



# Agenda

FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
JANUARY 3, 2017 – 5:00 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA

CITY CLERK'S OFFICE

DATE 12/15/16 TIME 2:35pm

SERVED BY Yolanda Green

RECEIVED BY [Signature]

## INFORMATIONAL ITEM

5. Performance Audit – Temporary and Seasonal Employees – Human Resources.  
(Liza Kerr and Lynette Trujillo)

## CONSENT AGENDA

6. Request for Approval of Bid No. 17/10/B in the Amount of \$659,114 – Procurement of Two (2) Automated Side-Load Collection Vehicles for Environmental Services Division; Rush Truck Center. (Lawrence Garcia)
7. Request for Approval of Bid No. 17/11/B in the Amount of \$602,752 – Procurement of Two (2) Front-Loading Collection Vehicles for Environmental Services Division; Bruckner's . (Lawrence Garcia)
8. Request for Approval of Agreement and Budget Amendment in the Amount of \$280,000 – 2015 State of New Mexico Severance Tax Bond Capital Appropriation Project; State of New Mexico Department of Finance and Administration. (David Chapman)
9. Request for Approval of Professional Services Agreement in the Amount of \$280,000 – Project Manager and Related Services; Kitchen Angels, Inc. (David Chapman)
10. Request for Concept Approval of the Sale and Partial Vacation of Right-of-Way of a Portion of the Camino Cabra Right-of-Way Containing Approximately 500 Square Feet Adjoining the Easterly Boundary of 514 Camino Cabra; Bryan P. Biedcheid and Jennifer A. Biedcheid. (Matthew O'Reilly)
11. Request for Approval of Lease Agreement – Portion of the S. Guadalupe Street Right-of-Way Containing Approximately 350 Square Feet Adjoining the Westerly Boundary of 435 S. Guadalupe Street by ZULU Properties II LP. (Matthew O'Reilly)



# Agenda

**FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
JANUARY 3, 2017 – 5:00 P.M.**

12. Request for Approval of Budget Amendment in the Amount of \$141,776 Funding for Wildland Prevention Projects for Fire Department. (Greg Gallegos)
13. Request for Approval of Donation of 2008 and 2009 Chevrolet Trucks – One (1) to Rio Arriba County and One (1) to San Miguel County from Police Department Fleet. (Eric Sanchez)
14. Request for Approval of Sub-Grant Agreement and Budget Amendment in the Amount of \$108,000 – 2016 State Homeland Security Grant Program; U.S. Department of Homeland Security Transportation Security Administration. (David Silver)
15. Request for Approval of Professional Services Agreement in the Amount of \$20,000 – Conduct Background and Screening Checks for Candidates Selected for Positions within the City of Santa Fe (RFP #17/03/P); Kelmar Global Private Investigations and Security. (Lynette Trujillo)
16. Request for Approval of Amendment No. 1 to Professional Services Agreement in the Amount of \$59,260.48 – GRT Reimbursement for Data Consultant Services for Children and Youth Commission; Jill S. Reichman, Ph.D. (Julie Sanchez)
17. Request for Approval of Consolidated Project Grant Agreements and Budget Amendment in the Amount of \$72,335 – End Driving While Impaired (ENDWI) Project, Buckle Up (BLKUP)/Click it or Ticket (CIOT) Project, Selective Traffic Enforcement Program (STEP) and 100 Days & Nights of Summer (DNOS) Project; New Mexico Department of Transportation. (Patrick Gallagher)
18. Request for Approval of Procurement Under Federal Price Agreement and Amendment of Addendum in the Amount of \$240,344.23 – Time and Attendance Software Subscriptions and Implementation Services and Equipment for ITT Department; immixTechnology, Inc. (Renee Martinez)
19. Request for Approval of Emergency Procurement and Professional Services Agreement in the Amount of \$10,000 – Emergency Support Services with Daily Work Order Requests for ITT Department; Mountain River Consulting, Inc. (Larry Worstell)
20. Request for Approval of Amendment No. 2 in the Amount of \$38,296.44 – City of Santa Fe Asset Management Plan for Additional Services Described in Exhibit "D"; Ameresco, Inc. (John Alejandro)
21. Request for Approval of Budget Adjustment Resolution to Balance MRC Funds in Deficit. (Andrew Hopkins)



# Agenda

**FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
JANUARY 3, 2017 – 5:00 P.M.**

22. Request for Approval of an Ordinance Amending Ordinance No. 2016-22 From the *2008 General Obligation (Go) Bond* for the Purpose of Revising the Reallocation of Funds Designated for Various City Park Improvements to Reconcile Projects. (Councilor Dominguez) (Becky Casper)

**Committee Review:**

Public Works Committee (approved)	12/12/16
City Council (request to publish -- approved)	12/14/16
City Council (public hearing)	01/11/17

Fiscal Impact – No - As a reallocation of funds, no additional funds are required.

23. Request for 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 Project Pursuant to the Affordable Housing Act. (Councilors Harris and Ives) (Alexandra Ladd)

**Committee Review:**

Public Works Committee (approved)	12/12/16
City Business Quality of Life Committee (approved)	12/14/16
City Council (scheduled)	01/11/17

Fiscal Impact – No

24. Request for Approval of a Resolution Amending Resolution 2015-42 Relating to the Parks and Recreation Advisory Commission by Permitting Residents of Santa Fe County to Serve on the Commission. (Mayor Gonzales) (Robert Carter)

**Committee Review:**

Public Works Committee (approved with amendment)	11/07/16
Parks and Recreation Advisory Commission (scheduled)	12/20/16
City Council (scheduled)	01/11/17

Fiscal Impact – No

**END OF CONSENT AGENDA**



# Agenda

FINANCE COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
JANUARY 3, 2017 – 5:00 P.M.

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## INFORMATION ONLY

25. Recommended Police Officers Retention Plan (Resolution No. 2016-19).  
(Patrick Gallagher)
26. MATTERS FROM STAFF
27. MATTERS FROM THE COMMITTEE
28. ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521.

**SUMMARY INDEX  
FINANCE COMMITTEE MEETING  
Tuesday, January 3, 2017**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
CALL TO ORDER & ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved [amended]	2
APPROVAL OF CONSENT AGENDA	Approved [amended]	2
CONSENT AGENDA LISTING		2-4
<b><u>INFORMATIONAL ITEM</u></b>		
PERFORMANCE AUDIT – TEMPORARY AND SEASONAL EMPLOYEES – HUMAN RESOURCES	Presentation/discussion	4-6
<b><u>INFORMATION ONLY</u></b>		
RECOMMENDED POLICE OFFICERS RETENTION PLAN (RESOLUTION NO. 2016-19)	Presentation/discussion	7-13
<b><u>CONSENT CALENDAR DISCUSSION</u></b>		
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$280,000 – PROJECT MANAGER AND RELATED SERVICES; KITCHEN ANGELS, INC.	Approved	13
REQUEST FOR APPROVAL OF BUDGET ADJUSTMENT IN THE AMOUNT OF \$141,776 FUNDING FOR WILDLAND PREVENTION PROJECTS FOR FIRE DEPARTMENT	Approved	13-16
REQUEST FOR APPROVAL OF DONATION OF 2008 AND 2009 CHEVROLET TRUCKS – ONE (1) TO RIO ARriba COUNTY AND ONE (1) TO SAN MIGUEL COUNTY FROM POLICE DEPARTMENT FLEET	Approved	16-17

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$20,000 – CONDUCT BACKGROUND AND SCREENING CHECKS FOR CANDIDATES SELECTED FOR POSITIONS WITHIN THE CITY OF SANTA FE (RFP #27/40/P); KELMAR GLOBAL PRIVATE INVESTIGATIONS AND SECURITY	Approved	17-20
REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$59,260.48 – GRT REIMBURSEMENT FOR DATA CONSULTANT SERVICES FOR CHILDREN AND YOUTH COMMISSION; JILL S. REICHMAN, Ph.D.	Approved	20-21
REQUEST FOR PROCUREMENT UNDER FEDERAL PRICE AGREEMENT AND AMENDMENT OF ADDENDUM IN THE AMOUNT OF \$240,344.23 – TIME AND ATTENDANCE SOFTWARE SUBSCRIPTIONS AND IMPLEMENTATION SERVICES AND EQUIPMENT FOR ITT DEPARTMENT; IMMIX TECHNOLOGY, INC.	Approved	21-24
REQUEST FOR APPROVAL OF AMENDMENT NO. 2 IN THE AMOUNT OF \$38,296.44 – CITY OF SANTA FE ASSET MANAGEMENT PLAN FOR ADDITIONAL SERVICES DESCRIBED IN EXHIBIT "D;" AMERESCO, INC.	Approved	24-26
REQUEST FOR APPROVAL OF BUDGET ADJUSTMENT RESOLUTION TO BALANCE MRC FUNDS IN DEFICIT	Approved	26-28
REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION 2015-42 RELATING TO THE PARKS AND RECREATION ADVISORY COMMISSION BY PERMITTING RESIDENTS OF SANTA FE COUNTY TO SERVE ON THE COMMISSION	Postponed to 01/17/16	28-29
***** END OF CONSENT CALENDAR DISCUSSION *****		
MATTERS FROM STAFF	Information/discussion	29-31
MATTERS FROM THE COMMITTEE	Information/discussion	32
ADJOURN		32

**MINUTES OF THE  
CITY OF SANTA FE  
FINANCE COMMITTEE**  
Monday, January 3, 2017

**1. CALL TO ORDER**

A meeting of the City of Santa Fe Finance Committee was called to order by Councilor Signe I. Lindell, Acting Chair, at approximately 5:00 p.m., on Monday, January 3, 2017, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT:**

Councilor Signe I. Lindell, Acting Chair  
Councilor Mike Harris  
Councilor Peter N. Ives  
Councilor Renee Villarreal

**MEMBERS EXCUSED:**

Carmichael A. Dominguez, Chair

**OTHERS ATTENDING:**

Adam Johnson, Acting Director, Finance Department  
Yolanda Green, Finance Department  
Melessia Helberg, Stenographer.

There was a quorum of the membership in attendance for the conducting of official business.

**NOTE: All items in the Committee packets for all agenda items are incorporated herewith to these minutes by reference. The original Committee packet is on file in the Finance Department.**

**3. APPROVAL OF AGENDA**

**MOTION:** Councilor Harris moved, seconded by Councilor Villarreal, to approve the agenda, with an amendment to move Item #25 to follow Item #5.

**DISCUSSION:** Councilor Harris said the amendment would put the two discussion items together.

**VOTE:** The motion was approved unanimously on a voice vote.

**4. APPROVAL OF CONSENT AGENDA**

**MOTION:** Councilor Ives moved, seconded by Councilor Harris, to approve the following Consent Agenda as amended.

**VOTE:** The motion was approved unanimously on a voice vote.

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**CONSENT AGENDA**  
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6. **REQUEST FOR APPROVAL OF BID NO. 17/10/B IN THE AMOUNT OF \$659,114 –  
PROCUREMENT OF TWO (2) AUTOMATED SIDE-LOAD COLLECTION VEHICLES FOR  
ENVIRONMENTAL SERVICES DIVISION; RUSH TRUCK CENTER. (LAWRENCE GARCIA)**
7. **REQUEST FOR APPROVAL OF BID NO. 17/11/B IN THE AMOUNT OF \$602,752 -  
PROCUREMENT OF TWO (2) FRONT-LOADING COLLECTION VEHICLES FOR  
ENVIRONMENTAL SERVICES DIVISION; BRUCKNER'S. (LAWRENCE GARCIA)**
8. **REQUEST FOR APPROVAL OF AGREEMENT AND BUDGET AMENDMENT IN THE AMOUNT  
OF \$280,000 – 2015 STATE OF NEW MEXICO SEVERANCE TAX BOND CAPITAL  
APPROPRIATION PROJECT; STATE OF NEW MEXICO, DEPARTMENT OF FINANCE AND  
ADMINISTRATION. (DAVID CHAPMAN)**
9. ***[Removed for discussion by Councilor Harris]***
10. **REQUEST FOR CONCEPT APPROVAL OF THE SALE AND PARTIAL VACATION OF RIGHT-  
OF-WAY OF A PORTION OF THE CAMINO CABRA RIGHT-OF-WAY CONTAINING  
APPROXIMATELY 500 SQUARE FEET ADJOINING THE EASTERLY BOUNDARY OF 514  
CAMINO CABRA; BRYAN P. BIEDCHEID AND JENNIFER A. BIEDCHEID.**



11. REQUEST FOR APPROVAL OF LEASE AGREEMENT – PORTION OF THE S. GUADALUPE STREET RIGHT-OF-WAY CONTAINING APPROXIMATELY 350 SQUARE FEET ADJOINING THE WESTERLY BOUNDARY OF 435 S. GUADALUPE STREET BY ZULU PROPERTIES II LP. (MATTHEW O'REILLY.
12. *[Removed for discussion by Councilor Harris and Councilor Villarreal]*
13. *[Removed for discussion by Councilor Villarreal]*
14. REQUEST FOR APPROVAL OF SUB-GRANT AGREEMENT AND BUDGET AMENDMENT IN THE AMOUNT OF \$108,000 – 2016 STATE HOMELAND SECURITY GRANT PROGRAM; U.S. DEPARTMENT OF HOMELAND SECURITY TRANSPORTATION SECURITY ADMINISTRATION. (DAVID SILVER)
15. *[Removed for discussion by Councilor Harris]*
16. *[Removed for discussion by Councilor Lindell]*
17. REQUEST FOR APPROVAL OF CONSOLIDATED PROJECT GRANT AGREEMENTS AND BUDGET AMENDMENT IN THE AMOUNT OF \$72,335 – END DRIVING WHILE IMPAIRED (ENDWI) PROJECT, BUCKLE UP (BLKUP)/CLICK IT OR TICKET (CIOT) PROJECT, SELECTED TRAFFIC ENFORCEMENT PROGRAM (STEP) AND 100 DAYS & NIGHTS OF SUMMER (DNOS) PROJECT; NEW MEXICO DEPARTMENT OF TRANSPORTATION. (PATRICK GALLAGHER)
18. *[Removed for discussion by Councilor Lindell]*
19. REQUEST FOR APPROVAL OF EMERGENCY PROCUREMENT AND PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$10,000 – EMERGENCY SUPPORT SERVICES WITH DAILY WORK ORDER REQUESTS FOR ITT DEPARTMENT; MOUNTAIN RIVER CONSULTING, INC. (LARRY WORSTELL)
20. *[Removed for discussion by Councilor Harris]*
21. *[Removed for discussion by Councilor Harris]*
22. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING ORDINANCE NO. 2016-22 FROM THE 2008 GENERAL OBLIGATION (GO) BOND FOR THE PURPOSE OF REVISING THE REALLOCATION OF FUNDS DESIGNATED FOR VARIOUS CITY PARK IMPROVEMENTS TO RECONCILE PROJECTS (COUNCILOR DOMINGUEZ). (BECKY CASPER) Committee Review: Public Works Committee (approved) 12/12/16; City Council (request to publish (approved) 12/07/16; and City Council (public hearing) 01/11/17. Fiscal Impact - No. As a reallocation of funds, no additional funds are required.

23. REQUEST FOR 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 PROJECT PURSUANT TO THE AFFORDABLE HOUSING ACT (COUNCILOR HARRIS AND IVES). (ALEXANDRA LADD)  
 ) Committee Review: Public Works Committee (approved) 12/12/16; City Business Quality of Life Committee (approved) 12/14/16; and City Council (scheduled) 01/11/17. Fiscal Impact - No.

24. *[Removed for discussion by Councilor Lindell]*

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**END OF CONSENT AGENDA**  
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**INFORMATIONAL ITEM**

5. **PERFORMANCE AUDIT – TEMPORARY AND SEASONAL EMPLOYEES – HUMAN RESOURCES. (LIZA KERR AND LYNETTE TRUJILLO)**

A power point presentation *Temporary & Seasonal Employee's Audit – Human Resources*, prepared by Liza Kerr, Internal Auditor, is incorporated herewith to these minutes as Exhibit "1."

A copy of *Table 2 - Medical Benefits*, entered for the record by Liza Kerr, is incorporated herewith to these minutes as Exhibit "2."

Ms. Kerr presented information regarding this matter. Please see Exhibits "1," and "2," for specifics of this presentation.

Ms. Kerr thanked Lynette Trujillo for her help during the audit.

*The Governing Body commented and asked questions as follows:*

- Councilor Harris asked if this Amended Report will go to the Governing Body – will she be providing the same information to the full Governing Body.

Ms. Kerr said the next page is called Feedback, and she would like feedback from the Governing Body, noting the Ordinance doesn't specify what is to be done. It says it provides she will provide all audits to the Governing Body via the Finance Committee. She asked if they would like it to go to the Governing Body, and if so how it will be presented, as a quick summary or on the consent agenda as an informational item.

- Councilor Harris said he thinks it should go to the Governing Body. The Report is 22 pages, is manageable, very clearly stated and is a good document. He said changes she discussed, the job types, target dates in particular would be valuable. He is surprised and disappointed this has gone

on this long – it has gone on too long, but doesn't know why or who. He said she made a short reference to the ERP and how that hopefully will identify these situations before they linger for 17 years in some cases. He said he would like a little more information about the ERP and the system can short-stop these kind of situations.

- Councilor Ives said he thinks it is appropriate to present it to the Finance Committee, and it is important to send it to the entire Council, and it makes sense to do it as an informational item at Finance and on consent at the Council meeting. He said having the full audit attached is very helpful. He said his only questions are relating to liability which she answered.
- Councilor Villarreal said she is okay with it being a consent item at Council. She said when it is informational, everyone has to pay attention and she thinks it's something we need to pay attention to, which has gone on too long. She said H.R. talked about design and implementation, monitoring procedures and compliance. She asked if that was just for ERP or if they will be using other mechanisms.

Lynette Trujillo, Director, Human Resources Department, said when she first came on board about a year ago, there were a bunch of E-90 employees who had been with the City a lot longer than 90 days. She said they addressed that by presenting those employees during the budget process and converting those people, or asking them apply for the positions, or their appoint expired. She said she is working with PERA and offering medical benefits to these employees who have been here for a long time. She said the temporaries were hired when there wasn't a lot of money for positions, and at that time we weren't required to pay those benefits. She said things have changed over time with the Affordable Care Act, and now all of them have health coverage, or they have insurance benefits through their spouse.

Ms. Trujillo continued, saying regarding PERA, those have been back-paid, and she is working with PERA to resolve the interest and penalty. She doesn't have the total amount. She said in terms of policies and things in place to prevent this in the future, we are now asking all Departments requesting to hire a temporary employee to provide an initial Personnel Action Form to hire them, as well as one with the signature of that employee "expiring that appointment." This should prevent any further long term, temporary employees. Our Personnel Rules allow a temporary employee to be employed up to one year, and if they will be in the position longer than 9 months, they start the PERA benefits right away. She said the ERP system will allow us to enter the date of employment along with the expiration/end date. She said hopefully this will resolve those issues.

Ms. Trujillo continued, saying the Personnel Rules and Regulations are being updated, noting quite a few of them are very old, and antiquated, and they have to enter the new Rules and Regulations, so they are working on this as well.

- Councilor Villarreal said then the ERP would "flag you all in H.R. so you would notify the Manager of that Division or Department."

Ms. Trujillo said yes, it will let them know this person's expiration of appointment is coming up. We will need to go into the system to change the expiration date, or they will be done with their employment with the City.

- Councilor Villarreal said then all of those identified in the audit have been addressed.

Mr. Trujillo said, "They have all been taken care of."

- Councilor Harris asked a reasonable expectation for HR to have a complete and comprehensive policy update.

Ms. Trujillo said she was hoping to do this by December of last year, but with the different implementations and different systems it take a little time, including running it by the unions, but she is hoping to have everything done by the end of the fiscal year.

- Councilor Ives asked how this possibly could have happened. He would hope there is some follow-up to understand how this could happen and how it happened in the particular instance. He hopes she has an opportunity to take this up with the City Manager, because it is the most glaring problem identified here. He said this suggests that "somebody is sleeping at the wheel." He doesn't know the specifics and doesn't want to characterize it incorrectly, but it does seem to be an incredibly significant failing. He appreciates the audit was conducted and hopes there is follow-up with the City Manager on how this happened and if there is an appropriate response that should be taken. He said if he were the City Manager, he would be asking a lot of hard questions of people.

Adam Johnson, Acting Director, Finance Department, said, "One suggestion, back to the request for feedback, is that Internal Audit presentations be taken as action items in the future and not informational."

- Acting Chair Lindell asked when this audit commenced.

Ms. Kerr said July 8, 2016.

- Acting Chair Lindell congratulated Ms. Kerr and Ms. Trujillo for getting through this so quickly, and to have made changes so quickly. She said, "I think that is at the speed of light in how organizations sometimes move, so kudos to both of you for moving on this so quickly and correcting this. I appreciate that very much."

Ms. Kerr thanked the Finance Department for furnishing her the right tools with which to do the audit.

## INFORMATION ONLY

### **25. RECOMMENDED POLICE OFFICERS RETENTION PLAN (RESOLUTION NO. 2016-19). (PATRICK GALLAGHER)**

Acting Chair Lindell said, "I would just say for the record, that we are here to have a presentation. We may have questions. But it is also such that the suggestions are subject to a number of variables and must be negotiated with the union prior to implementation, and we are not here to do that negotiation. So just a friendly reminder to all."

Chief Gallagher said the Albuquerque Police Department, in order to attract people to its Police Department, has reduced the time for lateral transfers, increased the salary of the lateral transfer with 2 years of experience to \$28 per hour, and entering with 100 hours of sick and vacation time, with an \$8,000 signing bonus. He doesn't know if any Santa Police Officers have taken advantage of that, because we won't know until they start doing background checks, noting to date there have been none. He said he thinks 5-10 people may have applied, but that's not based on fact.

Chief Gallagher presented information from his Memorandum of October 12, 2016, to the City Council, Finance Committee, Public Safety Committee, regarding *Retention of Police Officers (Resolution #2016-69)*. Please see this Memorandum for specifics of this presentation.

*The Governing Body commented and asked questions as follows:*

- ◆ Councilor Villarreal said a number is given and we don't know how it was calculated, so it would be helpful to have some details on the calculations. She asked, regarding the reduction from 7 years to 4 years, the \$738,320 for year one, she would like to know the number of officers for that number.

Chief Gallagher said normally we work off 177 swing officers, but we costed it on Police Officers and Sergeants, which is about 150. These are the officers we are concerned would leave Santa Fe as the result of the Albuquerque Police Department "upping the ante."

- ◆ Councilor Villarreal said it would help "to know how you got the calculation."
- ◆ Councilor Villarreal said Chief said to increase the pay to \$28 from \$27.14 per hour, so the starting pay is \$18.

Chief Gallagher said the starting pay for a Cadet is \$19.11 per hour, and we are suggesting moving that to \$21, which also would be more commensurate with some of the other departments. He said Santa Fe just fell out of the top 5 in the State as far as cadets. He thinks the proposed pay would help with retention as well as recruitment.

- ◆ Councilor Villarreal asked regarding PERA contribution, the reason for the difference between the Officers that get 9% versus 4.5%.

Ms. Jimenez said in 1987 the City had the option of selecting the different percentages paid and picked up by the Employee and the City to be paid to PERA and the retirement plan. At that time, for the City employees, non-union, AFSCME employees, the City elected to pick 75% of that portion of their gross for PERA, and the City employees would pick up the 25%. At that same time, the Police Officers and Firefighters were considered. At the time, the City selected a 50-50 for Police Officers, and she believes the Firefighters started at 50/50. And in negotiations over the past several years, it has now been increased to a 75/25 split. She said it is a combination of a lot of things over past 20 years or so.

- ◆ Councilor Villarreal asked if that change has to be made at the State level.

Ms. Jimenez said it does not have to be changed by the State. She said it does need to be negotiated, but PERA has the ability, and the Fire Department changed to 75/25 several years ago.

- ◆ Councilor Villarreal asked the reason it took so long to negotiate that increase.

Ms. Jimenez said she thinks it was never brought to the table for negotiation by either side, although it was hinted and discussed.

- ◆ Councilor Harris said then Option B on PERA would move it to 75/25, and Ms. Jimenez said that is correct.

- ◆ Councilor Harris understands we are not here to negotiate or bargain. However, he would like to hear from Chief Gallagher, Mr. Johnson or Sgt. Baker of the POA, what is the process. He said this is important information, but it doesn't tell him what happens next. He would like to know the process ahead of us for the next 2-3 months, or does it all happen in the Budget Hearings.

Chief Gallagher said we currently are in contract negotiations with the union, and we are at the point of discussing fiscal matters in the next 2 weeks. He said the timing is good now, and will give us some direction in terms of what we can discuss – another flat budget, or what. He noted the budget process has begun, and knowing if any of these proposed solutions are fiscally viable would be very helpful in the next two weeks.

- ◆ Councilor Harris said this Committee doesn't know what the budget hearings will hold. We do get quarterly reports and the numbers look good so far, but nobody in the Finance Department will say "this is where we're going to end up, and this is what we will have to spend to address different issues." He thinks this issue should be at or close to the top in his opinion, but we have no numbers. It is hard for him to suggest a course of action, commenting all of the options seem reasonable. However, it is a matter of what has the greatest appeal, the greatest depth in retaining and attracting officers to get back to the top 5. He asked Sgt. Baker if he can rank or

prioritize the options. He said, "Again, I'm not negotiating, and I don't want to get into that at all. Again, I don't know the process. I certainly don't know the numbers. Sgt. Baker."

Sgt. Baker, Santa Fe Police Officers Association, said, "I can't say there is a specific one that would be more attractive than others. The downside to this retention Resolution is it only addresses officers. Unfortunately, I am negotiating for the entire organization, including our civilian employees, including our crime scene technicians, evidence custodians, District Attorney Liaison, so we have to address everybody. And we are in negotiations, and our next negotiating session is next Tuesday. And without direction from the Finance Committee or the City Manager, giving the administration some direction on where can go, we're going to be at impasse. Because we have nothing other than the previous direction which was flat budget. You guys can surrender additional stuff if you want to give raises. And this is coming up on 9 years now without a pay raise. So, we were 4 contracts behind, we are finally caught up now, so this would take effect on July 1, 2017, so we've been behind the 8-ball for years on end. So we're in the catch-up phase. But until the Committee and the City Manager gives the administration some direction on where we can go, we will get impasse, because the Resolution only addresses specifically officers. It's an entire organization. We negotiate for the entire organization, not just for a select few officers, and we're trying to avoid that. We're trying not to get behind the 8-ball again, and get 4 contracts behind. We don't want to be one contract behind."

- ◆ Councilor Harris said it's a bit of a Catch-22 as far as we're concerned. He asked Mr. Johnson if he can shed any light on this, about monies that may be available, or when you would have a better handle on this.

Mr. Johnson said, "First, I would like to commend the Police Department on their approach as far as looking at future years, and not looking at it just for the current year. That's definitely a step in the right direction. In addition to the Police Department having had 9 years without a pay raise, that pretty much goes for the entire City. So this will be the first of likely requests from other unions, including non-union who have not received any cost of living adjustments over the course since the recession took place. So we have a broader pressure that the Council is going to have to deal with, requires a large calculation to come up with how we would fund such an increase.

Mr. Johnson continued, "We essentially have 3 options, which is to find ways to fund it by reducing other areas of expenses, or the possibility for departments to come to the table with some type of efficiency or reduction in other areas to fund it. We also have the opportunity to look at trying to reduce some other aspects of our finances that are leveraged, and therefore free up some additional revenue, and then the last option obviously to the Council would be to increase taxes. All of those, I think, need to be looked at comprehensively, in order to get all of the stakeholders involved and to come to the table."

Mr. Johnson continued, "I think the challenging thing with this Resolution is, one, it didn't request us to look at the revenue side when it was written, which we are working on addressing with a Resolution that requires that all Resolutions that have an expenditure side, also have a revenue side. Secondly, given the timing and the organization not having a defined process for this, it's

difficult to put the Committee and/or the Council in the position to say, okay we agree to X number of dollars, now negotiate, well that's what you're going to get. You're going to get X numbers of dollars on the other side of the negotiation, so that's a challenge as well."

Mr. Johnson continued, "I can tell you confidently that staff is working on a plan that would provide, all of the details to work out, Finance staff is working on resources to provide approximately \$1.5 million next year that could be used for this purpose, or a variety of personnel expenditure pressures that you will see. And that information will be coming at the next Finance Committee."

- ◆ Councilor Harris said that is the process or mechanism to free-up or capture that \$1.5 million, not really where it is going to go, and Mr. Johnson said that is correct.
- ◆ Councilor Harris said he was a true rookie for the last Budget Hearings, but he now has a better sense of what will happen. He asked if it can be made to work to enter negotiations to look at different options and prioritize some things. And then as a part of the Budget Hearings bring that forward – can that be made to work. He said, "I hope I'm not negotiating here, but I'm just trying to get a handle on the process, how this can be made to work, because I don't see how we can provide direction tonight."
- ◆ Chair Lindell said, "We can't."
- ◆ Councilor Harris said we don't know how much money we're talking about.

Chief Gallagher said he doesn't know that direction is required tonight, noting it is an informational item here and at the next Council meeting next week for information as well.

- ◆ Councilor Harris said he thought we were being asked to provide some direction, commenting he thought he heard Sgt. Baker say the same. With regard to going to the Governing Body, he hasn't seen that agenda. He said this is important work and thinks everyone will take it seriously. He said this is the only representation he can make tonight.

Sgt. Baker said, without some direction, they are pretty much at a standstill. He said they are still under direction for a flat budget, and "what you have is what you have to work with."

- ◆ Councilor Harris asked, whatever may come forward, is the notion that it would be effective July 1, 2017.

Sgt. Baker said that is correct.

- ◆ Councilor Harris said that isn't stated here, but he heard him say that.

Sgt. Baker said it would be effective July 1, 2017.



Mr. Johnson said, "I think what I would suggest is that the administration of the Police and the union go forth and come together with the recipe and proposal that would be heard in the Budget Hearings. And, simultaneously, Finance will provide the various options by which that could be funded. We need the work to continue concurrently, and not come to a standstill. Again, and I don't know the legalities of this, but I don't know that it's not prohibited that they would go forth and negotiate, and await the approval of an operating budget, whatever the outcome of those negotiations are. I'm not an expert in that, but I would suggest that's the process that needs to take place. That they need to have a proposal for the operating budget, and we will look for the various ways to fund it, and make that recommendation to the Finance Committee during the Hearings."

- ◆ Councilor Ives said we began this process for fear of losing officers, given the incentives being offered by other law enforcement agencies, primarily Albuquerque. He said the Chief began his remarks by saying we still don't know if there is a problem, and no officers have come up for background checks, etc. He said we still are addressing a problem, "the nature and character of which we really have no clue as to what it is."

- ◆ Councilor Ives asked when did the City fall out of the top 5 in terms of compensation.

Chief Gallagher said he isn't certain, although it was relatively recently – within the last year.

- ◆ Councilor Ives said he would like to see a spreadsheet talking about the different law enforcement agencies around the State, looking at the compensation more than simple dollars, that allows us to see an apples to apples comparison. He doesn't want to be in the position of thinking that our officers aren't well compensated, given standards within the State. He recognizes that the cost of living in Santa Fe is 25% higher than the country at large and more than around the State. He said that needs to be taken into consideration. He said these aren't the only factors in those equations, but in dealing with other factors.
- ◆ Councilor Ives continued, saying one of the challenges in working for the Police Department in Albuquerque is that officers, face a very different circumstance on the street. He said Albuquerque built the reputation as a place where it was very difficult, very lawless, a great deal of violence. He thinks that is a real distinction at this time between Albuquerque and Santa Fe. However, he doesn't know the host of factors in those considerations. He would like to understand that much better, and would hope that would be part of this report coming back, so we really can understand and evaluate what made sense. He said this gives us a few methodologies for increasing pay to fight a problem we don't know we have. He said that leaves him wondering what are we trying to accomplish here.
- ◆ Councilor Ives continued, saying he would love a conversation in a broader context about what is fair and equitable pay for officers serving in Santa Fe. He said he doesn't feel he has that information in this report in a way that allows him to try to answer these questions for him. He appreciates the work that has been done, and the opportunity to look at alternatives. However, he still is trying to understand the issues more broadly so as to get a more comprehensive look at

compensation which is an equity and service issue, rather than "I'm afraid that somebody else is going to steal my officers to work in Albuquerque."

- ◆ Councilor Ives continued, saying if he was a police officer he would want to work and live in Santa Fe and interacting with the people here as an officer on behalf of this City. He said this is his request to Chief Gallagher and the union.

Chief Gallagher then said they can look at more of a side-by-side comparison.

- ◆ Councilor Ives said he would like to have that, but a side-by side comparison at some point runs into factors that are much more intangibles, but not insignificant. Especially, in addressing the question of whether other localities are able to entice any officer from Santa Fe to its police force.

Chief Gallagher said he understands the intent of the Resolution is to prevent "poaching," as Sgt. Baker said. He does support going down the road to enhance the salaries, commenting he is very impressed with the quality of officers in the Santa Fe Police Department. He said the salary needs to be competitive and in line with the cost of living. He thinks these suggestions go a long way in maintaining that.

- ◆ Councilor Ives said in his mind, in answering those questions, it is more complex to get to where we need to be.
- ◆ Councilor Harris said, as far as the compensation study, he is fine with that. He said another metric would be talking with Mr. Johnson regarding the cost of living. He said he doesn't think the intangible and subjective should be factored into this. He said he respects what Councilor Ives said, but would remind him that in 2016, officers were shot in Hatch and Alamogordo, which you would think would be safer and quieter towns. He said that is a non-issue and it runs with the job. He said to him, the important thing is to maintain the quality of the force we have, to bring in the next generation, and provide the training and opportunity for the next generation to grow into their jobs – and then figure out the money part of it. He doesn't think we can provide direction on the money part. He heard Mr. Johnson say what he has in mind. He would hope whatever format the POA and Senior Administration, contain the variables and are prioritized, and brought forward early in the budget hearings.
- ◆ Councilor Ives said, "I don't want anybody to leave here misconstruing anything I've said to suggest that I don't understand that you are in a very dangerous profession, and you are called upon to put yourselves on the line in very dangerous circumstances, that are not infrequently life threatening. So let's get beyond that. If I gave you anything of an impression of that, I apologize. That's certainly not where I'm coming from. That said, I think there are, in our officers, things they look at that make Santa Fe probably a more attractive place than Albuquerque, beyond simple dollars, although that clearly is a major factor."

- ◆ Councilor Ives continued, "So I don't want to preclude the opportunity to consider all those factors and say it's strictly a matter of money, because I don't think money alone... I don't think it gets you the best officers. There's a reason our officers serve in Santa Fe. And I applaud that and their desire to want to serve here as opposed to other place. And that, to me, is more than simply a straight monetary question, so enough said."

### **CONSENT CALENDAR DISCUSSION**

**9. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$280,000 – PROJECT MANAGER AND RELATED SERVICES; KITCHEN ANGELS, INC. (DAVID CHAPMAN)**

Councilor Harris said the Farmer's Market Institute has issued a Certificate of Insurance to the City of Santa Fe, instead of Kitchen Angels, Inc. He asked Mr. Chapman the reason.

Mr. Chapman said there are two non-profit organizations.

Councilor Harris said he understands, but he wants to know why the Farmer's Market Institute Certificate is attached.

Mr. Chapman said it shouldn't be attached.

Councilor Harris asked if the correct Certificate of Insurance will have professional liability coverage.

Mr. Chapman said yes.

Acting Chair Lindell and Councilor Harris asked Mr. Chapman to make sure the correct Certificate is attached when this goes to the Council.

Mr. Chapman said he will do so.

**MOTION:** Councilor Villarreal moved, seconded by Councilor Ives, to approve this request.

**VOTE:** The motion was approved unanimously on a voice vote.

**12. REQUEST FOR APPROVAL OF BUDGET ADJUSTMENT IN THE AMOUNT OF \$141,776 FUNDING FOR WILDLAND PREVENTION PROJECTS FOR FIRE DEPARTMENT. (GREG GALLEGOS.)**

Councilor Harris said as he understands regarding this item, a mistake was made to say the budget was \$281,000 and we're being asked to correct that to go \$451,000, and asked Mr. Johnson if this is correct.

Mr. Johnson said this is correct.

Councilor Harris said he wants to see fewer mistakes, commenting "That's my sermon for the evening."

Mr. Johnson said in this case, and in the case of everything based on reimbursement, the best we can do is estimate. And estimations are based on prior year activities. In this case, we also have an issue of splitting the fire season with the fiscal year, so it's difficult, if not impossible, to get accurate the budget for this fund when we passed the budget. He said this amendment was brought forward as they realized the reimbursement and to get it aligned.

Mr. Johnson continued, saying there are errors in addition to the way some of the things were booked in the system, being in the wrong line item. But in general, what you're looking at here is a simple alignment to correct revenues that can't be estimated very accurately because they're based on natural disasters.

Councilor Harris said then we should be saying alignment, instead of *"To correct an erroneous budget entry of \$281,396."*

Mr. Johnson said, "Certainly."

Councilor Ives said, "On Councilor Harris' preaching, all I would say is amen."

Councilor Villarreal thanked staff, noting she spoke extensively with Shirley in the Finance Department to understand this. She said it is confusing and it is a human error, commenting that "people make mistakes." She said there was an incorrect expenditure number, which will be corrected for the next meeting. She said when you look at the BARs they are confusing because they don't have subtotals. She said she suggested a subtotal on BARs to understand how it is subtracting and adding. She agrees that writing notations was confusing. She would like to clean that up, "because it added more confusion and would be better for us. But I appreciated her time, because she did explain it very well to me." She noted this a cost-neutral program, which was her concern.

Acting Chair Lindell asked if we are hiring 4 new full time positions.

Greg Gallegos, Wildland Superintendent, said that is correct, noting currently we have 4 full time employees that are term. The plan is to keep them on over the winter and this is to bridge the gap and hire a crew chief for the following fire season.

Acting Chair Lindell asked if these people are being hired with a benefit program.

Mr. Gallegos said that is correct.

Acting Chair Lindell said then this is not just for winter work, it is for an annual salary.

Mr. Gallegos said that is correct, noting they are working on several projects at this time. The winter work they're doing now is a contract through the State of New Mexico. He said once the fire season begins, we have other projects to be put forward and completed as the season progresses.

Acting Chair Lindell said the Memo said these monies are reimbursements from Energy, Minerals and Natural Resources.

Mr. Gallegos said that is correct.

Acting Chair Lindell said she always is troubled when reimbursement is expected, but we've already hired people and we have them working, asking if this is correct.

Mr. Gallegos said he anticipated this question. He said, "To go back two years, this whole program started with a grant through YCC and funded a temporary crew of 12 people for 6 months. And we used that to do projects in the City, and they also responded to wildland fires, similar to what you see in the Memo. About 3 years ago, we didn't receive that grant, so we were slated without a work crew. We get these reimbursements in, talking with the Chief, the Chief gave approval to use these reimbursements through the Finance Director to be able to fund another crew in the absence of this YCC grant to keep the program going. So that was 3 years ago, and we've done that throughout the last 3-4 years. And so we were able to get the YCC grant the following year and so that added to our program, but that kind of changed. The way we did our unfunded program is that we used the fire reimbursement to fund the crew members. And in the next few months, you will see a contract coming from State Forestry that will fund the temporary folks that are going to be working on several projects that we have lined up. Whereas, these fire reimbursements fund the full time folks, the 4 that you see here, plus the crew boss to run the whole program."

Acting Chair Lindell asked what happens if we don't get this money next year.

Mr. Gallegos said, "We always have fires in the fire season, but on average they are always called out. And last season, which was a bad season, were the highest reimbursements we have received. So this coming fire season, anticipating what the weather looks like and is forecast, we're looking at another bad fire season. If we end up in that situation, the reimbursements will be covered."

Acting Chair Lindell said she feels we're expanding on money which we are unclear about having, and asked Mr. Johnson if he has concerns about that.

Mr. Johnson said, "I certainly hear your concerns and definitely think they are valid. In this case, the thing about the quality of management and discussions with the Fire Chief, as well as the Wildland Team, and getting a true sense that they understand their business cycle and that they can manage this. It definitely needs to be watched closely. This could be not the permanent state of the way this is staffed, but I certainly think they've done their work and know the background to their needs. I think, potentially, somewhat unsaid here, and what happens through the budget process is that in some ways this is an unfunded mandate that they have gone out and been able to fund via these mechanisms with the reimbursements for helping other agencies with fires as well as the grant process. But the residents of

Santa Fe enjoy a level of fire protection because of the work these folks are doing for which a permanent funding source needs to be looked for to put into place."

**MOTION:** Acting Chair Lindell moved, seconded by Councilor Harris, to approve this request.

**VOTE:** The motion was approved unanimously on a voice vote.

**13. REQUEST FOR APPROVAL OF DONATION OF 2008 AND 2009 CHEVROLET TRUCKS – ONE (1) TO RIO ARRIBA COUNTY AND ONE (1) TO SAN MIGUEL COUNTY FROM POLICE DEPARTMENT FLEET. (ERIC SANCHEZ)**

Councilor Villarreal said donation of vehicles make sense, but she couldn't determine if these are vehicles to be donated, and thought these need to be in decent condition to be used by other jurisdictions.

Officer Sanchez said these vehicles currently are being retired by Animal Services, and would go to auction.

Councilor Villarreal asked what makes them retired.

Officer Sanchez said they meet certain criteria – mileage and years in service and recommendation for retirement.

Councilor Villarreal asked if our criteria is difference from the other jurisdictions who are taking these vehicles.

Officer Sanchez said he doesn't know their criteria, but his understanding is they don't have the funds to purchase vehicles. He said Rio Arriba County has 2 Animal Control Officers, but only one vehicle.

Councilor Villarreal understands, but wants to know if the vehicles work for them, why don't they work for us, and she understands there are criteria.

Officer Sanchez said these vehicles have been replaced and they are waiting for auction.

Councilor Villarreal said she thinks sometimes we have more life in our vehicles than we think.

Officer Sanchez said the vehicles were offered to other City departments, and it was deemed they would be too expensive to retrofit for other use.

Deputy Chief Salbidrez said we were asked to adopt a policy related to the replacement of our fleet which we did. In that policy, one of the considerations was the cost to continuously repair old vehicles if they broke down. He said a lot of the cages in these vehicles are being held by baling wire, noting it is very expensive to install a cage to transport animals. He said the criteria used by other departments for the life span of its vehicles is their prerogative. He said he ran into people in Rio Arriba County whose

vehicles were falling apart, and their chief or sheriff was aware of that. That isn't the practices of the Santa Fe Police Department. We don't want unsafe vehicles on the road that endanger the public, the employee or the animals.

Councilor Villarreal said then you're saying we have a higher quality.

Deputy Chief Salbidrez said we have a higher expectation of quality for vehicles we are going to be running on the road.

Councilor Villarreal said she needed to hear that to know if we have a different standard.

Councilor Harris said he saw the letters, commenting the Rio Arriba letter was well stated, while Las Vegas was short and to the point. He asked if our Animal Services groups enjoy good working relationship with one another.

Deputy Chief Salbidrez said he doesn't know about Rio Arriba or Las Vegas, but can say we have a good working relationship with the County.

**MOTION:** Councilor Harris moved, seconded by Councilor Villarreal, to approve this request.

**VOTE:** The motion was approved unanimously on a voice vote.

**15. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$20,000 – CONDUCT BACKGROUND AND SCREENING CHECKS FOR CANDIDATES SELECTED FOR POSITIONS WITHIN THE CITY OF SANTA FE (RFP #27/40/P); KELMAR GLOBAL PRIVATE INVESTIGATIONS AND SECURITY. (LYNETTE TRUJILLO)**

Councilor Harris asked if we have done business with this group at any other level, or is this the only situation where the City is doing business with this entity.

Ms. Trujillo said this is the only business venture we have with them, noting that they went out to RFP for this service, noting currently we are doing business with Safe Solutions whose contract is up, and Kelmar was selected.

Councilor Harris said Safe Solutions didn't response, but there were 8 responses which is impressive. What he doesn't understand is that Kelmar charges \$12.50 per check, while the other 7 had a range of \$54 to \$95. He questions how Kelmar can provide this service for this cost.

Ms. Trujillo said she has never met Kelmar, but we were paying about this same price to Safe Solutions, commenting the other bid prices are really outrageous, noting the State range is between \$10 and \$12 for a background check. She said thinks they may be incorporating more in terms of eVerify, and doing a more thorough check.

Councilor Harris said then they are doing a more thorough job. He said he has to believe the professional standard for best practices would be found within the group of 7, particularly when Safe Solutions didn't respond. He asked the reason it didn't respond.

Ms. Trujillo said she has no idea.

Councilor Harris said he thinks they weren't making money at the current charge. He said this isn't a huge amount of money. He asked how much was budgeted for this service. He said from 7/01/15 to 6/30/16, they did 375 background checks for a total of \$7,812. He believes this is an important issue to get professional and respectable people, law abiding people working for the City.

Ms. Trujillo said she agrees.

Acting Chair Lindell asked what makes Councilor Harris think they aren't a law abiding group.

Councilor Harris said he doesn't know if we're getting a thorough background check.

Acting Chair Lindell said it is the business they are in, and they responded to the RFP. She said, "With all due respect, I don't know why you wouldn't think they are a law abiding group."

Councilor Harris said that was the wrong choice of words, but 7 out of 8 have a unit cost, with an average of \$75 per background check. Here, the company who has been doing it for \$12.50, doesn't want to respond. He said Ms. Trujillo said we're getting a higher level of services and a more thorough background check. He said if there is an increase of \$60 per background check, that would be \$22,500. So we could go from \$8,000 to \$24,000. He doesn't know the budget. He doesn't know how many situations in our 1,500 employees that we end up having to deal with.

Ms. Trujillo said there only so many checks she can do under pre-employment. She said these aren't like Police and Fire background checks, noting they do their own background checks. These are for our safety sensitive positions, so they're looking at the National Criminal & Sex Offender – the NCIC. They also are looking at their driving records, health care exclusion list to see if they are in good standing. They do a Homeland Security check. They are doing the required checks as far as National and State as well as a driving check. We don't look into bankruptcy or such like Police or Fire, because most of the time we don't need that type of background. We don't do credit reports unless it is a Police and Fire, so it isn't that extensive of a background check. They are making sure we are hiring people that can deal with children if it is a Parks & Recreation position and not on a Sex Offender list or a felon in that area. It is just a general background check.

Councilor Ives said looking at the dollar amount "makes you scratch your head" about what kinds of verifications are being performed. He said on the face, none of the 7 seem to be simply checking data bases for a particular name. He said the three telephonic employment verifications would suggest at least 3 telephone calls, and questions if this is sufficient. He is unsure what is involved in a personal ID Verification.



Ms. Trujillo said that is the Homeland Security social security match.

Councilor Ives said it says Patriot Act, Global Homeland Securities Search is a separate item on the list.

Ms. Trujillo said the social security verification is the eVerify to make sure their social security number matches what is in the National Data Base.

Councilor Ives asked, if #2 is the eVerify, then what is #1.

Ms. Trujillo said #1 is the eVerify, and then there is a different one with the Homeland Security Check. She said Personal ID and Social Security is the same thing, noting most of them go by social security numbers.

Councilor Ives said that begs the question of the reason we list 10 attributes if there are duplicates here.

Ms. Trujillo said her package #1 has Personal ID and SS verification together.

Councilor Ives said in the actual contract under Scope of Services, A, it has both 1 and 2, the personal ID verification and then Social Security verification. He asked how long it would take someone to check all these 9 data bases.

Ms. Trujillo said not very long. She said when she worked with the New Mexico Department of Public Safety, she got the criminal and national background checks back within 24 hours. It didn't take very long and that was DPS.

Councilor Harris said he thinks Kelmar could pay \$10 an hour, take an hour to do that work and they make 25%. He said, "I just have a hard time seeing how we can get a professional background check for that unit cost. And I assume it all is done remotely. This just happens to be a Texas operation. The Workers Compensation only covers Texas employees. If anybody has reason to come to New Mexico for a deeper background check, they're not covered as an employee for workers compensation, that's what their Certificate of Insurance says."

Ms. Trujillo said that is true, they don't check the workers compensation, and don't go into that extensive of a background for all City employees.

Councilor Harris understands, but that is if they have a reason to send them to New Mexico. He said, "I'm going to let it go, but I think this really needs to be watched, and I would really like to make sure that part of your HR Policy you're working on deals with this issue, and really what this represents. The best practices probably are found in the other 7 proposals, not in Kelmar's. I'll let it go."

Acting Chair Lindell said, "I'll make one quick comment. In looking at Kelmar's website, it looks like they are a sizable company that does a lot of business with a lot of different people. It's not two guys sitting in a back room with a visor on."

**MOTION:** Councilor Villarreal moved, seconded by Councilor Ives, to approve this request

**VOTE:** The motion was approved on a voice vote with Councilor Ives, Councilor Villarreal and Councilor Lindell voting in favor of the motion and Councilor Harris voting against.

16. **REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$59,260.48 – GRT REIMBURSEMENT FOR DATA CONSULTANT SERVICES FOR CHILDREN AND YOUTH COMMISSION; JILL S. REICHMAN, Ph.D. (JULIE SANCHEZ)**

Acting Chair Lindell asked if this is a case of a mistake where we did a contract and GRT was not included in the contract.

Julie Sanchez, Program Manager, said that is correct, noting on page 12 of the contract, there is an inconsistency and they currently are working with Finance and Legal to clean it up.

Acting Chair Lindell said she would comment that additionally the other thing she sees is that there was \$5,700 for service of July and August 2016, and asked if that was not included in the original contract.

Ms. Sanchez said no, it was not included in the original contract. Because of the language in the original RFQ we determined that we potentially could extend the contract, but because it was an RFQ and exceeded the \$50,000, we had to bring it back for an RFP.

Acting Chair Lindell said she would use caution in the future on something like this. She thinks the contractor is lucky to be dealing with an entity like the City, because a lot of people would say, that's not what the contract said and we expect you to pay your own GRTs. She thinks it's rather benevolent of the City to go backward and pay this. She said, "Caution to the future about such situations. I think the contractor is very lucky that they're being paid for this."

**MOTION:** Councilor Lindell moved, seconded by Councilor Villarreal, to approve this request.

**DISCUSSION:** Councilor Ives said the incidence of GRT is on the seller of service, although it usually is done as a pass-through, so he would presume if it isn't stated in the contract, the City is not liable for it. He understands that may have been a drafting error people are seeking to correct here, so he isn't worried about that. He is worried about the bigger issue, and there are a couple. One contract wasn't prepared correctly in the first instance, but beyond that, we apparently were allowing services to continue to be provided beyond the terms of the contract in terms of dollar values, etc. He is unsure where in our procurement, in our oversight, it provides that it's not much, we need the service, yes we're out of contract, but we're going to proceed anyway. He said when you are dealing with public dollars, to him, that is not

good enough. He is hoping with the ERP and some of its enhancements that these kinds of issues are flagged and dealt with before 6 months later in the general contracting process. He isn't trying to lay fault, but somewhere in our systems "we ain't doing things, in my mind, the way we should be." He said, "It gets back to what Councilor Harris had said, there are just too many mistakes. And my response, again, is amen to that. Let's do it right, if we've got a problem, let's bring it forward, let's deal with it appropriately, but not 6 months after the fact."

**VOTE:** The motion was approved unanimously on a voice vote.

**18. REQUEST FOR PROCUREMENT UNDER FEDERAL PRICE AGREEMENT AND AMENDMENT OF ADDENDUM IN THE AMOUNT OF \$240,344.23 – TIME AND ATTENDANCE SOFTWARE SUBSCRIPTIONS AND IMPLEMENTATION SERVICES AND EQUIPMENT FOR ITT DEPARTMENT; IMMIX TECHNOLOGY, INC. (RENEE MARTINEZ)**

Acting Chair Lindell said she spoke with Ms. Martinez earlier before the meeting. She is concerned that we're trying to find the way to efficiency with a contract like this. She said this is a contract of \$240,344, and we were just talking about monies for Police. And this is a sizeable splash in what we're looking for. Her concern is when we're going down the path of efficiencies she isn't seeing how this ends up being efficient if we just take the personnel that have been doing the paper work on this and continuing with that person, unless that person is put into another open position in the Police Department they could apply for and be classified as a different kind of position. Or if there is a different position in the City. She said if we just take that person and say well they have other duties they can do, she sees this as a \$240,000 expansion. She said, "So help me find efficiency in this."

Renee Martinez, Director, ITT Department, said the benefits of the software, automation and efficiency is best represented by the Police Department. She clarified that the \$240,000 is a 3-year cost because of the contract terms. She said in thinking about cost benefits, the annual costs are 1/3 of that. She asked representatives from the Police Department to talk about this. She said most cities our size would have this kind of capability in place, because scheduling for Public Safety is very complex. It is a 24/7 operation, with requirement for minimum staffing, union rules around shift bids, you have callbacks – it's a very complex operations to schedule. She said a municipality our size, typically would have this kind of capability place. She asked the Police Department to talk about the cost benefit in going from a manual process to an automated process, and the staff involved with that.

Acting Chair Lindell said she wants to be clear that she is not opposed to this software, we probably need it and thinks it's a great idea. However, we're talking about efficiencies and she wants to see us to be more efficient. She said, "You don't need to sell me on the idea that we need the software. I believe it, but I know that with what you say, that this has been a complex thing and there's someone that's probably been very busy with doing this task. I'm looking for some kind of down the line efficiency from this, rather than just.... even though I know it's 3 years, it's still a quarter million dollars."

Andrew Padilla, Deputy Chief, said he has wanted this type of software for scheduling purposes for many many years. He said with smart phones, the tablets and the computers in the patrol cars we can do that at this time. The Police Department currently has one employee that does all of our payroll – sworn and civilian personnel, and described that manual process. He said we would have to retask that employee and move forward, noting she will verify the time on-line and enter corrections. He said the benefit will be ease and convenience to the Police Department in getting things done.

Chief Gallagher said he looks forward to the ability to get more data in a timely fashion, such as overtime, which will help to better manage overtime, which is an example of a possible efficiency they might see.

Acting Chair Lindell said she is sold on the software, commenting, “I get it.” She is trying to find out how the person that has been doing all this work, will be used, or does it take the person that amount of time to run the software. She doesn't think it should if we're trying to be more efficient.

Chief Gallagher said they have other tasks in mind for her. One of the things he would like to do is to use her to free-up the Public Information Officer to do what he should be doing, who currently spends the vast majority of his time answering IPRA request. He said he will be asking the person to help with the Crime Analyst functions – look at crime, where it is occurring, what is happening, etc.

Councilor Ives said he is trying to figure out the breakdown of costs here, and it looks as if approximately \$100,000 of the \$240,000 is allocating to hosting services. He asked what is being hosted and why aren't we doing it on our systems.

Renee Martinez, Director, IT Department, said the Telestaff already is being used by the Fire Department, so part of this cost is converting its current agreement to a hosting agreement. She said they have decided they want the software to be hosted for two reasons. First, it helps them to keep up to date with the upgrades the vendor will be providing regularly, so it is their responsibility to the software and hardware updates as well. So there are no additional hardware costs to the City and they will help us with the software. So the hosting cost replaces the annual software maintenance the Fire Department already is paying, and it also pays for the Police Department to have its own version of the software where they are doing their scheduling.

Councilor Ives said he understands that type of relationship and see that it makes sense from the point of view of maintenance and upgrades. He asked if there is separate maintenance and support charges associated with this setup. Does the annual hosting fee cover all maintenance and support.

Ms. Martinez said the software subscriptions take care of the software itself and the use of the software, such as a software license, would be if you had the software installed here in the City. So it removes the City from having to have servers and IT personnel taking care of the hardware and the software.

Councilor Ives asked if the savings would be going to a hosting and software....

Ms. Martinez said she doesn't have that information here, but they did a cost comparison, and this was very cost-competitive and probably is about the same. And given the scarce resources we have in IT, especially in the infrastructure area, we decided since it was a wash that the best course to take would be to have a hosted environment.

Councilor Ives said he is trying to understand if we will getting training on this – will staff members in the Police Department be capable of using it, similar to the Fire Department.

Ms. Martinez said yes. The implementation services, the last item in the table for \$82,000, will cover all costs related to testing, training and software configuration – a one-time cost of \$82,000 which include training for the Fire Department who are upgrading to the latest software version, and for the Police Department for all staff who will be affected by the software.

Councilor Ives asked what the vendor offers in terms of backup systems and such.

Ms. Martinez said the vendor, Kronos, has two data centers. One is the primary data center and the other is a backup data center. If there were a problem with the primary data center they would roll over to the secondary which provides a disaster recovery capability that we wouldn't have to implement on our own.

Councilor Ives asked, regarding response times on those types of backup systems, what sort of warranties do we have and what standards are we holding them to.

Ms. Martinez said the contract in place has a recovery point objective of 24 hours in recovery time objective of the same 24 hours, so we would be able to recover within 24 hours, and the last backup would have been the day before which is 24 hours as well.

Councilor Ives said he is unaware of how frequently the use of these types of systems, changes in staffing occur, although from the description it sounded as if it was something happening daily. So he is glad to hear the most we lose is perhaps a 24 hour period before things are up and running.

Councilor Harris said he heard Deputy Chief Padilla describe a manual system, and Councilor Harris said he believes this will improve the operation of the Police Department in several ways, some of which have been identified such as reduction of errors and those types of things. He said, assuming we have good operators, we'll probably find some efficiencies.

Councilor Harris said we train the trainer, one of their stated activities, so there will be people in the Police and Fire Departments. He asked if there will be people in the IT Department as well, who understand this system and can really provide another level of backup to Police and Fire personnel.

Ms. Martinez said the City can determine whether that is an effective way to do it. She said Fire/Police have a very good infrastructure for training, because they do so much training, and may not need the additional support from IT. However, if it has been requested and needed, it is something she is sure the IT Department would respect and make that investment. The contract, in terms of train the

trainer, identifies a number of people to be trained as trainers. And whether that is one person in IT, or 7 people in Police/Fire – we can make those determinations as we move forward.

Councilor Harris noted this is Amendment #2, noting the first amendment was specific to Land Use and Community Development, and asked if that is correct.

Ms. Martinez said that isn't correct. This is Amendment #1 to the agreement with Kronos and Immix.

Councilor Harris said in our Summary of Contracts, this shows up as Amendment #2, and Amendment #1 has an amendment to include Land Use and Community Development Services, function software needs and alternatives as a part of this project for the exact same amount of money. This is the reason he wonders what is going on here.

Ms. Martinez asked which document the Councilor is looking at, and Councilor Harris said on page 30, under Summary of Contracts, Agreements & Amendments.

Ms. Martinez said she isn't seeing what he is seeing. She said on page 30, it shows the original contract in the amount of \$522,022, with an Amendment #1 for \$240,344.23, with a total of \$762,566.23.

Councilor Harris said she is right, the Amendment doesn't say Amendment #2, but it lists...

Ms. Martinez said she believes this is an artifact of another contract amendment that is in the box, and instead under Section 4-History of Contracts & Amendments, it says Add Telestaff work scheduling software to City ERP Project Phase 1 which is accurate. She said the information about what the Amendment is For, is inaccurate and seems to be from another contract. She apologized for this error.

Councilor Harris said she can understand his frustration, so we're starting the year right in letting you know what we are frustrated about. He said then we're here, and will watch everybody do better.

**MOTION:** Councilor Lindell moved, seconded by Councilor Ives [with an amen], to approve this request.

**VOTE:** The motion was approved unanimously on a voice vote.

**20. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 IN THE AMOUNT OF \$38,296.44 – CITY OF SANTA FE ASSET MANAGEMENT PLAN FOR ADDITIONAL SERVICES DESCRIBED IN EXHIBIT "D;" AMERESCO, INC. (JOHN ALEJANDRO)**

Councilor Harris said we're doing a lot of business with Ameresco over multiple years. We have an Assets planner, a preventive maintenance and service in Amendment #1. We are considering Amendment #2 for the energy audit. He understands the proposal. He met with LeAnn and had a conference call with Ameresco. He is curious how the relationship we're building in preventive maintenance and service is being handled.

Mr. Alejandro said he doesn't have a current update on that.

Councilor Harris said there is a statement on packet page 12 under background as follows: *'The City authorized Ameresco to perform a high-level evaluation of wastewater treatment facilities, cogeneration projects, solar PV and facility analysis.'* He said that work has been done. *'The results of the high-level analysis were positive and demonstrated that a self-funding project was feasible.'* He asked Mr. Alejandro if he was involved in that.

Mr. Alejandro said that was a cursory assessment of facilities conducted by Ameresco in late 2014, a pre-assessment. It will take time to walk through Wastewater Treatment Facility, Ft. Marcy Complex and Southside Library, as well as subsequently some of our parking garages. It gave us guidance in terms of what could be done at those facilities based on those cursory assessments. It gave us enough information to continue to move forward to pursue an energy audit that would lead to an energy performance contract. At that point, we had no idea, in terms of age of equipment, what needed to be replaced.

Councilor Harris said for the high level evaluation, the response he gets is cursory and he is having a hard time with that. It says *High level evaluation of wastewater treatment facilities, cogeneration projects, solar PV and facility analysis.* He said that is a lot of work, but it wasn't a high level evaluation it was a cursory examination, a walk through.

Mr. Alejandro said cursory may not be the best choice of words, and it was more than just cursory. He said they spent 4 hours at Genoveva Chavez and literally got into the facilities, identified the make and model of the chillers of the ice rink, for example. They also got on the roof and looked at the HV system and the condition, they snapped photos. At the Wastewater Treatment Facility, the person was there for about 5 hours. It was a thorough evaluation, but not at the Level 3 energy audit level. They took a good look "under the hood," but they didn't put the car on the 'lift' and look at the other moving parts of the car.

Councilor Harris said everything is on the list and GCCC, Salvador Perez, Southside, Transit operations, Siler and City Hall rose to the top.

Mr. Alejandro said yes, over the past two years with the Facilities Department. Those listed are high priority in terms of need, equipment and longevity of keeping those facilities. These have been listed as those we could do some work on, and there are some of the energy hogs in the City. For example, we spend a lot of money at the GCCC, even though we have solar there, we're still paying \$35,000 monthly on electricity and gas.

Councilor Harris said this should be at the top of the list. He wonders how far we can go with the Siler Road project. It's so scattered and dated, it's like "knock it down quite frankly," although he realizes we're not in a position to do that necessarily.

Councilor Ives said, "I have beaten this contract to death so many times, and gotten nowhere in his discussion, I am only glad we're finally moving into investment grade assessments of our facilities. I look forward to those reports and moving forward with some of that worked into this calendar year if not in the fiscal year." He said he continues the challenge to staff in the procurement process.

**MOTION:** Councilor Ives moved, seconded by Councilor Villarreal, to approve this request.

**VOTE:** The motion was approved unanimously on a voice vote.

**21. REQUEST FOR APPROVAL OF BUDGET ADJUSTMENT RESOLUTION TO BALANCE MRC FUNDS IN DEFICIT. (ANDREW HOPKINS)**

Councilor Harris the dollar amount identified is \$1.087million. He asked what time period does this cover.

Andrew Hopkins, Senior Budget Analyst, said this would be an appropriation for the current year, but it covers a deficit from several years ago.

Councilor Harris asked if this is accumulated over 5 years, 7 years.

Mr. Hopkins said this is a one-time adjustment to correct a misallocation of revenue in the past, noting that was done about 5 years ago. He said because the City was still in a financial downturn, the City didn't have the money to patch this hole. He said for years the MRC was included because it had an ongoing structural deficit because of the original \$1.2 million sudden adjustment to cash that left it in deficit.

Councilor Harris realizes there is a history to this, but he doesn't entirely understand Mr. Hopkins explanation. He said monies were allocated to the MRC to cover this deficit in the past, and asked if that is correct.

Mr. Hopkins said, "Not this particular deficit, no sir."

Mr. Johnson said that is precisely what is occurring now. He said we have families of funds and in this case, for example, utilities is made up of a variety of families of funds, so it's possible to have deficits in some funds, surpluses in other funds, that balance off. The whole fund is reported to DFA or as reported in the CAFR. In the case of the family of funds for the MRC, the deficit is too large to be buried in the family of funds structure and must be adjusted. In addition, this is really the second time in recent history that we felt we had the resources to propose how we would close it, and this is what we brought forth to take care of that.

Councilor Harris asked the annual we are reporting for the MRC and assuming this is approved, if we can cover the MRC deficit within that family of funds deficit, which he assumes to be Parks & Recreation.



Mr. Johnson said currently, there is no ongoing deficit, the budget is down just for the MRC.

Mr. Harris said that fund is subsidized by the General Fund, and there isn't an ongoing deficit other than this to fix. To keep that fund balanced, we make sure from year to year that revenues match expenditures. It's just that right now, there is a large negative beginning cash sitting in there that we have to take of.

Councilor Harris asked, operationally on an annual basis, internal, just to the MRC, are the revenues and expenditures in line.

Mr. Johnson said when you account for the transfer from the General Fund, yes.

Councilor Harris said then that is the result of transfers from the General Fund, and asked what percentage would that be.

Mr. Johnson said he have to get back to him.

Mr. Hopkins said off the top of his head, in the case of the MRC, it's probably about 25-30%. It's actually a large subsidy. He said, unlike the GCCC, which has a dedicated tax revenue source already, the MRC was built with absolutely no source of funding other than its own revenue which doesn't come close to matching even the operating needs of the facility, let alone the debt. He said a few years ago, we looked at this, and found that operating revenues just barely might cover operations if operations are kept extremely lean, before any debt was included. He said there is a large debt level on this facility, and the debt has to be paid one way or another. And without skyrocketing greens fees and recreation fees, that could not be paid.

Councilor Harris said there was an increase in Green Fees in the last budget cycle which is still a good deal for a golfer, which he is not.

Councilor Harris said part of his reason for asking is there is still a lot of sentiment for, and people actually are working on, a region soccer complex, and the whole MRC discussion may end up being a part of that. He just wanted to get a handle on this.

Councilor Harris said then the \$1.087 million is just coming from the General Fund.

Mr. Johnson said this amount of money originated in the General Fund, and was transferred to the CIP Reallocation Fund at the close of last year. These funds aren't allocated to any projects, so this is the source we are suggesting that we tap in order to close the deficit.

Councilor Harris said asked if the CIP Reallocation Fund is what we identified at the end of the budget cycle, that we thought might be about \$4 million, and asked if this is correct.

Mr. Johnson said, "Slightly. There were a lot of numbers going on at the end of the budget cycle at the end of the year. And there was an original estimate of a \$4 million available to go to CIP projects, but there was by far and away a larger amount that was available that wasn't allocated to the projects. And so the home we found for it, awaiting direction for the CIP.... projects don't take place in that fund. The balance just sits there until money is transferred to the various uses of it over time via Council direction.

Councilor Harris asked the balance of the Reallocation Fund before this transaction.

Mr. Johnson said it is about \$6.7 million.

**MOTION:** Councilor Harris moved, seconded by Councilor Ives, to approve this request.

**VOTE:** The motion was approved unanimously on a voice vote.

24. **REQUEST FOR APPROVAL OF A RESOLUTION AMENDING RESOLUTION 2015-42 RELATING TO THE PARKS AND RECREATION ADVISORY COMMISSION BY PERMITTING RESIDENTS OF SANTA FE COUNTY TO SERVE ON THE COMMISSION (MAYOR GONZALES). (ROBERT CARTER) ) Committee Review: Public Works Committee (approved WITH AMENDMENT) 11/07/16; Parks and Recreation Advisory Commission (scheduled) 12/20/16; and City Council (scheduled) 01/11/17. Fiscal Impact - No.**

Acting Chair Lindell said she will postpone this item, since Mr. Carter is not here to answer questions.

Acting Chair Lindell asked the reason we need to have people from the County to serve.

Councilor Villarreal said in the past when it was discussed, they said they already had County people on the Committee and wanted to make it official to say it is okay to have a County person. However, we had made a recommendation about a super majority, that the majority of the Committee would be City residents, and the Chair would have to be a City resident. She asked Councilor Ives if remembers additional issues discussed on this item.

Councilor Ives said he thinks it was, in large part, to reflect the fact that many citizens from the unincorporated County extensively enjoy City Parks & Recreation opportunities. So it was an opportunity to give voice to a class of users not formally identified as potential members, and there was some confusion. He said we always deal with the fact that all City residents also are County residents. We wanted to clarify that this would be a County resident, non-City, to incorporate some representation from that broad class of users who otherwise might not have a voice. Also to make clear it was a position on the Committee.

Acting Chair Lindell said she appreciates the explanation, but it's not something she would support, because she thinks there are a lot of people in the City that want to serve on committees that don't have an opportunity to do so. And these are people that are paying the fees directly on these centers, and she thinks they should have priority to those positions.

Acting Chair Lindell continued, saying these are her thoughts on the matter, but we really can't have any action on this tonight.

No action was taken on this item.

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## **END OF CONSENT CALENDAR DISCUSSION**

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### **26. MATTERS FROM STAFF**

Mr. Johnson said, "Councilor Dominguez asked me to give an update about the upcoming budget process, so I will take the opportunity to do that, and then touch on some thoughts from tonight's meeting. First, the random survey has been out and now should be mailed back to the National Research Center. On Friday, the Opt-in Survey will open, and along with it there will be a significant marketing push to get the word out about that. It's going to include bus wraps on City buses. We are printing about 20,000 rack cards printed for distribution City-wide. We will be providing a significant number of those cards to all Councilors to be able to distribute in their Districts if they see fit."

Mr. Johnson continued, "We also are pushing out, via a suggestion of Councilor Ives, a mass email that can be forwarded on as a link to the survey. We're doing social media pushes, we're trying to do PSA's and work with some of our other partners to get word out about getting the Opt-In Survey to have as much participation as possible. So we're excited about that and looking forward to the results. The final results and the aggregation of all of the data will occur at the end of February. And we're looking to have a presentation for the Governing Body in the early part of March. The idea is that information will help feed directly into the budget process. Is it perfect, no it's not perfect with timing, but it will be able to lend significantly to the conversation for the budget hearings."

Mr. Johnson continued, "In the meantime, everybody here attended the presentation by Mr. Mark Friedman for the Results Based Accountability. One of the things he discussed which is critical, is first that we agree upon our nomenclature for word choices. So in the next packet, you'll see a proposal simply agreeing on using terms like population indicators, performance measurements for departments and being specific, so as we go forward we are all speaking the same language when we get into these discussions and we don't get lost."

Mr. Johnson continued, "Additionally, in that packet we will include a proposal that will essentially capture what we are calling quality of life ambitions, that are directly informed by the results of the survey. And that will be open for policy direction for this body and the Governing Body to make suggestions and changes as to what are the things that are stated differently, and such. But we're going to provide a framework and not start from a blank canvas. Again, these things all feed into the budget process coming up this year, so I wanted to give you an update about that."

Mr. Johnson continued, "Just a couple of comments about tonight. So I definitely sense the frustrations, and I share the frustrations about the contracts, about the errors in the packet. I can tell you that since I took over in this role, one I take full responsibility for any errors that you find, because I am the last reviewer. I do review the entire packet. It is large. I don't catch everything. In my short time, we have made improvements to things like the insurance. We still have room for improvement on that. In some ways, it's gotten down to just checking for the certificate, because before, oftentimes, we didn't even have a certificate. So I missed the Kitchen Angels discrepancy, and we'll definitely get better at that."

Mr. Johnson continued, "But a couple of other thing, though. The theme of how did this happen, how did the thing happen with the temp employees. Well I can tell you, my observation as management, that we have to execute better. Why this happened is because the last ERP system was not executed correctly. There are components to it that are not built out. Components that track contracts, that track the dates and types of class of employees. All these things are potentials of that system that were never done."

Mr. Johnson continued, "So I want that to be known, so that everybody here understands the heavy lift that is occurring with doing it really well this time, with the investment we are making, and we're going to pick up on all of those things that really should be caught by an automatic process. For example, the process by which we have temporary employees outstanding in the City past their 9 months, is simply that you have to take action to get that to terminate, rather than an automatic door closing. And that's what the new ERP, built properly, will do."

Mr. Johnson continued, "And then that reads into Mayor Pro-Tem Lindell's question and frustration of not getting a straight answer about how this is going to lead to efficiency with the Telestaff. What I can say is, directly with that one, we certainly have problems in payroll that will be fixed by that implementation that will drive down some of the cost of payroll. The reality is that this organization is incredibly reactive and not proactive, because we're constantly fixing errors like this."

Mr. Johnson continued, "Will the new system replace jobs. It certainly will replace tasks. Does that amount to replacing jobs, I don't think we know that yet. And I think it would be great to document along the way what tasks are going away and what jobs are being retooled, so that we get a clear vision of what the City.... which will look vastly different in its operations 2 years from now, vastly different. We have an incredible number of manual processes that are error-ridden. These are all frustrations I share, goals that I share, that I know the City Manager shares and other Department Directors share. So I want you to know you aren't alone in those frustrations this evening, and we are working on it, day in and day out. With that, I'll stand for any questions about anything I've said and look forward to bringing you more information at the next Committee [meeting] about the budget cycle."

Acting Chair Lindell thanked him for the information.

Councilor Ives said, "Just on a couple of those points. I certainly appreciate that the ERP system will allow us to do a much better job tracking responsiveness in tracking dates on contracts and all those things. I don't think for me there is a more fundamental failure on the City's part in terms of having heard those problems which is people either were not paying attention and do know better, or intentionally didn't care what the proper procedures were, or we run into the circumstance where we have temporary employees who are hired for 9 consecutive years. And this says to me that there was some intentionality in allowing a system that people understood was inappropriate to continue for that long."

Councilor Ives continued, "Somehow we've got to change the internal attitude that allows people to think it's okay in performing their jobs to allow these types of gross errors to occur over extended periods of time. And frankly I don't know how to explain how that happens, which is why I encouraged Lynette to talk to the City Manager and really try and understand what the problem there was, because how do you explain that to someone in the City. Folks who are fighting for jobs and working and saying, oh yeah, we had a temporary employee and we just kept him on for 9 years, even though that was against all our policies and procedures, but we just did it."

Councilor Ives continued, saying he doesn't want to have these conversations with anybody outside of these halls. He said a lot relates to accountability. He said perhaps he will introduce a measure in support of doing a compensation and classification study at Council next week, because he thinks that is an important part of this process as well. He said he doesn't want to argue with you, and he does not disagree that the system is part of the solution, but at some point in time, people have to step up and say, that was part of my job, I didn't do it. Or that was part of my job and I'm going to do it better and really take responsibility, because again, we are working for the people. And if we can't accept that type of responsibility honestly, the City is probably not the place for you.

Mr. Johnson said, "I concur completely, and I don't rely on the ERP being the solution to everything, because we have a ways to go to even get there. And we are working on strategies, in particular, to prevent the contract issue coming up in this budget cycle where I'm having everybody inventory all their contracts, and they will be itemized in the budget. And so we'll be able to see those. It's a lot of time on this body to come back and review them after the fact, and it is frankly inappropriate."

Councilor Harris said, "Just to reinforce what Councilor Ives said. It has to do with expectations. I'm just tired of seeing sloppy work. It's sloppy. David Chapman, it was inexcusable. I'm sorry, I realize you accepted responsibility to look at the last, but if people have a sense of dread coming to Finance Committee, at this point, I'm okay with it. I'm serious. I am tired of somebody... they don't even look at it. And that happened a lot this evening. I even pulled my punches on a couple of them. We didn't have a Certificate of Insurance on the Zulu properties. It wasn't there. So, at any rate, it's not just the ERP. I understand that, but there needs to be an understanding that people have to perform at a higher level. That's all these is to it."

## 27. MATTERS FROM THE COMMITTEE

A copy of "Bills and Resolutions scheduled for introduction by members of the Governing Body," for the Finance Committee meeting of January 3, 2017, is incorporated herewith to these minutes as Exhibit "3."

Acting Chair Lindell introduced the following on behalf of Councilor Dominguez: A Resolution approving the Cost Share Agreement between the City of Santa Fe and Santa Fe County to provide matching funds in order to receive Water Trust Board financing in FY 2017/18. A copy of the Resolution is incorporated herewith to these minutes as Exhibit "4."

Councilor Ives said earlier he was responding to the request for responses to what Mr. Johnson said. He said, beyond the question on the programmatic assessment, we now have a defined set of programs, but little else on those sheets. He asked when and how are those sheets going to be populated with all the juicy information we would love to get to.

Mr. Johnson said the plan/strategy to get departments trained on developing performance measures and being able to answer the questions: How much, how well and is anybody better off, as well as understand the nuances and aspects to really looking at partnership opportunities and also understanding where you are going to need to be able to develop a way to get data that you currently can't [get], is all going to happen in April 2017. He said even if the departments were to develop that now, that information would not inform this upcoming budget hearing process, because we would only have, perhaps, identified what the public measures are. We will then need to go forward and do the data collection for it. And this a management/strategic management recommendation he made to not combine the development of their operating proposals, capital proposals with that so we get a much higher quality outcome of both, separately, at the end.

Mr. Johnson said, "And I certainly heed and hear the frustration with that, but as I proposed at the beginning of this year, I promised to deliver it by the end of this year, and I plan to fulfill that promise."

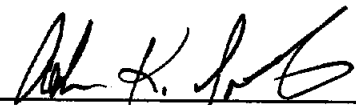
Councilor Ives said, "I would only say, and I don't know if I'm quoting from 'Sandlot,' or 'Stand by Me,' that line that says, 'Smalls, you're killing me.' Thank you for your continued work on that, and I look forward to the baselines as well."

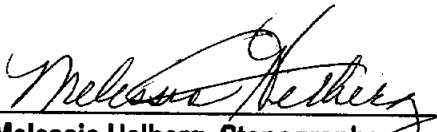
## 28. ADJOURN

There was no further business to come before the Committee, and the meeting was adjourned at approximately 7:45 p.m.

  
Carmichael A. Dominguez, Chair

Reviewed by:

  
Adam Johnson, Acting Finance Director  
Department of Finance

  
Melessia Helberg, Stenographer