



Agenda

**PUBLIC WORKS/CIP & LAND USE
COMMITTEE MEETING
CITY HALL COUNCIL CHAMBERS
MONDAY, JUNE 24, 2019
5:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM JUNE 10, 2019, PUBLIC WORKS COMMITTEE MEETING

CONSENT AGENDA

6. Request for Approval of (8) State General Fund Agreements (GFA) Between the City of Santa Fe and the State of New Mexico for a Total of \$12,267,000 (David Chapman, Grant Administrator-Writer, dachapman@santafenm.gov, 955-6824)
 - Request For Approval to Increase Project Budget as Indicated

COMMITTEE REVIEW

Finance Committee (Scheduled)	07/01/19
Council (Scheduled)	07/10/19

7. Request for Approval of a Professional Services Agreement Between the City of Santa Fe and The Santa Fe Railyard Community Corporation (SFRCC) to Fund the Railyard Events Marketing, Plaza Stage, Sound and Lighting Equipment, and Digital Movie Projection Rental in the Amount of \$75,000 (Robert Siqueiros, Railyard Project Administrator, , rmsiqueiros@santafenm.gov, 955-6977)

COMMITTEE REVIEW

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Council (Scheduled)	07/10/19

8. Request for Approval of a Professional Services Agreement Between the City of Santa Fe and The Santa Fe Railyard Park Conservancy for Management of the Santa Fe Railyard Park Programs in the Amount of \$150,000 (Robert Siqueiros, Railyard Project Administrator, rmsiqueiros@santafenm.gov, 955-6977)

COMMITTEE REVIEW

Finance Committee (Scheduled) 07/01/19
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9. Request for Approval Amendment No. 1 to Professional Services Agreement for Kathleen Lawicki d/b/a Santa Fe DWI School LLC Item #17-0735 for DWI School Instruction (Robert Vasquez, Deputy Chief of Police, rivasquez@santafenm.gov, 955-5163)

COMMITTEE REVIEW

Finance Committee (Approved) 06/17/19
Council (Scheduled) 06/26/19

10. Request for Approval and the Recommendation of Award for Professional Services Agreement for Annual Medical Physicals for the Santa Fe Fire Department Under RFP 19/26/P with Life Scan Wellness Center in the Amount of \$94,950 for FY20 (Brian Moya, Health and Safety Officer, bjmoya@santafenm.gov, 955-3111)

COMMITTEE REVIEW

Finance Committee (Scheduled) 07/01/19
Council (Scheduled) 07/10/19

11. Request for Approval of Amendment #7 to 18-0552 Universal Protection Service LP dba Allied Universal Security Services in the Total Amount of Nine Hundred Thirty Thousand Six Hundred Ninety Four Dollars and Ninety Eight Cents (\$930,694.98) Plus Applicable Gross Receipts Tax for Professional Security Services; Universal Protection Service, LP/DBA Allied Universal Security Services (David Silver, Emergency Manager, dmsilver@santafenm.gov, 955-6537)

COMMITTEE REVIEW

Finance Committee (Approved) 06/17/19
Council (Scheduled) 06/26/19

12. Market Station:

Request for Approval of the Second Amendment to the Amended and Restated Ground Lease Between the City of Santa Fe, the Santa Fe Railyard Community Corporation, and WPOI III, LLC (500 Market, LLC) for the Market Station Property (Kevin Kellogg, Asset Development Director, kckellogg@santafenm.gov, 955-6213)

- Request for Approval of the First Amendment to the Market Station Condominium Declaration Between the City of Santa Fe, Santa Fe Railyard Community Corporation, and WPOI III, LLC

COMMITTEE REVIEW

Finance Committee (Approved) 06/17/19
Council (Scheduled) 06/26/19

13. Request for Approval to Enter Into An Agreement in the Amount of \$80,325 plus Applicable Gross Receipts Tax for the Rental of Seventeen (17) Reserved Parking Spaces on a Monthly Basis at the Water Street Municipal Lot at the Rate of \$131.25 per Space per Month, for Three Years; Hotel St. Francis (Noel Correia, Parking Division Director, npcorreia@santafenm.gov, 955-6611)

COMMITTEE REVIEW

Finance Committee (Approved) 05/20/19
Council (Scheduled) 06/26/19

14. Request for the Approval of Amendment No. 4 to Extend the Term and Increase Compensation of the Administrative Services Agreement #15-0757 in the Total Amount of \$113,706 for City of Santa Fe Employer Sponsored Health and Life Insurance Benefits; Cigna Health and Life Insurance Company (Bernadette Salazar, HR Director, bjasalazar@santafenm.gov, 955-6591)

COMMITTEE REVIEW

Finance Committee (Approved) 06/17/19
Council (Scheduled) 06/26/19

15. Request for Approval of Amendment #4 of Addendum #16-0903 of GSA Contract in the Amount of \$109,700.30 Excluding NMGRS for Time and Attendance Software Subscriptions to Extend Term (1) One Year; immixTechnology, Inc. (Juan Blea, Project Manager, jmblea@santafenm.gov, 955-6595)

COMMITTEE REVIEW

Finance Committee (Approved) 06/17/19
Council (Scheduled) 06/26/19

16. Request for Approval of an Ordinance Amending Section 14-5.5 (D) Regarding the Midtown Local Innovation Corridor Overlay District to Specify That the Provisions of the Midtown Local Innovation Corridor Shall Supersede the Provisions of Any Other Overlay District(s), Including, but Not Limited to, the South Central Highway Corridor Protection District as Set Forth in Subsection 14-5.5 (A); and Amending Table 14-5.5-4 to Remove References to Structures That Fall Within the South Central Highway Corridor Protection District That Also Fall Within the Midtown Local Innovation Corridor Overlay District (Councilor Ives) (Carol Johnson, AICP, Land Use Department Director, crjohnson@santafenm.gov, 955-6617)

COMMITTEE REVIEW

Planning Commission (Approved) 05/16/19
Council (Request to Publish Notice) (Scheduled) 06/26/19
Finance Committee (Scheduled) 07/01/19
Council (Public Hearing) (Scheduled) 08/31/19

17. Request for Approval of a Resolution Authorizing and Approving Submission of a Completed Application for Financial Assistance and Parking Facilities Equipment Project Approval to the New Mexico Finance Authority (Councilor Joanne Vigil Coppler) (Bradley Fluctsch, Financial Planning and Reporting Manager, bjfluctsch@santafenm.gov, 955-6885)

COMMITTEE REVIEW

Finance Committee (Approved) 06/17/19
Council (Scheduled) 06/26/19

DISCUSSION AGENDA

18. Request for Approval of Renewal for Fiscal Year 2019-2020 Comprehensive Insurance Program Coverages for the City of Santa Fe in the Total Amount of \$2,723,016.15 for Annual Insurance Premiums; RFP#12/19/P; AJ Gallagher (Barbara Boltrek, bcboltrek@santafenm.gov, 955-5624)

COMMITTEE REVIEW

Finance Committee (Approved)
Council (Scheduled)

06/17/19
06/26/19

19. MATTERS FROM STAFF
20. MATTERS FROM THE COMMITTEE
21. MATTERS FROM THE CHAIR
22. NEXT MEETING: **MONDAY, JULY 8, 2019**
23. ADJOURN

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

RECEIVED AT THE CITY CLERK'S OFFICE	
DATE:	June 20, 2019
TIME:	6:55 AM

**SUMMARY INDEX FOR
PUBLIC WORKS/CIP & LAND USE COMMITTEE
June 24, 2019**

ITEM	ACTION	PAGE
1. Call to Order	Convened at 5:00 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as amended	1-2
4. Approval of Consent Agenda	Approved as amended	2
5. Approval of Minutes - June 10, 2019	Approved	2
CONSENT AGENDA LISTING	Listed	2-4
CONSENT AGENDA DISCUSSION		
6. State General Fund Agreements	Approved	4-6
9. DWI School PSA	Approved	6
13. Hotel St. Francis reserved parking	Approved	6-9
DISCUSSION AGENDA		
18. Street Repairs - Sierra del Norte BAR	Approved	9
19. MATTERS FROM STAFF	Comments	12
20. MATTERS FROM THE COMMITTEE	Comments	12
21. MATTERS FROM THE CHAIR	Comments	12-13
22. NEXT MEETING:	Tuesday, July 8, 2019	13
23. ADJOURN	Adjourned at 5:44 p.m.	13

MINUTES OF THE
CITY OF SANTA FE
PUBLIC WORKS/CIP & LAND USE COMMITTEE

Monday, June 24, 2019

1. CALL TO ORDER

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

2. ROLL CALL

Roll Call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

Councilor Peter N. Ives, Chair
Councilor Roman Abeyta
Councilor JoAnne Vigil Coppler
Councilor Renee Villarreal,

MEMBERS EXCUSED:

Councilor Michael Harris [excused]

STAFF PRESENT:

Regina Wheeler, Public Works Director

OTHERS PRESENT:

Carl Boaz, Stenographer

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

3. APPROVAL OF AGENDA

MOTION: Councilor Abeyta moved, seconded by Councilor Vigil Coppler, to approve the agenda as presented.

VOTE: The motion passed by unanimous (3-0) voice vote with Councilors Abeyta, Vigil Coppler and Villarreal voting in favor and none voting against.

4. APPROVAL OF CONSENT AGENDA

Councilor Vigil Coppler requested discussion on items 6 and 13

Councilor Villarreal requested discussion on items 9 and 13

MOTION: Councilor Abeyta moved, seconded by Councilor Villarreal, to approve the consent agenda as amended, with items 6, 9, and 13 pulled for discussion.

VOTE: The motion passed by unanimous (3-0) voice vote with Councilors Abeyta, Vigil Coppler and Villarreal voting in favor and none voting against.

5. APPROVAL OF MINUTES FROM June 10, 2019 PUBLIC WORKS COMMITTEE MEETING

MOTION: Councilor Villarreal moved, seconded by Councilor Vigil Coppler, to approve the June 10, 2019 minutes as presented.

VOTE: The motion passed by unanimous (3-0) voice vote with Councilors Abeyta, Vigil Coppler, and Villarreal voting in favor and none voting against.

CONSENT AGENDA LISTING

7. Request for Approval of a Professional Services Agreement Between the City of Santa Fe and The Santa Fe Railyard Community Corporation (SFRCC) to Fund the Railyard Events Marketing, Plaza Stage, Sound and Lighting Equipment, and Digital

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17. Request for Approval of a Resolution Authorizing and Approving Submission of a Completed Application for Financial Assistance and Parking Facilities Equipment Project Approval to the New Mexico Finance Authority (Councilor JoAnne Vigil Coppler) (Bradley Fluetsch, Financial Planning and Reporting Manager, bfluetsch@santafenm.gov, 955-6885)

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07/01/19

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Councilor Vigil Coppler understood this is to start tracking funds from the Legislature and a discussion for the narratives Mr. Chapman put together. She assumed the Committee would get more details as the projects go through.

Director Wheeler noted that this is a very formal step - to sign agreements for receiving the money. Then each one will come later on an agenda.

Councilor Vigil Coppler asked if the extra 10,000 square feet at the Airport will go through all committees and the Committee review design options.

Director Wheeler agreed. The Council just approved the design with Molzen Corbin, and we will next get feedback on the initial expanded design with an open house at the airport.

Councilor Vigil Coppler asked if the Committee will have time to decide that.

Director Wheeler agreed.

Councilor Vigil Coppler asked if it would be the same process for the Teen Center.

Director Wheeler said the Teen Center is earlier on. It is partially funded and is at the end of public engagement. The Human Services Committee will bring community input in September.

Councilor Vigil Coppler did not recall that the Council chose that site.

Councilor Abeyta explained that the site was chosen by previous Councils.

Councilor Vigil Coppler wanted that to be part of the detail before them.

Councilor Abeyta remembered there was also a design already done by an architect the City hired 7-8 years ago.

Director Wheeler agreed and said that it being updated. It is interesting because we need a facility to serve for the next 20 years in order for teens to be supported. They also need childcare and access to career development opportunities and we will definitely bring results of public involvement on top of the design.

Councilor Vigil Coppler would like those documents to be part of the materials submitted and to have them sooner.

Director Wheeler agreed to provide them ahead of the meeting.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Abeyta, to approve the State General Fund Agreements with documents provided.

VOTE: The motion passed by unanimous (3-0) voice vote with Councilors Abeyta, Vigil Coppler, and Villarreal voting in favor and none voting against.

9. Request for Approval Amendment No. 1 to Professional Services Agreement for Kathleen Lawicki d/b/a Santa Fe DWI School LLC Item #17-0735 for DWI School Instruction (Robert Vasquez, Deputy Chief of Police, rvasquez@santaferm.gov, 955-5163)

COMMITTEE REVIEW

Finance Committee (Approved)
Council (Scheduled)

06/17/19
06/26/19

Councilor Villarreal looked for Deputy Chief Vasquez, who had sent an email to her identifying the increase of the contract and the decision to add more years to the

contract. It also stated the length of the DWI School. The PSA has a base amount for the instructor and payment for space at a Baptist church. She said she would abstain to get further information on it.

Chair Ives had one question on the service providers in the community. But he wanted like to see it move forward as it goes to Council.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Abeyta, to approve the PSA Amendment for DWI School on condition of getting information prior to the Council meeting.

VOTE: The motion passed on a voice vote with Councilors Abeyta and Vigil Coppler voting in favor and Councilor Villarreal abstaining. Chair Ives voted in favor.

13. Request for Approval to Enter Into An Agreement in the Amount of \$80,325 plus Applicable Gross Receipts Tax for the Rental of Seventeen (17) Reserved Parking Spaces on a Monthly Basis at the Water Street Municipal Lot at the Rate of \$131.25 per Space per Month, for Three Years; Hotel St. Francis (Noel Correia, Parking Division Director, nocorreia@santafenm.gov, 955-6611)

COMMITTEE REVIEW

Finance Committee (Approved)
Council (Scheduled)

05/20/19
06/26/19

Councilor Vigil Coppler had questions regarding consistency. This came before us long ago and got pulled off. The 17 reserved spaces seemed to be a low amount per space. She asked if this agreement is consistent with agreements with other hotels and businesses.

Director Wheeler agreed. It is the same rate in many other agreements.

Mr. Correia explained the purpose of being at \$131.35 per month is for anyone who wants a reserved space. The hotel asked first for reserved spaces for valet parking at St. Francis. They have parked in the Water Street lot for years. And now they are moving their staff - since the lot now has normal gates. The Parking Division has to have accountability. The hotel gets a monthly invoice for the reserved lots for one year.

Secondly, when the cashiers were present, they would collect the tickets that were validated. A lot of those tickets were not for guests. So employees were validating freely. To get it to coincide with the change to unmanned operations, the goal is for tracking. And, at the end of the year, we will go back at a higher rate, based on the

tracking.

Councilor Vigil Coppler asked if these are assigned spaces.

Mr. Correia said they are assigned, and they are marked for anyone who wants a reserved space.

Councilor Vigil Coppler asked if they still pay for them even if people don't use them.

Mr. Correia agreed. And for all cars parked in reserved spaces, the Parking Division can identify whether they are legally there or not.

Councilor Vigil Coppler asked if this is the only hotel with such an agreement or if there are others.

Mr. Correia said this is the only hotel.

Councilor Vigil Coppler wondered if other hotels are validating the parking tickets.

Mr. Correia said the other hotels have their own parking. There are two businesses using three spaces in the Sandoval garage.

Councilor Vigil Coppler noted we recently approved parking for Bienvenidos. She asked what they are being charged.

Mr. Correia said that is an entirely different type of agreement. Those spaces are for volunteers and the agreement has been in place for years.

Director Wheeler clarified that the volunteers provide service for the exchange of a parking space and it is through a contract.

Councilor Vigil Coppler pointed out that we can revisit all of them when we revise the parking policy.

Director Wheeler agreed. It is time to reassess the rates.

Councilor Vigil Coppler asked how the \$131.35 was established.

Mr. Correia said when he started working here, he felt the rate was too low and it was increased by a certain percentage. The \$131.25 required a lot of justification. Now, the demand is higher, so demand based parking is coming back to the Governing Board.

Councilor Vigil Coppler asked if it coincided with meter increases.

Mr. Correia said it was just ahead of that.

Councilor Villarreal referred to the FIR and said she didn't understand what he said about the difference between the \$30,000 and the permits at \$26,000.

Mr. Correia said he was just comparing them on the FIR.

Councilor Villarreal asked how many parking spaces would be lost with the public restrooms.

Mr. Correia said it depends on which corner the restrooms are located. If at Don Gaspar and Water, it would be about 27 spaces. At the other corner, and by adjusting spaces by 90 degrees, only 12 or 13 spaces will be lost.

Councilor Villarreal asked when Tourism will decide on the location.

Mr. Correia did not know.

Councilor Villarreal asked about the Tourism employees parking.

Mr. Correia said those employees park in both Water Street and Sandoval parking lots. The monthly parkers have a placard hung in their cars.

Councilor Villarreal asked about the design.

Mr. Correia said they have already decided which design is to be used.

Chair Ives agreed, and it is being reviewed by the Mayor's office now.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Abeyta, to approve the Parking Agreement with Hotel St. Francis.

VOTE: The motion passed by unanimous (3-0) voice vote with Councilors Abeyta, Vigil Coppler, and Villarreal voting in favor and none voting against.

DISCUSSION AGENDA

18. Request for Approval of Renewal for Fiscal Year 2019-2020 Comprehensive Insurance Program Coverages for the City of Santa Fe in the Total Amount of \$2,723,016.15 for Annual Insurance Premiums; RFP#12/19/P; AJ Gallagher (Barbara Boltrek, bcboltrek@santafenm.gov, 955-5624)

COMMITTEE REVIEW

Finance Committee (Approved)
Council (Scheduled)

06/17/19
06/26/19

Ms. Boltrek said this is the first year bringing the Insurance Program to Public Works. It was on discussion at Finance because we had a presentation. We have an 8-year contract with the broker who searches for policies each year. Most of them have high deductibles. The packet shows most claims are less than the high deductible.

She said they have a BAR for insurance for Midtown of \$240,000 and moved the money from rental income.

Councilor Villarreal clarified on page 5 the matrix of different lines that there are different aspects on the General Liability insurance where she was curious about assault and battery.

Ms. Boltrek said she would have to check with the broker on that. If it was an employee, they should not be covered.

Councilor Villarreal also wondered about the difference between the different property insurance options.

Ms. Boltrek said that was because of so many claims with hurricanes and tornadoes. The broker is shopping at different companies to get to the entire amount.

Councilor Villarreal pointed out Lexington and Landmark regarding excess property and asked how that is different.

Ms. Boltrek explained that Lexington and Landmark would split it and if the total exceeded the maximum, excess would cover it.

Councilor Villarreal thought it was very confusing. But it essentially covers us and our property. She asked if Ms. Boltrek could let her know what assault and battery is about.

Ms. Boltrek agreed.

Councilor Vigil Coppler asked if there is a general percent increase overall. Secondly, in the discussions with provider, where the biggest risks are.

Ms. Boltrek offered to forward the action plan to Councilor Vigil Coppler. She said the identified six categories and created an action plan to reduce losses. She agreed to send the information on the increases by email to the members.

Chair Ives mentioned reading a detailed article in Sunday's newspaper that covered the City's major losses. It was very helpful to understand where payouts occurred.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Abeyta, to approve.

VOTE: The motion passed by unanimous (3-0) voice vote with Councilors Abeyta, Vigil Coppler, and Villarreal voting in favor and none voting against.

19.MATTERS FROM STAFF

Director Wheeler reminded the Committee about the capital planning process for FY20 to separate out those already funded. This is a time for informal additions to the list and it has each District's Councilors. This is a time when Councilors could request capital projects. Then she would recompile the list and meet and prioritize them on the ICIP for submitting to DFA in September.

20.MATTERS FROM THE COMMITTEE

Councilor Vigil Coppler announced the first Arroyo Chamiso meeting will occur on July 2 at 6:00 pm, maybe at GCCC. This will be the first information meeting with the residents that surround the proposed Arroyo Chamiso Crossing. She clarified that it is not part of the RFP. She and Councilor Harris felt it would be helpful to have at least two such meetings. John Romero and the Council Liaison are helping to put that together. Mr. Romero will be leading to walk people through it. Comment cards will be collected from attendees and considered. She indicated they have a mailing list to let people know and do the outreach. She has mentioned it at all the HOA meetings she has been attending.

Councilor Vigil Coppler saw where it appeared that the Streets Crew was fixing potholes on one side of the street but did not fix the potholes nearby on the other side of the street. The place she noticed was on Yucca at Rodeo Road. She asked if there

was a reason why they would not fix all of them in close proximity.

Director Wheeler said they are trying to group the work, but they also need to have traffic control. She noted that Yucca is on that list.

Councilor Vigil Coppler said the other place she saw that was on Camino Carlos Rey. Councilor Harris also had complaints about Camino Carlos Rey and they both put in complaints.

Director Wheeler said they will keep working on them. It is very inefficient to fix them one pothole at a time, but they have no allocated funds to grind up and redo the paving.

Councilor Vigil Coppler asked Director Wheeler to relay to her staff to please fix all the potholes that are right there together.

Director Wheeler thought it was different with Rodeo Road and Yucca, but she would find out.

21. MATTERS FROM THE CHAIR

Chair Ives mentioned that we lost a street sign from wind at Candela and Candelaro Streets. There were two other potholes on the left hand turning lane on Zia near St. Francis about fifteen feet west of the railroad tracks.

He had an email from the owner of 1895 Candela Street that her house was flooded with 12" of water in July 2018. The City is responsible for the drainage.

He also received a copy of a letter to the Mayor from business and homeowners on Aztec Street of a derelict house there. The letter was to ask for someone to take a look at that and he will forward the letter to Director Johnson and the City Attorney.

Councilor Vigil Coppler said there were two more major potholes on either side of the railroad track on Rodeo Road.

22. NEXT MEETING: MONDAY, JULY 8, 2019

23. ADJOURN


Having completed the agenda and with no further business to come before the

Committee, the meeting was adjourned at 5:48 p.m.

Approved by:

Peter N. Ives, Chair

Submitted by:



Carl Boaz for Carl G. Boaz, Inc.