTA FE ARTS+CREATIVITY CENTER LOW INCOME HOUSING TAX CREDIT**
14 **PROJECT PURSUANT TO THE AFFORDABLE HOUSING ACT.**

15
16 **WHEREAS**, it is the policy of the City of Santa Fe to provide incentives and encourage
17 proposals that support the production, acquisition and redevelopment of rental housing in mixed
18 income developments; and

19 **WHEREAS**, the City's Housing Needs Assessment (2013) identified an urgent need for
20 rental housing serving households below fifty percent of area median income; and

21 **WHEREAS**, the planning and predevelopment of the Santa Fe Arts + Creativity Center Low
22 Income Housing Tax Credit Project (the "Project") has been supported by City Council Resolutions
23 2014-13 and 2015-24; and

24 **WHEREAS**, the city intends to donate a parcel of land as shown in the attached Exhibit A of
25 a size that is sufficient for the Project which will serve households earning from thirty to sixty percent

1 of median income, with at least fifty affordable live/work rental units, and a portion of market rate
2 live/work rental units not to exceed fifteen percent of the total project, dedicated outdoor amenities,
3 green space, and shared facilities for residents; and

4 **WHEREAS**, the land that the City intends to donate for the Project is located in both a
5 majority Low- and Moderate-Income Census Tract and a Qualified Census Tract as designated by the
6 U.S. Department of Housing and Urban Development; and

7 **WHEREAS**, the proposed land donation and the Project conform to the City of Santa Fe
8 Five-Year Strategic Housing Plan "Affordable Housing Element" adopted in conformance to the
9 Affordable Housing Act by Ordinance No. 2007-23 pursuant to the express statutory authority
10 conferred upon municipalities to enact a housing code pursuant to Section 3-1 7-6A(8) NMSA 1978;
11 to enact ordinances pursuant to its police power, Section 3-17-1 B NMSA 1978; to provide for
12 affordable housing pursuant to subsections E and F of Art. 9, §14, of the New Mexico Constitution
13 and the Affordable Housing Act(§§ 10 6-27-1 through 6-27-8 NMSA 1978) and in particular to
14 provide a portion of the cost of financing and/or authorizing housing assistance grants for the purpose
15 of affordable housing pursuant to Section 6-27-5 NMSA 1978 (2007), and pursuant to any and all
16 such other authority as may be applicable including but not limited to the city's recognized authority
17 to protect the general welfare of its citizens; and

18 **WHEREAS**, the City also intends to provide additional donations related to City
19 development water budget fees, impact fees, construction permit and plan review fees, water and
20 wastewater utility expansion charges and other valuable incentives to the Project; and

21 **WHEREAS**, the above referenced donations will be contributed to the Project without debt
22 or interest pursuant to the terms of a land use regulatory agreement.

23 **NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE**
24 **CITY OF SANTA FE** that the City will provide to the Project the donations as described above in an
25 amount equal to at least ten percent (10%) of the Project's development costs as a direct grant to the

1 Project in furtherance of a competitive LIHTC application. The City's donations shall be made in the
2 form of a grant subject to the terms of a land use regulatory agreement requiring an affordability
3 period of forty-five (45) years running concurrently with requirements imposed by the New Mexico
4 Mortgage Finance Authority and specifying the requirement for consistency with the Low Income
5 Housing Tax Credit program requirements serving targeted low income clientele.

6 **BE IT FURTHER RESOLVED** that City staff is directed to work with the Project
7 developer to bring forward to the governing body an application to rezone the donated parcel to an
8 appropriate commercial zoning category to accommodate the proposed uses for the site, including
9 multi-family residential and shared community spaces.

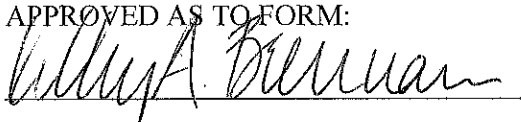
10 **AND, BE IT FURTHER RESOLVED** that the City Council of the City of Santa Fe hereby
11 directs city staff to provide an executed copy of this resolution to Santa Fe County.

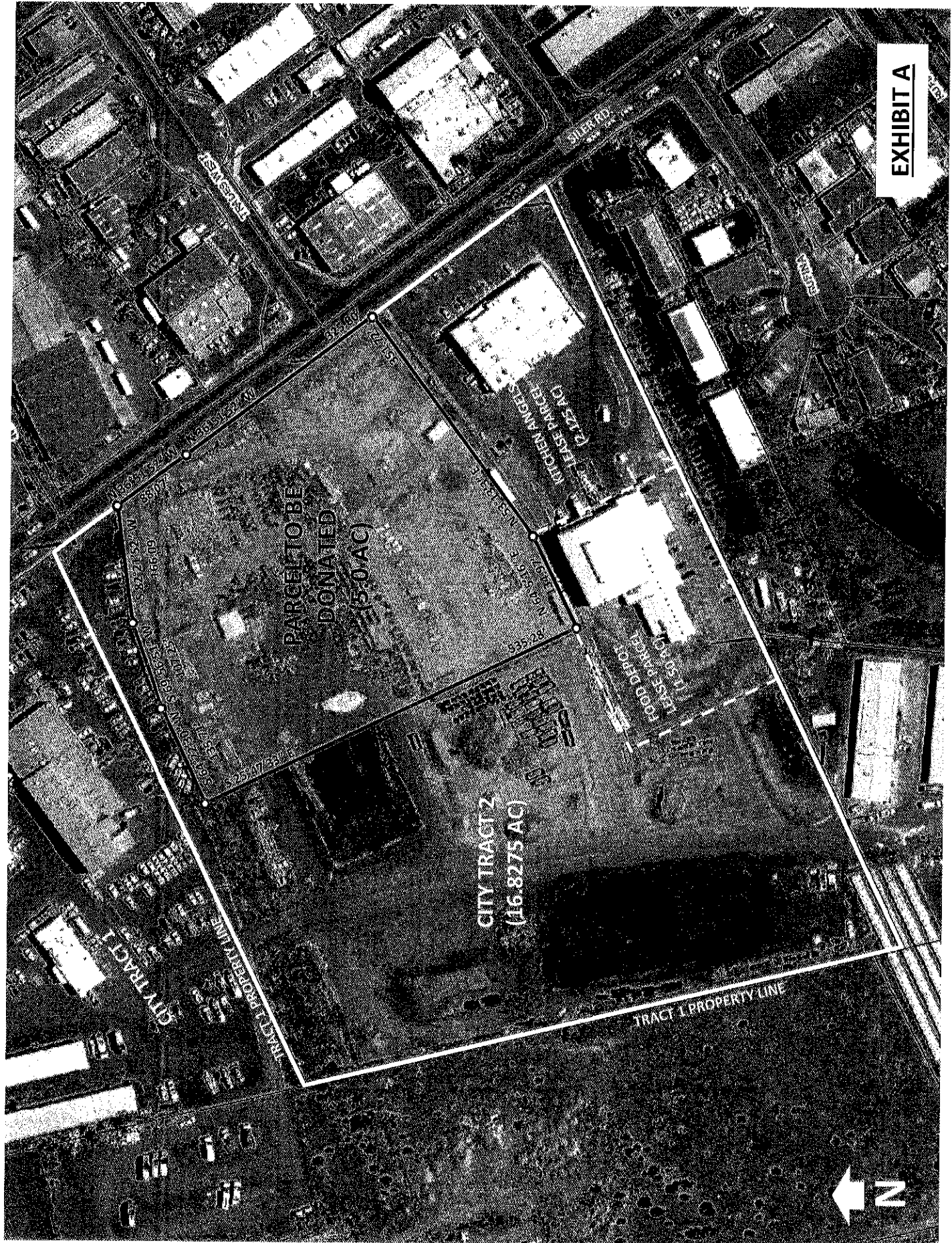
12
13 PASSED, APPROVED and ADOPTED, this _____ day of _____, 2016.

14
15 _____
16 JAVIER M. GONZALES, MAYOR

17 ATTEST:

18 _____
19 YOLANDA Y. VIGIL, CITY CLERK

20
21 APPROVED AS TO FORM:
22 
23 KELLEY A. BRENNAN, CITY ATTORNEY



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 Contributing Property and Resources to New Mexico Inter-Faith Housing Community Development Corporation for Development of the Santa Fe Arts+Creativity Center Low Income Housing Tax Credit Project Pursuant to the Affordable Housing Act.

Sponsor(s): Councilor Rivera, Mayor Gonzales, Councilor Trujillo

Reviewing Department(s): Housing and Community Development; Asset Development Office

Persons Completing FIR: Alexandra Ladd; Matthew O'Reilly ^{MGO} Date: 2/12/16 Phone: x 6346; x 6213

Reviewed by City Attorney:  Date: 2-12-16
(Signature)

Reviewed by Finance Director:  Date: 2-12-2016
(Signature)

Section B. Summary

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

The Resolution expresses the support of the City Council for donating a 5-acre parcel of land located on Siler Road for the purposes of constructing a Low Income Housing Tax Credit (LIHTC) apartment project. The 5-acre parcel is currently part of the City-owned complex and per the Resolution would support a minimum of 50 affordable units and a number of market rate units, designed as live/work spaces for entrepreneurs and other creative professionals. Specifically, the Resolution also directs staff to work with the project developer to bring forward a rezoning application for the donated parcel.

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

CHECK HERE IF NO FISCAL IMPACT

1	2	3	4	5	6	7	8
Expenditure Classification	FY 2015/16	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY 2016/17	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ 1,524,600 <i>(Land Value)</i>	_____	NR	Econ. Dev.
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
Total:	\$ _____			\$ _____			

* 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.

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 project contemplated by the Resolution is proposed to be constructed on five (5) acres of city-owned property and to consist of a minimum of fifty (50) rental units that will comply with the affordability requirements of the Low Income Housing Tax Credit program and a number of market rate rental units along with outdoor amenities and shared facilities for residents and possibly the wider community. The total construction cost of the project has been estimated at \$13 to \$15 million. Based on the above the total contribution of the city is calculated below:

Land Donation (A)

The land donated by the city has an estimated fair market value of \$6.00 to \$8.00 per square-foot. Assuming a middle value of \$7.00 per square-foot the total value of the land donation would be:

\$1,524,600

Affordable Housing Fee Waivers (B)

City code currently provides for a number of fee waivers for affordable housing construction projects. Assuming that sixty (60) affordable housing units will be constructed, the total fee waivers are detailed below:

<u>Impact Fee Waivers (60 units X \$2,457):</u>	<u>\$ 147,420</u>
<u>Building Permit Fees waived (Assuming \$10 million attributable to affordable units):</u>	<u>\$ 45,493</u>
<u>Building Plan Review Fees waived (50% of Permit Fees):</u>	<u>\$ 22,747</u>
<u>Secondary Permit Fees waived (estimated electrical, mechanical, plumbing, etc.):</u>	<u>\$ 5,000</u>
<u>Wastewater UEC waived (60 units X \$561):</u>	<u>\$ 33,660</u>
<u>Water UEC waived [60 units X (\$2,103 - \$800)]:</u>	<u>\$ 78,180</u>
<u>Development Review Fees waived (Assuming \$10 million attributable to affordable units):</u>	<u>\$ 18,000</u>
<u>HOMES Program requirements/Fees waived (Estimated):</u>	<u>\$ 50,000</u>
<u>TOTAL Waived Fees/Charges:</u>	<u>\$ 400,500</u>

TOTAL CITY CONTRIBUTION (A + B):

\$1,925,100

The Resolution does not propose to change existing code provisions related to affordable housing. Therefore in terms of changes in projected revenue or expenditures the Affordable Housing Fee waivers, while beneficial by reducing development costs, can be considered revenue/expenditure neutral to the city as they represent the city's current expectations related to affordable housing construction. As such these waiver amounts are not included in Section C of this report.

Further, although beyond the scope of this FIR, the construction of the proposed project would certainly have wider fiscal benefits to the city through increased construction revenue associated with the market rate segment of the project and other secondary economic effects of the project's development.

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 identified.

2. Consequences of Not Enacting This Bill/Resolution:

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

The donation of the parcel is integral to putting together a successful application for LIHTC funding. The donation provides the opportunity to win application points for a "municipal contribution" and without it, the application is not likely to outscore other competitive projects. If LIHTC funding is not awarded, the Arts+Creativity Center as currently contemplated will not be constructed.

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.

None identified. The Governing Body previously authorized a property donation up to five (5) acres for this project.

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.

Current demographic statistics and rental market data reveal that there is potential shortage of over 2,000 rental units in Santa Fe. This number is arrived at by comparing the number of renters by income category to the number of units rented at levels that are affordable to those same income categories. A project such as the A+CC serves to meet this inventory gap for affordable rental units as well as providing space that is especially designed to support home-occupation based business, and supplemental spaces for potentially for light manufacturing activities, performance-based art, visual displays and related retail. The wider benefit of this project is to be a catalyst for redevelopment in the area where in addition to historically industrial are appearing a variety of creative uses. The project's central location and proximity to transit, trail systems and nearby amenities place it in an area suitable for redevelopment.