

**City of Santa Fe, NM**  
**Regular Committee**  
**Monday, August 19, 2019**  
**5:00 PM – Finance Committee**  
**Council Chambers**

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

**4. APPROVAL OF CONSENT AGENDA**

**5. APPROVAL OF MINUTES**

- a. Regular Finance Committee Minutes - August 5, 2019

Item a

**6. CONSENT AGENDA**

- a. Request for Approval of Budget Amendment Resolution to Cover SFUAD General Liability Insurance. (Bradley Fluetsch, CFA, Planning and Investment Officer, bjfluetsch@santafenm.gov, 955-6885)

Item a

- b. Request for Approval of State Price Agreement #70-805-17-15677 Expected to Exceed an Amount of \$60,000 for the Procurement of Bulk Fuel; Various Vendors (Daniel Garcia, Fleet Section Manager, dagarcia@santafenm.gov, 955-2351)

Item b

- c. Request for Approval of State Price Agreements: 90-000-19-0063, 90-000-19-00015, 60-000-16-00050, 90-000-19-00049AA, AB, in an Amount Expected to Exceed \$60,000 for the Procurement of General Repair, Supplies, Maintenance of City Owned Vehicle Equipment; Multiple Vendors. (Daniel Garcia, Fleet Section Manager, dagarcia@santafenm.gov, 955-2351)

Item c

- d. Request for the Approval of Exempt Procurement in the Total Amount of \$295,000 for the Purchase of Books, Related Materials and Standing Orders with Baker & Taylor (Jeffrey Donlan, Interim Library Division Director, jpdonlan@santafenm.gov, 955-6788)

Item d

- e. Request for Approval of a Budget Amendment Resolution (BAR) to transfer \$77,754 from ORG 5110352 to ORG 5050385 to Reclassify and Fund the Special Project Administrator Position 1725 to a Water System Operator Entry. (Shannon Jones, Public Utilities Department Director, swjones@santafenm.gov, 955-4267)

Item e

- f. Request for Approval of Amendment No. 1 to Professional Services Agreement to Extend the Term to June 30, 2022; Service Line Warranties of America: Utility Service Partners. (Shannon Jones, Public Utilities Department Director, swjones@santafenm.gov, 955-4267)

Item f

Item f- BR.pdf

g. Request for Approval of Award of Bid No. '19/18/B to TLC Company, Inc. for the Canyon Road Water Treatment Plant Raw Water Supply Pipeline – CIP # 3038C for the Amount of \$2,935,706.75 Inclusive of NMGRT. (Robert Jorgensen, Engineer, [rjorgensen@santafenm.gov](mailto:rjorgensen@santafenm.gov), 955-4265)

1) Request for Approval of Budget Amendment Resolution to Increase Funds from the Cash Balance for the Total Amount of \$2,935,707

Item g

h. Request for Approval of Award of Bid No. '19/26/B to Associated Asphalt and Materials LLC for Asphalt for four (4) years for the Amount of \$25,000 per Fiscal Year beginning with FY 2019/2010 for a Total Amount of \$100,000 Exclusive of NMGRT. (Mike Moya, Transmission & Distribution Manager, [mrmoaya@santafenm.gov](mailto:mrmoaya@santafenm.gov), 955-4243)

Item h

i. Request for Approval of Award of Bid '19/25/B to Southwest Landscaping Material LLC for Base Course, Crushed Gravel, Concrete and Sand to be used for Everyday Operations for four (4) Years for the Amount of \$25,000 per Fiscal Year Beginning with FY 2019/2020 for a Total Amount of \$100,000 Exclusive of NMGRT. (Mike Moya, Transmission & Distribution Manager, [mrmoaya@santafenm.gov](mailto:mrmoaya@santafenm.gov), 955-4243)

Item i

j. Request for Approval of a Budget Adjustment Resolution for Budget Increase/Re-appropriation from the Water Enterprise Fund for the Award of Bid '19/08/B for A.A.C. Construction LLC for the Total Amount of \$250,000 Inclusive of NMGRT. (Bill Huey, Engineer, [bchuey@santafenm.gov](mailto:bchuey@santafenm.gov), 955-4273)

Item j

k. Request for the Approval of a Contract for Services Using NM State Price Agreement #90-000-19-00057 for Construction Remodeling Services at the City of Santa Fe Salvador Perez Recreation Center at 601 Alta Vista Street with FacilityBuild, Inc., for the Total Amount of \$268,388.95 Inclusive of NMGRT (Curt Temple, Public Works Project Administrator, [cetemple@santafenm.gov](mailto:cetemple@santafenm.gov), 955-5935)

Item k

l. Request for Approval using State Price Agreement # 90-000-18-00005 to Increase the Total Amount of Purchase Order #22000335 by an Additional \$14,977.26 for a Total Amount of \$74,977.26 for the Striping of Taxiway and Runway Pavements; Highway Supply Company. (Mark Baca, Airport Manager, [mbaca@santafenm.gov](mailto:mbaca@santafenm.gov), 955-2901)

Item l

m. Request for Approval of a Resolution Adopting the 2021-2025 Senior Infrastructure Capital Improvements Plan (ICIP) for the Division of Senior Services, Community Services Department. (Mayor Webber) (Romella Glorioso-Moss, Special Projects Administrator, [rsglorioso@santafenm.gov](mailto:rsglorioso@santafenm.gov), 955-4744)

Fiscal Impact: None

Committee Review:

Finance Committee

8/19/19 (scheduled)

City Council

8/28/19 (scheduled)

Item m

Item m-action sheet

n. Request for Approval of a Resolution Adopting the 2021-2025 Infrastructure Capital Improvements Plan (ICIP). (Councilor Ives) (Regina Wheeler, Public Works Department Director, rawheeler@santafenm.gov, 955-6622)

Committee Review:

Public Works Committee	8/12/19 (scheduled)
City Council	8/28/19 (scheduled)

Item n-rev

Item n-action sheet

o. Consideration of Bill No. 2019-25: An Ordinance Amending Section 23-6.2 SFCC 1987 Exempting Railyard Cars From the Requirements of Section 23-6.3 SFCC 1987; Changing the Requirements for When a Resolution Approving the Sale an Consumption of Alcohol on City Property Must be Adopted From Sixty Days Before the Event to Thirty Days Before the Event; and Amending Section 23-6.3 SFCC 1987 to Remove the Requirement to Post a Picture of the Manager in the Designated Drinking Area, Remove Restrictions on Alcohol by Volume Serving Sizes, and Change the Security Guard Requirement From Level Two to Level One. (Mayor Webber and Councilor Lindell) (Yolanda Vigil, City Clerk, yyvigil@santafenm.gov, 955-6327)

Fiscal Impact: None

Committee Review:

Public Works Committee	8/12/19 (scheduled)
City Council (request to publish)	8/14/19 (scheduled)
City Council (public hearing)	9/11/19 (scheduled)

Item o

Item o- action sheet

p. Request for Approval of an Ordinance Amending Various Section of Chapter 14, the Land Development Code, to Repeal the Summary Committee, a Subcommittee of the Planning Commission, Repeal Obsolete References to the Business Capitol District Development Review Committee, and Make Such Other Changes as Are Necessary to Provide Consistency. (Councilor Abeyta) (Noah Berke, Planner Manager, nlberke@santafenm.gov, 955-6647)

Fiscal Impact: <\$1,000>

Committee Review:

Planning Commission	6/6/19 (postponed)
Planning Commission	8/15/19 (scheduled)
Public Works Committee	8/26/19 (scheduled)
City Council (request to publish)	8/28/19 (scheduled)
City Council (public hearing)	10/8/19 (scheduled)

Item p-rev

**7. EXECUTIVE SESSION (IF NECESSARY) - In Accordance with the New Mexico Open Meetings Act, NMSA 1978, Section 10-15-1 (H)(6), Discussion in which the contents of competitive sealed proposals solicited pursuant to Procurement Code and discussed during the contract negotiation process**

a. Request for the Approval of Professional Services Agreement in the Total Amount of \$200,000 for Business Entrepreneur Accelerator Program; RFP # 19/48/P; Global Center for Cultural Entrepreneurship (GCCE dba Creative Startups). (Rich Brown, Economic Development Specialist, rdbrown@santafenm.gov, (505) 955-6625)

Item 7a

Item 7a-action sheet

**8. PRESENTATION, DISCUSSION AND ACTION**

a. Request for Approval of an Ordinance of the City of Santa Fe, New Mexico Authorizing and Providing for the Issuance and Sale of its Industrial Revenue Bonds for the Benefit of El Castillo Retirement Residences in an Aggregate Principal Amount Not to Exceed \$80,000,000 for the Purpose of Financing Acquisition, Construction, and Equipping of a New Adult Residential Retirement Facility to be Located at 401 Old Taos Highway in Santa Fe, New Mexico and Authorizing the Execution and Delivery of a Lease and Purchase Agreement Between the City and El Castillo Retirement Residences, an Indenture of Trust Securing Said Bonds, a Mortgage, a Bond Purchase Agreement, Closing Documents, and Such Bonds in connection Therewith; Providing for the Terms of the Series 2019 Bonds and Making Determinations as to the Sufficiency of the Lease Payments and Other Matters Related to the Project; Authorizing the Sale of Said Bonds and Any Ancillary Agreements in Connection Therewith; and Authorizing Other Matters Pertaining to the Issuance of Said Bonds. (Councilor Lindell) (Fabian Trujillo, Manager Office for Business Growth, ftrujillo@santafenm.gov, 955-6912)

Fiscal Impact: \$81,000 Revenue, \$30,000 Expenditure

Committee Review:

Economic Development Advisory Committee

6/26/19 (approved)

Finance Committee

7/1/19 (postponed)

Finance Committee

7/15/19 (postponed)

City Council (Request to Publish)

7/31/19 (scheduled)

City Council (Public Hearing)

9/11/19 (scheduled)

Item 8a

**9. PRESENTATION**

a. Informational - Upcoming CIP for Aeration Systems Improvements, Purchasing, Contracting Approaches and Critical Project Milestones. (Alan MacGregor, PE Engineering Supervisor, Wastewater Management, asmacgregor@santafe.nm.gov, 955-4623)

**10. MATTERS FROM STAFF**

**11. MATTERS FROM THE COMMITTEE**

**12. ADJOURN**

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: August 16, 2019

TIME: 2:37 PM

**SUMMARY OF ACTION  
FINANCE COMMITTEE  
CITY COUNCIL CHAMBERS  
MONDAY, AUGUST 19, 2019, 5:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	2
APPROVAL OF CONSENT AGENDA	APPROVED	2
APPROVAL OF MINUTES	APPROVED	2

**PRESENTATION, DISCUSSION, ACTION**

REQUEST FOR APPROVAL OF AN ORDINANCE OF THE CITY OF SANTA FE, NEW MEXICO AUTHORIZING AND PROVIDING FOR THE ISSUANCE AND SALE OF ITS INDUSTRIAL REVENUE BONDS FOR THE BENEFIT OF EL CASTILLO RETIREMENT RESIDENCES IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$80,000,000 FOR THE PURPOSE OF FINANCING ACQUISITION, CONSTRUCTION, AND EQUIPPING OF A NEW ADULT RESIDENTIAL RETIREMENT FACILITY TO BE LOCATED AT 401 OLD TAOS HIGHWAY IN SANTA FE, NEW MEXICO AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE AND PURCHASE AGREEMENT BETWEEN THE CITY AND EL CASTILLO RETIREMENT RESIDENCES, AN INDENTURE OF TRUST SECURING SAID	APPROVED	2-8
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	-----

BONDS, A MORTGAGE, A BOND PURCHASE AGREEMENT, CLOSING DOCUMENTS, AND SUCH BONDS IN CONNECTION THEREWITH; PROVIDING FOR THE TERMS OF THE SERIES 2019 BONDS AND MAKING DETERMINATIONS AS TO THE SUFFICIENCY OF THE LEASE PAYMENTS AND OTHER MATTERS RELATED TO THE PROJECT; AUTHORIZING THE SALE OF SAID BONDS AND ANY ANCILLARY AGREEMENTS IN CONNECTION THEREWITH; AND AUTHORIZING OTHER MATTERS PERTAINING TO THE ISSUANCE OF SAID BONDS.

**CONSENT AGENDA**

REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION TO COVER SFUAD GENERAL LIABILITY INSURANCE.	APPROVED	8-9
-------------------------------------------------------------------------------------------------	----------	-----

REQUEST FOR APPROVAL OF STATE PRICE AGREEMENT #70-805-17-15677 EXPECTED TO EXCEED AN AMOUNT OF \$60,000 FOR THE PROCUREMENT OF BULK FUEL: VARIOUS VENDORS.

REQUEST FOR APPROVAL OF STATE PRICE AGREEMENTS: 90-000-19-0063, 90-000-19-00015, 60-000-16-00059, 90-000-19-00049AA, AB, IN AN AMOUNT EXPECTED TO EXCEED \$60,000 FOR THE PROCUREMENT OF GENERAL REPAIR, SUPPLIES, MAINTENANCE OF CITY OWNED VEHICLE EQUIPMENT; MULTIPLE VENDORS.	APPROVED	9
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	---

REQUEST FOR THE APPROVAL OF EXEMPT PROCUREMENT IN THE TOTAL AMOUNT OF \$295,000 FOR THE	APPROVED	9-10
-----------------------------------------------------------------------------------------	----------	------

**PURCHASE OF BOOKS, RELATED MATERIALS AND STANDING ORDERS WITH BAKER & TAYLOR.**

<b>REQUEST FOR APPROVAL OF A BUDGET RESOLUTION (BAR) TO TRANSFER \$77,754 FROM ORG 5110352 TO ORG 5050385 TO RECLASSIFY AND FUND THE SPECIAL PROJECT ADMINISTRATOR POSITION 1725 TO A WATER SYSTEM OPERATOR ENTRY.</b>	<b>APPROVED ON CONSENT</b>	<b>10</b>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------	-----------

<b>REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT TO EXTEND THE TERM TO JUNE 30, 2022; SERVICE LINE WARRANTIES OF AMERICA; UTILITY SERVICE PARTNERS.</b>	<b>APPROVED ON CONSENT</b>	<b>10</b>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------	-----------

<b>REQUEST FOR APPROVAL OF AWARD OF BID NO. '19/18/B TO TLC COMPANY, INC. FOR TH CANYON ROAD WATER TREATMENT PLANT RAW WATER SUPPLY PIPELINE - CIP #3038C FOR THE AMOUNT OF \$2,935.706.75 INCLUSIVE OF NMGR.</b>	<b>APPROVED</b>	<b>10-12</b>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------	--------------

<b>REQUEST FOR APPROVAL OF AWARD OF BID NO. '19/26/B TO ASSOCIATED ASPHALT AND MATERIALS LLC FOR ASPHALT FOR FOUR (4) YEARS FOR THE AMOUNT OF \$25,000 PER FISCAL YEAR BEGINNING WITH FY 2019.2010 FOR A TOTAL AMOUNT OF \$100,000 EXCLUSIVE OF NMGR.</b>	<b>APPROVED ON CONSENT</b>	<b>12</b>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------	-----------

<b>REQUEST FOR APPROVAL OF AWARD OF BID '19/25/B TO SOUTHWEST LANDSCAPING MATERIAL LLC FOR BASE COURSE, CRUSHED GRAVEL, CONCRETE AND SAND TO BE USED FOR EVERYDAY OPERATIONS FOR FOUR (4) YEARS FOR THE AMOUNT OF \$25,000 PER FISCAL</b>	<b>APPROVED ON CONSENT</b>	<b>12-13</b>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------	--------------

YEAR BEGINNING WITH FY 2019/2020  
FOR A TOTAL AMOUNT OF \$100,000  
EXCLUSIVE OF NMGR.

REQUEST FOR APPROVAL OF A BUDGET ADJUSTMENT RESOLUTION FOR BUDGET INCREASE/RE-APPROPRIATION FROM THE WATER ENTERPRISE FUND FOR THE AWARD OF BID '19/08/B FOR A.A.C. CONSTRUCTION LLC FOR THE TOTAL AMOUNT OF \$250,000 INCLUSIVE OF NMGR.	APPROVED	13
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	----

REQUEST FOR APPROVAL OF A CONTRACT FOR SERVICES USING NM STATE PRICE AGREEMENT #90-000-19-00057 FOR CONSTRUCTION REMODELING SERVICES AT THE CITY OF SANTA FE SALVADOR PEREZ RECREATION CENTER AT 601 ALTA VISTA STREET WITH FACILITYBUILD, INC., FOR THE TOTAL AMOUNT OF \$268,388.95 INCLUSIVE OF NMGR.	APPROVED	13-15
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	-------

REQUEST FOR APPROVAL USING STATE PRICE AGREEMENT # 90-000-18-00005 TO INCREASE THE TOTAL AMOUNT OF PURCHASE ORDER #22000335 BY AN ADDITIONAL \$14,977.26 FOR A TOTAL AMOUNT OF \$74,977.26 FOR THE STRIPING OF TAXIWAY AND RUNWAY PAVEMENTS; HIGHWAY SUPPLY COMPANY.	APPROVED	15-17
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	-------

REQUEST FOR APPROVAL OF A RESOLUTION ADOPTING THE 2021-2025 SENIOR INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP) FOR THE DIVISION OF SENIOR SERVICES COMMUNITY SERVICES DEPARTMENT.	APPROVED	17-18
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	-------

REQUEST FOR APPROVAL OF A RESOLUTION ADOPTING THE 2021-2025 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP).	APPROVED	18-23
CONSIDERATION OF BILL NO. 2019-25; AN ORDINANCE AMENDING SECTION 23-6.2 SFCC 1987 EXEMPTING RAILYARD CARS FROM THE REQUIREMENTS OF SECTION 23-6.3 SFCC 1987; CHANGING THE REQUIREMENTS FOR WHEN A RESOLUTION APPROVING THE SALE AND CONSUMPTION OF ALCOHOL ON CITY PROPERTY MUST BE ADOPTED FROM SIXTY DAYS BEFORE THE EVENT TO THIRTY DAYS BEFORE THE EVENT; AND AMENDING SECTION 23-6.3 SFCC 1987 TO REMOVE THE REQUIREMENT TO POST A PICTURE OF THE MANAGER IN THE DESIGNATED DRINKING AREA, REMOVE RESTRICTIONS ON ALCOHOL BY VOLUME SERVING SIZES, AND CHANGE THE SECURITY GUARD REQUIREMENT FROM LEVEL TWO TO LEVEL ONE.	APPROVED	23-25
REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 14, THE LAND DEVELOPMENT CODE, TO REPEAL THE SUMMARY COMMITTEE, A SUBCOMMITTEE OF THE PLANNING COMMISSION, REPEAL OBSOLETE REFERENCES TO THE BUSINESS CAPITOL DISTRICT DEVELOPMENT REVIEW COMMITTEE AND MAKE SUCH OTHER CHANGES AS ARE NECESSARY TO PROVIDE CONSISTENCY.	APPROVED	25-29

EXECUTIVE SESSION IF NECESSARY	NONE	29
REQUEST FOR THE APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$200,000 FOR BUSINESS ENTREPRENEUR ACCELERATOR PROGRAM: RFP # 19/48/P; GLOBAL CENTER FOR CULTURAL ENTREPRENEURSHIP (GCCE DBA CREATIVE STARTUPS).	APPROVED	29-31

#### PRESENTATION

IMPLEMENTATION - UPCOMING CIP FOR AERATION SYSTEMS IMPROVEMENTS, PURCHASING, CONTRACTING APPROACHES AND CRITICAL PROJECT MILESTONES.	INFORMATION/DISCUSSION	31-33
MATTERS FROM STAFF	INFORMATION/DISCUSSION	32-35
MATTERS FROM THE COMMITTEE	NONE	35
ADJOURN	ADJOURNED	35

**FINANCE COMMITTEE  
CITY COUNCIL CHAMBERS  
MONDAY, AUGUST 19, 2019, 5:00 PM**

**1. CALL TO ORDER**

The meeting of the Finance Committee, was called to order by Councilor Roman Abeyta, Chair, at 5:00 pm on Monday, August 19, 2019 at City Hall in the City Council Chambers, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Councilor Roman Abeyta, Chair  
Councilor Christopher Rivera  
Councilor Signe Lindell  
Councilor Michael Harris  
Councilor Carol Romero-Wirth

**MEMBERS ABSENT**

**OTHERS PRESENT**

Mayor Alan Webber  
Mary McCoy, City of Santa Fe Finance Department Director  
Brad Fluetsch, City of Santa Fe Finance Department  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

Councilor Lindell asked to move item 8 to prior to the consent agenda items so that folks don't have to stay for an indeterminate amount of time. There are a lot of folks here tonight for that item.

Chair Abeyta said he wanted to remind everyone that this is not a public meeting tonight so there is no interaction with the public, but we can ask questions of the representatives here for the entities.

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Harris, to approve the agenda as amended.

**VOTE** The motion passed unanimously by voice vote.

**4. APPROVAL OF CONSENT AGENDA**

Councilor Rivera pulled items C, D, K, L, O and P for discussion.

Councilor Harris pulled items A, G, J and N for discussion.

Councilor Romero-Wirth pulled item M for discussion.

**MOTION** A motion was made by Councilor Harris, seconded by Councilor Lindell, to approve the consent agenda as amended.

**VOTE** The motion passed unanimously by voice vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR FINANCE COMMITTEE MINUTES  
AUGUST 5, 2019**

**MOTION** A motion was made by Councilor Harris, seconded by Councilor Lindell, to approve the minutes as presented.

**VOTE** The motion passed unanimously by voice vote.

**NOTE:** Item 8 was moved forward for consideration at this point.

**8. PRESENTATION, DISCUSSION AND ACTION**

**A. REQUEST FOR APPROVAL OF AN ORDINANCE OF THE CITY OF SANTA FE, NEW MEXICO AUTHORIZING AND PROVIDING FOR THE ISSUANCE AND SALE OF ITS INDUSTRIAL REVENUE BONDS FOR THE BENEFIT OF EL CASTILLO RETIREMENT RESIDENCES IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$80,000,000 FOR THE PURPOSE OF FINANCING ACQUISITION, CONSTRUCTION, AND EQUIPPING OF A NEW ADULT RESIDENTIAL RETIREMENT FACILITY TO BE LOCATED AT 401 OLD TAOS HIGHWAY IN SANTA FE, NEW MEXICO AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE AND PURCHASE AGREEMENT BETWEEN THE CITY AND EL CASTILLO RETIREMENT RESIDENCES, AN INDENTURE OF TRUST SECURING SAID BONDS, A MORTGAGE, A BOND PURCHASE AGREEMENT, CLOSING DOCUMENTS, AND**

**SUCH BONDS IN CONNECTION THEREWITH; PROVIDING FOR THE TERMS OF THE SERIES 2019 BONDS AND MAKING DETERMINATIONS AS TO THE SUFFICIENCY OF THE LEASE PAYMENTS AND OTHER MATTERS RELATED TO THE PROJECT; AUTHORIZING THE SALE OF SAID BONDS AND ANY ANCILLARY AGREEMENTS IN CONNECTION THEREWITH; AND AUTHORIZING OTHER MATTERS PERTAINING TO THE ISSUANCE OF SAID BONDS. Fabian Trujillo, Andrea Salazar, Al Joiner**

Mr. Trujillo said tonight Andrea Salazar will give you an update on all the activities since the last Council meeting. After that El Castillo CEO Al Joiner will make a presentation and then we will have questions.

Ms. Salazar reviewed the packet information.

Ms. Salazar said she forwarded to the Council letters from the County Assessor and the County Manager. El Castillo did make changes to their pilot proposing that for new pilot years 1 to 5 the tax abatement would be all taxes abated except public schools and the Community College and in year 6 the taxes would kick in to all government entities. Mr. Joiner will explain some of the reasoning behind that. They do need the first 5 years abatement for construction.

Ms. Salazar said pages 13-16 in the packet is the section that would be augmented. It does also effect section 3.111 and we will have to address some of the date issues.

Ms. Salazar reviewed the jobs and claw back provisions described in the packet.

Councilor Romero-Wirth said the 6<sup>th</sup> year to the remainder, what is the benefit to El Castillo in that time frame.

Ms. Salazar said they are still getting their IRB financing, but not the tax abatement.

Councilor Harris said on the jobs, which is something he has asked about consistently, the State does not require certified payrolls like they used to. How are they going to verify that.

Mr. Trujillo said they will provide us reporting like we do with LEDA in the form of an affidavit. They will get that from the general contractor. That is what we do with LEDA. It comes from the general contractor. They will provide us those reports quarterly. If they do not meet the percentage we will give them time to cure and if they are not able to they are in violation.

Councilor Harris asked does your office do any kind of verification.

Mr. Trujillo said with construction jobs that is hard to verify. That is why we do the affidavit. We can verify permanent jobs when they get to that point. For construction we have to depend on them.

Councilor Harris asked the 40% and 60% are those factored with subcontractors. An example is the County building where as far as he can tell only one subcontractor is from Santa Fe.

Ms. Salazar said she does not know the exact answer to that. We have El Castillo and Klinger Construction here who can explain that.

Mark Maestas, Senior Project Manager with Klinger, said he has competed quite a few projects in Santa Fe and has been with Klinger for over 20 years. In the past what we have done and how we track our labor is we simply go to our subcontractors. Every day someone signs in. During the project we calculate to see how many trades are on the project. When El Castillo asked him to put this together he went through his estimate and through every construction division from earth work to closeout work including electrical, mechanical and plumbing. This project is a 24 to 26 month project. He counted up the number of trades people and suppliers it would take to get to the number of jobs created. 712 contractors jobs, 19 government inspectors, consultants for stormwater prevention plans, testing companies, 9 service providers and a ton of suppliers. People offsite will be manufacturing pipe and light fixtures and those are hard to capture. He only included items that will go into the building. We are using someone local to fabricate the doors for example. These are jobs that will hire for 2 years.

Councilor Harris said he appreciated what he said. Since you are charged with working it are you the Project Manager.

Mr. Maestas said correct.

Councilor Harris asked will you be signing the affidavit.

Mr. Maestas said yes.

Councilor Harris said he is comfortable with that. You are a long standing employee and the fact you testified here today and are signing the affidavit, that is all he needs.

Mr. Joiner said he wanted to clear up the bond issue itself. It may be an \$80 million bond issue. He did a quick synopsis of the breakdown of the construction and various pieces of this project. The construction costs are \$44 million. He reviewed the handout information.

Councilor Rivera asked how many nurses and healthcare workers will be at this facility.

Mr. Joiner said one when we are in full operation. We will have a healthcare contingent there, but services will be provided at the current location. The people there will have same benefit as the people on Alameda.

Councilor Rivera said he is assuming Ms. Salazar had a conversation with you about setting aside homes for lower income people.

Mr. Joiner said we have not necessarily discussed that. He is providing a healthcare agreement promising to take care of them for the rest of their lives for a fee. We keep that fee as low as we can.

Councilor Rivera asked since this is an independent living facility is it less rent than Alameda.

Mr. Joiner said no it is not. It has the exact same healthcare opportunities as Alameda.

Councilor Rivera asked Ms. Salazar if they did have that discussion regarding possible affordable residences.

Ms. Salazar said we have discussed that. Ms Jenkins brought up a couple of meetings ago that they are not eligible for affordable housing because there is no property right transferred.

Councilor Rivera said he was not asking if it fits into the Affordable Housing Resolution, he is asking if we can negotiate something different. He was told we could.

Ms. Salazar said we did propose the option, but it did not seem to be a viable option. They do not accept Medicaid and there are certain reasons behind that. They are not able to meet that for certain circumstances and the way their construction is devised.

Councilor Rivera asked why isn't Medicaid accepted.

Mr. Joiner said we have never accepted any government programs. That would add a huge amount of costs to our bottom line. We are very small when it comes to profit. We are a nonprofit. We, as an organization, are in the bottom quarter in size for these types of projects across the United States.

Councilor Rivera asked how many people will you employ once you end construction.

Mr. Joiner said between 17 and 20 at this facility. We employ 110 currently.

Councilor Rivera asked what is the average salary.

Mr. Joiner said the lowest paid is \$13.40 an hour. That will increase to \$15.00 when the facility opens.

Councilor Harris said he took some time to review the letter from Santa Fe County Manager Katherine Miller. We just received these letters this afternoon. He doesn't understand it fully. Part of the email from Ms. Salazar addresses the 5 items in the County Manager letter. It raises a number of questions. He reviewed the categories. The letter was dated on Friday. It is hard for us to act intelligently on something as substantive as what we have in front of us.

Ms. Salazar said we did receive the letters on Friday. In terms of looking at the letter we have scheduled a meeting with County Manager Miller to go over some of this documentation. When you look at the headlines of the letter she did attach the statute that says the County and City jointly develop criteria for IRB bonds. Moving forward we have plans to discuss with them certain criteria and looking at policies. This is our notice to the County as required. They do not have veto power over the proposed IRB. We are to notify them and allow them to ask questions. As to unfair competition they do not state what that competition is. El Castillo has its own model and in terms of that they are solely the only resident facility that is like their model. They do discuss erosion of the tax base. El Castillo has proposed the different pilot provision to address that issue. We will provide any documentation that the County would like to have. We are trying as best as we can to meet with people and provide as much information to you as we can moving forward.

Councilor Harris said the County Manager also noted that it will be discussed at an upcoming Commission meeting late August or early September. He has heard that related to the 2012 IRB that the City issued for El Castillo there was subsequently a lawsuit that touched on that IRB that was settled by the Supreme Court.

Ms. Salazar said she does know of that case. It is a different circumstance. In 2012 the IRB was granted. Under those circumstances there was different criteria and policy that did not require pilots.

Mr. Joiner said it had nothing to do with the IRB. The Legislature had changed the statutory language at the time and we felt, and our attorney felt, that exempted us from property tax. We presented our case to the County Assessor and they said we were wrong and we were subject to property tax. We went to District Court and won there. We won at the Court of Appeals. Then it was appealed to the Supreme Court on the grounds that the Legislature could not change the language in the statute. We lost that one.

Councilor Romero-Wirth asked does our City Attorney have the same interperation.

Councilor Harris asked what does it mean today.

Ms. Salazar said in terms of the Supreme Court case the reason why it is different is that El Castillo returned their property back in terms of the agreement. In this case El Castillo is entering into a lease agreement and the tax is abated over the years. They wanted to continue tax abatement and that question went up as to if they were under the State confines of a charitable organization. The Supreme Court decided they were not. They are not asking for tax abatement under that scenario for this project.

Councilor Romero-Wirth asked after the IRB is paid back they will pay taxes, correct.

Ms. Salazar said there are two different things proposed this evening. For years 1 through 5 the pilot will be to pay taxes for the public schools and the Community College. From year 6 to year 30 all government payments will be made and after 30 the property returns to the tax rolls.

Councilor Romero-Wirth asked the city has had 5 IRBs in the past or has 5 currently.

Mr. Fluetsch said we have had 4 IRBs to date.

Councilor Romero-Wirth asked are they all finished.

Mr. Fluetsch said we have had two with El Castillo, one of which is still out and we have outstanding ones with St. Johns and Thornberg.

Councilor Romero-Wirth asked so we have three outstanding now.

Mr. Fluetsch said correct.

Councilor Romero-Wirth asked has the County protested any of those or written a letter.

Mr. Fluetsch said that would have been in the original document. He can research that for her.

Mr. Trujillo said for El Castillo in 2012, Thornberg and St. Johns there were not protests or letters from the County. He cannot speak to the 1997 action with El Castillo.

Councilor Harris said you are asking the Finance Committee to approve this Ordinance that is scheduled to go to the Governing Body on September 11<sup>th</sup>. Are there

no other official steps that need to come out of the Committee or the Governing Body. What is likely to happen in discussions between the City and the County. Is that correct.

Mr. Trujillo said correct.

Councilor Harris asked who represents the City in the discussions beside yourself.

Mr. Trujillo said Andrea Salazar and whomever else we take with us.

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to approve the request with the pilot changes.

Councilor Harris said this seems to have gotten away from him. He will have a change later on he is sure.

**VOTE** The motion passed by a vote of 4 yes and 1 abstention. The abstention was by Councilor Rivera.

Councilor Harris said this included asking staff to make sure we see the final claw back and pilot language for the Governing Body.

Councilor Romero-Wirth said yes and more than 30 minutes before the meeting.

## **6. CONSENT AGENDA**

### **A. REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION TO COVER SFUAD GENERAL LIABILITY INSURANCE. Brad Fluetsch**

Councilor Harris asked what is the timing here. We are in mid August and are being asked to approve the BAR to pay for this. Correct.

Mr. Fluetsch said correct.

Councilor Harris asked were we covered during this period.

Mr. Fluetsch said yes.

Councilor Harris asked what is the policy period.

Mr. Fluetsch said from July 1<sup>st</sup> to the end of the fiscal year. We were covered for that 6 week period

Councilor Harris asked did the damage at the arts complex get covered.

Mr. Fluetsch said he will research that and get back to him.

**MOTION** A motion was made by Councilor Harris, seconded by Councilor Rivera, to approve the request.

**VOTE** The motion passed unanimously by voice vote.

**B. REQUEST FOR APPROVAL OF STATE PRICE AGREEMENT #70-805-17-15677 EXPECTED TO EXCEED AN AMOUNT OF \$60,000 FOR THE PROCUREMENT OF BULK FUEL: VARIOUS VENDORS.**  
**Daniel Garcia**

Approved on consent.

**C. REQUEST FOR APPROVAL OF STATE PRICE AGREEMENTS: 90-000-19-0063, 90-000-19-00015, 60-000-16-00059, 90-000-19-00049AA, AB, IN AN AMOUNT EXPECTED TO EXCEED \$60,000 FOR THE PROCUREMENT OF GENERAL REPAIR, SUPPLIES, MAINTENANCE OF CITY OWNED VEHICLE EQUIPMENT; MULTIPLE VENDORS.**  
**Daniel Garcia**

Councilor Rivera said there are a number of tire and repair shops you can choose from in this agreement. How do you decide what is going to go where.

Mr. Garcia said the agreement is set up that they apply for it and local vendors get priority over vendors from Albuquerque. He prefers to use Garcia Tire which is local and other local vendors for repairs.

Councilor Rivera said that is what he wanted to hear. Do those tire and repair shops meet most of your needs.

Mr. Garcia said yes. They have to follow the State Price Agreement just like the big ones in Albuquerque.

**MOTION** A motion was made by Councilor Rivera, seconded by Councilor Lindell, to approve the request.

**VOTE** The motion passed unanimously by voice vote.

**D. REQUEST FOR THE APPROVAL OF EXEMPT PROCUREMENT IN**

**THE TOTAL AMOUNT OF \$295,000 FOR THE PURCHASE OF BOOKS, RELATED MATERIALS AND STANDING ORDERS WITH BAKER & TAYLOR. Jeffrey Donlan, Kyra Ochoa**

Councilor Rivera asked this is purchasing books based on the changes to the State bill that was changed.

Ms. Ochoa said yes. There was a change made on paper back books that were no longer available on of the State Agreement. That was the reason for the change.

Councilor Rivera said thank you for the details you included in the cost. Are these still applicable. Are there still people checking out books with all the social media.

Ms. Ochoa said happily yes. It is still necessary. People are definitely checking out books.

Councilor Rivera asked is this enough funding to cover all our libraries.

Mr. Ochoa said all three branches, yes.

**MOTION** A motion was made by Councilor Rivera, seconded by Councilor Romero-Wirth, to approve the request.

**VOTE** The motion passed unanimously by voice vote.

**E. REQUEST FOR APPROVAL OF A BUDGET RESOLUTION (BAR) TO TRANSFER \$77,754 FROM ORG 5110352 TO ORG 5050385 TO RECLASSIFY AND FUND THE SPECIAL PROJECT ADMINISTRATOR POSITION 1725 TO A WATER SYSTEM OPERATOR ENTRY. Shannon Jones**

Approved on consent.

**F. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT TO EXTEND THE TERM TO JUNE 30, 2022; SERVICE LINE WARRANTIES OF AMERICA; UTILITY SERVICE PARTNERS. Shannon Jones**

Approved on consent.

**G. REQUEST FOR APPROVAL OF AWARD OF BID NO. '19/18/B TO TLC COMPANY, INC. FOR TH CANYON ROAD WATER TREATMENT PLANT RAW WATER SUPPLY PIPELINE - CIP #3038C FOR THE AMOUNT OF \$2,935.706.75 INCLUSIVE OF NMGR.**

**Robert Jorgensen**

**(1) REQUEST FOR APPROVAL OF BUDGET AMENDMENT  
RESOLUTION TO INCREASE FUNDS FROM THE CASH  
BALANCE FOR THE TOTAL AMOUNT OF \$2,935,707.**

Councilor Harris said this is an interesting one. He is glad to see that the Water Division went out to bid on this. 13 companies showed up for mandatory pre-bid and only 2 submitted numbers. What was the budget for the base bid.

Mr. Jorgensen said the estimate was \$1.5 million.

Councilor Harris said this is double that. How old is the estimate.

Mr. Jorgensen said two years. It was an engineers estimate and did not include 500 feet of fiber optic conduit so we could complete a job we have now.

Councilor Harris asked who is the engineer of record.

Mr. Jorgensen said Santa Fe Engineering. It will be the City now.

Councilor Harris said the reasons you gave for the low turnout were agreeable. This money is coming from the Water Division Enterprise Fund. What is the balance of that.

Mr. Jorgensen said \$40 million.

Councilor Harris said obviously this is something you folks are ready to do even though it is considerably above the estimate. Is there anything else we should know.

Mr. Jorgensen said no.

Councilor Harris said these are two competent companies.

**MOTION** A motion was made by Councilor Harris, seconded by Councilor Romero-Wirth, to approve the request.

Councilor Lindell asked why wasn't the fiber optic component included when we originally looked at this.

Mr. Jorgensen said it was included, but we increased the line to allow us to go all the way through. It is 400 feet of connection. This routing is the better way to go.

Councilor Lindell asked is 400 feet costing \$1.5 million.

Mr. Jorgensen said no.

Councilor Lindell said she has these conversations all the time. We estimate something at \$1.5 million and come with a \$3 million budget. She would like to ask Ms. McCoy to clarify to her why in this bidding we get to see both companies costs, but we don't get to see the scorecard.

Councilor Harris said this is different. There is not an RFP or Professional Services Agreement. The engineer estimate came from Santa Fe engineering two years ago. There are not score sheets, only the bids themselves.

Councilor Lindell said on Santa Fe Engineering she is not understanding what it is they did not originally include that doubled the cost. Where did the project creep happen.

Mr. Jorgensen said he is simply of the opinion that probably construction costs on an engineering basis were bid and bid tabs came out higher. Sometimes if we are late in getting something done the prices go up. It is due to the nature of the job.

Councilor Lindell said it seems in the course of two years, if she was thinking of building a house and someone said \$1.5 million will do this and when the bid came in it was twice as much she would be questioning the person who did the estimate. She would be dissatisfied with this.

**VOTE**            The motion passed by a voice vote of 4 yes and 1 no. The no vote was by Councilor Lindell.

- H.     REQUEST FOR APPROVAL OF AWARD OF BID NO. '19/26/B TO ASSOCIATED ASPHALT AND MATERIALS LLC FOR ASPHALT FOR FOUR (4) YEARS FOR THE AMOUNT OF \$25,000 PER FISCAL YEAR BEGINNING WITH FY 2019.2010 FOR A TOTAL AMOUNT OF \$100,000 EXCLUSIVE OF NMGR. Mike Moya**

Approved on consent.

- I.     REQUEST FOR APPROVAL OF AWARD OF BID '19/25/B TO SOUTHWEST LANDSCAPING MATERIAL LLC FOR BASE COURSE, CRUSHED GRAVEL, CONCRETE AND SAND TO BE USED FOR EVERYDAY OPERATIONS FOR FOUR (4) YEARS FOR THE AMOUNT OF \$25,000 PER FISCAL YEAR BEGINNING WITH FY 2019/2020 FOR A TOTAL AMOUNT OF \$100,000 EXCLUSIVE OF NMGR. Mike Moya**

Approved on consent.

**J. REQUEST FOR APPROVAL OF A BUDGET ADJUSTMENT  
RESOLUTION FOR BUDGET INCREASE/RE-APPROPRIATION FROM  
THE WATER ENTERPRISE FUND FOR THE AWARD OF BID '19/08/B  
FOR A.A.C. CONSTRUCTION LLC FOR THE TOTAL AMOUNT OF  
\$250,000 INCLUSIVE OF NMGR. Bill Huey/Shannon Jones**

Councilor Harris said he did not understand the memo. Did we have one PO for \$250,000 and now we are issuing another one. What is this one about.

Mr. Jones said Mr. Huey is out sick today. When we budgeted this through CIP to do the work we budgeted it as a project. We had one contractor lower on the contract and one contractor who could do the equipment. So we appropriated the funds we assigned to installation and infrastructure.

Councilor Harris asked so AAC is going to do the vaults. Tell me again what AAC is going to do.

Mr. Jones said they will order the pressure regulator vault and all the components of that. The will also connect to the existing piping. The other company will install that piping.

Councilor Harris asked how many PRBs will we be accomplishing with this.

Mr. Jones said two or three. It takes a lot of work to get them in.

Councilor Harris asked what constitutes the lag.

Ms. McCoy said she can verify the time it took to get to this. The ERP system contributed to the lag.

Councilor Harris asked Ms. McCoy to look into that.

**MOTION** A motion was made by Councilor Harris, seconded by Councilor Rivera, to approve the request.

**VOTE** The motion passed unanimously by voice vote.

**K. REQUEST FOR APPROVAL OF A CONTRACT FOR SERVICES USING  
NM STATE PRICE AGREEMENT #90-000-19-00057 FOR  
CONSTRUCTION REMODELING SERVICES AT THE CITY OF SANTA  
FE SALVADOR PEREZ RECREATION CENTER AT 601 ALTA VISTA**

**STREET WITH FACILITYBUILD, INC., FOR THE TOTAL AMOUNT OF \$268,388.95 INCLUSIVE OF NMGR. Curt Temple**

Councilor Rivera said with all these companies to choose from how did you narrow it down to the one you are recommending.

Mr. Temple said he had worked with this company before. Before this they produced the plan in your packet. They rolled that into the price of the work they are going to do.

Councilor Rivera asked none of the Santa Fe companies were able to do the work you were trying to accomplish.

Mr. Temple said the company he choose had architects on staff. The other companies would have had to hire an architect to do it for them.

Councilor Rivera asked are we going to keep putting more and more money into a building like this. This is a lot of money going into a project that seems to continue to bleed out.

Mr. Temple said he cannot answer that. We were told this was identified as a project to move forward with. We are doing a lot of work on the outside. With this rehab it should keep the facility open for another 20 years. It is a pretty sound building, but an older build we have added on to.

Councilor Rivera asked did we learn anything from previous mistakes made at Ft. Marcy on the locker rooms.

Mr. Temple said sometimes in older buildings we do not have as good drawings. If you don't have contingency money in place you are not always sure of what is there.

Councilor Rivera said he is talking about the design of the lockers rooms and showers.

Mr. Temple said that project had a separate architect doing the design. That is one reason we are able to get more work done for less money on the design with this company who has an architect on the design team.

Councilor Rivera asked have staff and patrons had a chance to look at this and weigh in on it.

Mr. Temple said we sent it to Parks and Recreation, but patrons no.

Councilor Rivera said it might be good to get with a few of them to look at it. It is

just a suggestion.

Councilor Lindell asked is this part of the original project.

Mr. Temple said it was identified in the original packet.

Councilor Harris said you talked about lessons learned and that there was no contingency on Ft. Marcy. He is going to hold you, Mr. Temple, to the fact that everyone is confident that there is no contingency needed on this project. That is what we will expect.

Councilor Romero-Wirth asked are we still on time to reopen by the end of the year.

Mr. Temple said this project will be done. He is not sure about the envelope and the AMERESCO projects.

**MOTION** A motion was made by Councilor Romero-Wirth, seconded by Councilor Harris, to approve this request.

**VOTE** The motion passed unanimously by voice vote.

- L. REQUEST FOR APPROVAL USING STATE PRICE AGREEMENT # 90-000-18-00005 TO INCREASE THE TOTAL AMOUNT OF PURCHASE ORDER #22000335 BY AN ADDITIONAL \$14,977.26 FOR A TOTAL AMOUNT OF \$74,977.26 FOR THE STRIPING OF TAXIWAY AND RUNWAY PAVEMENTS; HIGHWAY SUPPLY COMPANY.**  
**Mark Baca**

Councilor Rivera said he is curious about why we are just hearing today about an emergency situation with a deadline of August 31<sup>st</sup> to be completed or we will be fined by FAA. Why is this coming to us as an emergency.

Mr. Baca said this became an emergency for the Airport because the Airport has become dependent on grants to maintain its facilities. From 2014 to 2017 the Aviation Division of the State has given us stripping grants. This year they were unable to do that. They instead gave us funds to rehab and maintain two runways. They could not afford to help us. We don't have a maintenance budget this size to take care of the infrastructure we currently have. When the FAA did their safety inspection they found this and other issues and we do not have the funding to do this. It is an emergency because it has to get done or we are facing fines dating back to February 28<sup>th</sup>. The fine will be \$4.2 million if we do not get this work done.

Councilor Rivera asked where is the \$74,000 coming from

Mr. Baca said we opened an emergency PO for \$60,000 to get on the schedule. We need the \$14,000 to get them to come out and do the work. That is half of what the Airport actually needs. The initial estimate was \$150,000, but we found through the bid, which will be coming soon, for the rehab of one of the runways that the State gave us the opportunity to use some of those monies to fill in the gap of \$75,000 for the rest of the stripping. He has reached out to FAA and asked for an extension, but has not heard back as of today. Hopefully they will see once we start some of the work on this that the City is interested in funding some of the maintenance.

Councilor Rivera said \$150,000 does not seem like a lot for a Regional Airport bringing in regional flights. You are saying you don't have a maintenance budget even for that.

Mr. Baca said no we don't. We are just getting by. Hopefully next year we can put maintenance back in our budget and the transaction with the Wastewater Division will come through. That will bring us \$1.2 million that we could use for maintenance. We are awaiting approval from FAA for that.

Councilor Rivera asked that is a one time amount and is not recurring.

Mr. Baca said yes.

Councilor Rivera asked have we been paying our bills in a timely manner.

Mr. Baca said we have had some struggles on that due to staffing and the new financial system. Ms. Huseman and the Finance Department are working closely together to get the ball rolling. Ms. Huseman and Finance are instrumental in getting that done.

Councilor Rivera said when we built the fire station out there the FAA were sticklers on that.

Councilor Rivera said it amazes him that we don't have more of a maintenance budget out there and we rely on others for funding. At some point we need to come up with numbers you can present at the next budget hearing for a reasonable maintenance fund so we don't have to do this at the last minute. The City needs to start funding some of that at our own Airport.

Mr. Baca said FAA and the State are really looking at the City and their participation for future funding. He will bring that to the next budget to show FAA we do want a grown up airport.

Councilor Rivera said it may be wise to do something at mid year so we are not

facing this. What would happen if did not do the stripping.

Mr. Baca said they would pull our certificate and with that being taken away we would lose all of our commercial service.

Councilor Rivera said that is ridiculous for \$75,000.

Councilor Harris said we talked about this at the last Airport Advisory Board meeting. Progress has been made. Overall Mr. Baca gets high marks. We have old habits of relying on others peoples money and trying to develop an airport that is the same classification as Albuquerque with means heavy FAA and TSA oversight. We have an even more substantial issue that the FAA is looking at. Mr. Baca now has an operations manager and Ms. Huseman in Administration which is very helpful. We will get that team in place and get the work done. The pace of the work is not necessarily what he thinks it needs to be for the Airport. We have an active Airport Advisory Board. Your questions are spot on Councilor Rivera. If the whole Governing Body pays closer attention to the airport we will be better off.

**MOTION** A motion was made by Councilor Rivera, seconded by Councilor Harris, to approve the request.

**VOTE** The motion passed unanimously by voice vote.

**M. REQUEST FOR APPROVAL OF A RESOLUTION ADOPTING THE 2021-2025 SENIOR INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP) FOR THE DIVISION OF SENIOR SERVICES COMMUNITY SERVICES DEPARTMENT. Romella Glorioso-Moss/Gino Rinaldi**

Councilor Romero-Wirth asked can you walk us through how you developed this list.

Ms. Glorioso-Moss reviewed the packet information.

Councilor Romero-Wirth asked how will this facilitate the fact that baby boomers don't want to go to them.

Mr. Rinaldi said with the participation we are seeing at current centers we are busting at the seams. We need more space. We don't have a center on the southside. We are seeing new residents coming in all the time. We are afraid we will lose them because we are so crowded. We see this as opportunity. Last week at the Conference on Aging the Governor indicated that this is supposed to be the year of the seniors. Because of the type of revenues we are seeing coming into the State they are looking at significant funding and favorably on our proposal for an additional center. He believes

we will be successful at this. It will probably be in 2024 or 25 if we are successful. We have to plan in advance. If we don't put this on list we can't request for funds for this.

Councilor Romero asked is this list being done in part because the State Agency of Aging will have it for a priority list.

Mr. Rinaldi said the State goes based on GO bond capacity and they set an amount they make available for aging programs. They are talking about significantly increasing it this year.

Councilor Romero-Wirth asked so funding for this is from the State is GO bonds.

Mr. Rinaldi said yes unless the State decides to use some General Fund money.

**MOTION** A motion was made by Councilor Romero-Wirth, seconded by Councilor Harris, to approve the request.

**VOTE** The motion passed unanimously by voice vote.

**N. REQUEST FOR APPROVAL OF A RESOLUTION ADOPTING THE  
2021-2025 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN  
(ICIP). Regina Wheeler**

Ms. Wheeler said this is for the annual submittal of the City to the Legislature. It is a subset of our larger five year capital planning process. This group was selected for their likelihood of funding from the Legislature. It is largely to identify the top 5 priorities which are taken note of by the Legislature. The larger list is developed by meetings with Departments and meetings with Councilors and the Mayor. What you see on the summary is ordered at the direction of the Public Works Committee. It has been voted on and approved by them. There is a bit more information that pertains to that discussion and we wanted to represent that here for the Finance Committee. The new main library was discussed and it was thought that we are not far enough along in the planning to be able to spend in this years request. The Homeless Housing project was discussed and there were quite a few favorables around that. She was not aware at that time that there is a well developed concept for that and Ms. Ladd is here to address that. \$1 million could be leveraged against different types of capital funds to achieve the Homeless Housing Center. Paseo del Sol is in the top 5 and required a lot of discussion. Director Ladd can answer questions on that as well. The Train Depot got a lot of discussion as did stormwater, the Teen Center and the Airport which are all in the top 5.

Councilor Harris said Director Wheeler has summarized what came out of Public Works. He wanted to follow up that we had general agreement on the top 4 at Public Works. The Paseo Del Sol extension got the most attention. He had occasion to speak

with the Mayor the day after Public Works and he is a bit unclear if we are ready or not for that. It has to do with the relationship with the City and the Housing Trust as he understands it. The question is you have thought this through Director Wheeler and answered questions, but from what you know are we ready to move forward to ask for money for Paseo Del Sol.

Ms. Wheeler said it seems to her from the information we gathered that definitely some funding toward the project could help us make it happen. If it is a priority for us that would be helpful. She would like to hear from Ms. Ladd.

Councilor Harris said after Ms. Ladd he would like to ask what that number is.

Ms. Ladd said the completion of the Paseo Del Sol connection opens up the market to provide a solution for many of our challenges to opening up our market. The Mayor has some doubts about the model used in the past with the Tierra Contenta Corporation acting as a City agent. She thinks allocating the funds should not be held up while we work out the future governance of the complete build out of the property. We did the design of the road with Tierra Contenta Corporation and we do not have problems with getting construction underway with that model. The last overlay was 50% of the road cost. It could be less if there are other development partners involved. We have not worked out those details.

Councilor Harris said other partners in addition to the corporation which is not an entity of the Housing Trust he can understand. Also The New Mexico School for the Deaf because they have a large piece of land that this road would effect.

Ms. Ladd said true. They do not have any ambitions to be land developers. In the past they traded parcels of land for school uses. They are not unwilling to contemplate some kind of development. Completing the road changes a lot of things. It may create a new avenue to make them feel comfortable in participating in development. She would have to research their agreement.

Councilor Harris said the biggest issue is between the City and the Tierra Contenta Corporation. There may be some issues because they are in the process of revising the map where there may be some changes to intersections. There may be more changes, but it will not drive a wholesale redesigning of the road. Maybe John Romero could step in as well.

Mr. Romero said it has been awhile since he looked at the design. It effects access so they did median breaks at intervals. They could be reconstructed if needs change. They main alignment of the road would not be effected with the Master Plan.

Councilor Harris said we should be able to work that out.

Mr. Romero said yes. He favors this. He wants things to work out, but with the

promise of real funding it will be a motivator to get it together.

Councilor Lindell said she does not particularly agree with the ranking and prioritization presented to us tonight. We could go on for a long time about it. The Paseo Del Sol extension, she thinks having that in the top 5 begs the question that she knows very little about that and it is hard to put it the in top 5 over such things as pavement rehab and things like that. She does not know how these got prioritized, but this is far away from how she would have prioritized this list. She would like to see on the list a new City Hall. She believes this list is through 2025. Is there a reason it did not make the list.

Ms. Wheeler said it is on the 5 year capital plan, but was not perceived to be attractive for the State to fund.

Councilor Lindell said put it on the list and the Legislature can decide if it is appropriate or not.

Ms. Wheeler said this list has been developed by consensus at this time. There would have to be a motion.

Councilor Lindell said she does not support the top 5 priorities here. She does not have any information on the Paseo Del Sol extension. It seems like the public schools should be brought in on that conversations. Elementary schools on the southside are very full right now. Unless we do this with everyone participating it is very hard for her to support.

Chair Ives asked is it just that 5<sup>th</sup> priority you do not support or are there others.

Councilor Lindell said she can live with the others. It would not necessarily be her top 5. It is Paseo Del Sol she is not comfortable with. She doesn't know enough about it or our conversations with Tierra Contenta or the Housing Trust at this point. She does know that we need pavement rehab badly. In this moment she cannot vote yes on this list.

Councilor Romero-Wirth said she is curious about how the Paseo Del Sol extension differs from the Arroyo Chamisa extension.

Councilor Harris said the answer has been provided consistently by John Romero this third time around. We just initiated it with a kick off meeting. There was a real feeling that we did not want to seem that we are prejudging that we are going build out and on Richard's Avenue as an alternative. Rather than kick up a hornets nest we decided to keep it off the list and keep our process.

Councilor Romero-Wirth said in comparing these two things they are in the same place aren't they in terms of how far along they are.

Councilor Harris said there is a design for the Paseo Del Sol extension. There is no design for the Arroyo Chamisa crossing. Paseo Del Sol will be built, it is a matter of when. He thinks we should start pushing on it now.

Councilor Romero-Wirth said if that is completed what will it allow the City to do in that area.

Ms. Ladd said it is part of an approved Master Plan and has been on the City plan for a long time. What it does now is it gives much better access to some of the City's newer assets, such as SWAN Park and 599, that we did not have. The school district has walked the site with the new planning team and picked out a site where their new elementary school would go. There is also interest from a charter school to locate their facilities there. As soon as the school district states the site it will go on their capital list. We know now there is a need for another campus there for an elementary school.

Councilor Harris said he realizes that the Master Plan is being reworked. Roughly how many acres are available for housing with the road.

Ms. Ladd said the old map envisioned phase 3 would have 1,800 units. Over the course of time and with stricter drainage the unit count is closer to 1,100 at this time.

Councilor Harris said so in addition to the ancillary benefits is it safe to say the principal benefit would be opening up Tierra Contenta to units.

Ms. Ladd said that is the principal benefit. There are other options as well for things we could add. Once we make the land developable we can see what the City would like to have out there.

Councilor Romero-Wirth said to that point is pavement rehab street paving.

Ms. Wheeler said it is. It is rehab so it is not reconstruction.

Councilor Romero-Wirth said she would add given what she has heard about the potential of an extension and what it would do for City she thinks pavement rehab can be funded in other ways.

Ms. Wheeler said we were given last year an opportunity for additional funding and we expect to be awarded \$1 million for bridge rehab. It is possible that the State would continue to be partners with us.

Councilor Romero-Wirth said she does think repaving is a priority statewide. There should be a commitment from the State to do that. She thinks it will get picked up in other ways. Whatever is in our top 5, given the money the State will have, this is our opportunity to think big, do big and take advantage of larger, bigger projects and ideas. To the extent Paseo Del Sol would make a dent in housing or overcrowding of schools

on the southside she does not have a problem with it being on there.

Councilor Lindell asked who paid for the design of the road.

Ms. Ladd said that was paid for through the City CIP four years ago.

Councilor Lindell said the contractual requirements for the building of the road say it is to be paid for through previous land sale revenues received by Tierra Contenta. Why would we not continue it that way.

Ms. Ladd said that model stopped working with the recession. When the recession hit land sales dried up and that revenue model stopped working and the Housing Trust took over Tierra Contenta to keep it alive.

Councilor Lindell said for her to support this she needs those kinds of background conversations and a little more depth of what happened. She feels like she was not given very much information on how the Tierra Contenta Corporation plans to move forward and what the plans really are. She does not know if doing that road is what gets this back on track or not. It is very hard for her to support this top 5.

Councilor Lindell asked Mr. Jones, on item 16, it is to add filters for tushery treatment. Do those filters have anything to do with our recent issues out there.

Mr. Jones said no, but it is on our CIP list. Currently we have three polishing filters. Right now they are 10 years old and major work horses for the Division. We are looking at adding to their robustness. He would say when the City begins to get solids those filters are what takes that out and helps us achieve water quality. They are recommended for replacement and are on our CIP list.

Councilor Lindell asked would replacing those lower the risk of upset at the facility.

Mr. Jones said he would say no.

Councilor Lindell asked would it improve the process if there was an upset.

Mr. Jones said they would not serve in that capacity.

Councilor Lindell said she is willing to hear what others have to say. She does not have enough information to support the Paseo Del Sol extension.

Councilor Rivera said he is in favor of the top 5. We built the fire station out there thinking by now we would have access to the Walmart area more than we do now. From the Paseo Del Sol perspective having ambulance and fire access to those areas and back up for the Los Solaris area would benefit that entire area.

Chair Abeyta called for the motion.

**MOTION** A motion was made by Councilor Rivera, seconded by Councilor Harris, to approve the request.

Councilor Lindell said she would be willing if we add the new City Hall to the general list of possible projects.

Councilors Rivera and Harris agreed to amend their motion to include that request.

**VOTE** The motion passed by a voice vote of 4 yes and 1 no. The no vote was by Councilor Lindell

**O. CONSIDERATION OF BILL NO. 2019-25; AN ORDINANCE AMENDING SECTION 23-6.2 SFCC 1987 EXEMPTING RAILYARD CARS FROM THE REQUIREMENTS OF SECTION 23-6.3 SFCC 1987; CHANGING THE REQUIREMENTS FOR WHEN A RESOLUTION APPROVING THE SALE AND CONSUMPTION OF ALCOHOL ON CITY PROPERTY MUST BE ADOPTED FROM SIXTY DAYS BEFORE THE EVENT TO THIRTY DAYS BEFORE THE EVENT; AND AMENDING SECTION 23-6.3 SFCC 1987 TO REMOVE THE REQUIREMENT TO POST A PICTURE OF THE MANAGER IN THE DESIGNATED DRINKING AREA, REMOVE RESTRICTIONS ON ALCOHOL BY VOLUME SERVING SIZES, AND CHANGE THE SECURITY GUARD REQUIREMENT FROM LEVEL TWO TO LEVEL ONE. Yolanda Vigil, Jessie Guillen**

Councilor Rivera said he thought we had some discussion about changing this a while back. Do you recall that.

Ms. Vigil said she believes that was discussed when the Ordinance was before you. What we are finding now is that it is difficult to get an event planned that quickly. The last event we had was the Interplanetary Festival and it was hard to get done in 60 days. Staff wants to do this in 30 days.

Councilor Rivera asked so you are in agreement that this is a good move.

Ms. Vigil said yes.

Councilor Rivera asked on security and the different levels, do you know how easy it has been for people to get the type of security needed out there. Why the change.

Ms. Vigil said it is more difficult to get a licensed level 2 security guard. Her understanding is that there are not many companies that carry level 2. We will provide the difference in requirements for the public hearing. Level 2 can carry a baton, pepper spray and hand cuffs, but not a fire arm. They do have extensive training they have to go through for this.

Councilor Rivera asked is it level one that can carry a fire arm.

Ms. Vigil said no, that is level 3. Level one is the lowest level.

Councilor Rivera asked so we are going with the minimum required training to staff these events.

Ms. Vigil said yes. That is what we have for all events in the City with alcohol.

Councilor Rivera said he can't support this with taking out the volumes and sizes of drinks on page 6. How did that change come about.

Mr. Guillen said we took this out at the request of the Mayor. He got feedback that it was confusing and difficult to follow and we do not have anyone out there monitoring it. Everyone who serves is licensed by the state and they go through training about how much they are able to serve and the volume. We are open to modifying it some way, but the way it is set up now is confusing.

Councilor Rivera said the reason it was set it up this way was that we were informed that some micro breweries were brewing beers that were about 12% alcohol. To have three 12 oz. beers that are 12% to 15% alcohol by volume it seemed like a lot and that is why we made those changes. Councilor Dominguez was very involved in that. It seemed to make sense to a group of citizens and alcohol professionals. It does not look that confusing to him. To delete them all is a mistake on the part of the City. It is just a matter of time before something bad happens. He cannot approve this as it is. He will talk to the Mayor about potentially putting it back in.

Councilor Romero-Wirth asked what is our liability for these events.

Mr. Guillen said if it is on City property they have to carry insurance. The one you approved at Council last week is required to have insurance.

Councilor Romero-Wirth asked does that shield us from responsibility. It would be good to know if that absolves us of liability if something happens.

Ms. Vigil said they name City of Santa Fe as insured as well.

Councilor Romero-Wirth asked is it possible to amend this to put the chart back in.

Chair Abeyta said yes, the Committee could do that.

Councilor Harris said he does think this particular chart is too confusing. It is pretty typical that the higher alcohol by volume is more expensive and served in smaller containers. Did we talk to any of the vendors. He thinks this is unmanageable with 6 or 7 volumes. Having a couple is manageable. He thinks the benchmark is 8%.

Ms. Vigil said she has not had any conversations with vendors. We have had 2 events so far under this Ordinance.

Councilor Harris asked who on our staff would want to take on this assignment. He thinks it is worthy of a conversation. Vendors are set up for this. They are not set up for 6. Look at what they are set up for. These folks are pretty well trained to spot someone. He thinks there is some middle ground here.

Chair Abeyta asked do we want to postpone this and have more information brought back to us.

Ms. Vigil said if we could move forward we would appreciate it. It does effect the Mountain Fest event. Staff is willing to talk with some of the vendors and come up with amendments prior to the public hearing on September 11th.

Councilor Rivera said once you gather information try to reach out to anyone left from the Prevention Alliance. He is willing to sponsor an amendment to make the table simpler, but just leaving it wide open is too much.

Councilor Harris said he is scheduled to have coffee with the Prevention Executive Director, Sophie Andar, and will ask her opinion and if appropriate will ask her to be at the Governing Body meeting.

Councilor Rivera said he would like to actually reach out to her and ask her about amendments.

**MOTION** A motion was made by Councilor Romero-Wirth, seconded by Councilor Rivera, to approve the request provided we look at the chart and not eliminate it.

**VOTE** The motion passed unanimously by voice vote.

**P. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING  
VARIOUS SECTIONS OF CHAPTER 14, THE LAND DEVELOPMENT**

**CODE, TO REPEAL THE SUMMARY COMMITTEE, A SUBCOMMITTEE OF THE PLANNING COMMISSION, REPEAL OBSOLETE REFERENCES TO THE BUSINESS CAPITOL DISTRICT DEVELOPMENT REVIEW COMMITTEE AND MAKE SUCH OTHER CHANGES AS ARE NECESSARY TO PROVIDE CONSISTENCY.**

**Noah Berke**

Councilor Rivera is this exactly what is in the packet.

Mr. Berke said there were minor technical amendments proposed by the Planning Commission that are not in the packet.

Councilor Rivera said it is not clear if the Land Use Director approves some of this what the appeal process is after that.

Mr. Berke said the appeal period is the same as a subdivision. It is a 30 day appeal period. If an appeal goes to the Planning Commission to be heard it can be appealed to the Governing Body.

Councilor Rivera asked if he wanted to do a lot split and get approved by the Department Director how would interested people find out about it.

Mr. Berke said this is unique changes that are proposed to make it an administrative process, but does not take away from notifications. A notice goes out to all neighbors and Neighborhood Associations and parcel owners. They can meet with the Land Use Director and voice their concerns. She can use her desecration to send it to the Planning Commission to be heard as a normal subdivision would be. Then there is still the appeal period if a decision is rendered.

Chair Abeyta said so it is pretty much what we do now except it is noticed that the Land Use Director is making the decision as opposed to the Summary Committee.

Mr. Berke said correct.

Councilor Rivera said his understanding is the Summary Committee does not hear many cases.

Mr. Berke said one to two cases a month if that. Sometimes they go two to three months without hearing a case.

Councilor Rivera asked what do they mean by Land Use Boards.

Mr. Berke said Planning Commission, Board of Adjustment, Historic Review Board and Summary Committee.

Councilor Rivera said there may need to be specificity here as to that.

Councilor Rivera said on page 24, has that form referenced been developed.

Mr. Berke said yes, there is a verified appeal form available at the Land Use Department.

Councilor Rivera asked so it is filed by paper and kept in the Land Use Department.

Mr. Berke said yes. When the appeal is filed it goes to the Director and City Attorney and one for the file.

Councilor Rivera asked during the appeal process is the project on hold until the appeal is heard.

Mr. Berke said when an appeal is pertaining to a decision that decision is on hold so there can be no more movement. They can file final plats, but they may not be granted approval on them if the appeal is upheld.

Councilor Rivera asked if it was an H Board appeal would that stop construction until the appeal is heard.

Mr. Berke said yes, for any construction being reviewed by them.

Councilor Romero-Wirth said people would be noticed in the usual way. If they wanted input, because it is not in front of a Committee, how would they have that input.

Mr. Berke said they would meet one-on-one with the Land Use Director and staff on the project. If it is appealed or the Land Use Director wants it heard in a public session she would have it heard at Planning Commission which is a public hearing.

Councilor Romero-Wirth asked how often are these controversial.

Mr. Berke said there has been one lot split appealed to the Governing Body in nine years.

Councilor Romero-Wirth asked how often do people come out and hear a lot split.

Mr. Berke said if there is an appeal from the Summary Committee it goes straight to the Governing Body. It is a subset of the Planning Commission right now. Every once in a while we hear a case that would have maybe five members of the public testifying as to a restriction on a covenant that staff did not see. In that scenario the City Attorney told us to postpone the lot split until it could be mediated.

Councilor Romero-Wirth asked is this change to expedite the process.

Mr. Berke said it is to provide better customer service and to expedite the process. We are looking at a other processes to make more things administrative and transparent as well. We can shave off 30 to 45 days by not having hearings available once a month.

Councilor Romero-Wirth asked what are we giving up on the other side.

Mr. Berke said we are giving up a public hearing, meeting time, a stenographer and staff time.

Chair Abeyta said he was on the Planning Commission and the Summary Committee. You show up at noon with a stenographer and staff and the applicant. He does not know if he every had a controversial one. In talking with current members of the Summary Committee that was their experience. We thought it should be replaced with a process and allow it to be referred to the Planning Commission if necessary. He thought it was a waste of time for everyone involved.

Councilor Romero-Wirth asked what is the standard of review if something is appealed from the Land Use Director.

Mr. Berke asked could you clarify what you mean.

Councilor Romero-Wirth said we may need to ask the City Attorney.

Mr. Berke said yes, that is more of a City Attorney question.

Councilor Romero-Wirth asked with serial subdivisions how often do you see those in Summary.

Mr. Berke said serial subdivisions don't go to Summary, they have to go to the Planning Commission.

Councilor Harris said the Summary Committee, in all his time, was his favorite. In terms of what we are giving up it is the mid day interaction between three Commissioners. He felt is was always a great dialogue. They were rarely controversial. It was often our traditional families. He does understand the point that Mr. Berke is making of efficiency. Things can improve. The submittal required is the same.

Mr. Berke said yes.

Councilor Harris said in the past usually a staff person handled these lot splits and represented the case. Would there still be a staff person working hand in hand with the Land Use Director to make recommendations.

Mr. Berke said we don't have one dedicated staff member. We spread it out among all the senior planners. We will look more to one staff person as we get staffed back up.

Councilor Harris said he thinks that is what needs to happen. He would encourage that we have a staff person assigned to lot splits that is familiar with the territory and has access to the Land Use Director. Things can get bogged down.

Councilor Harris asked what was the vote at the Planning Commission.

Mr. Berke said the Planning Commission voted unanimously to approve this with the language tightened up a bit to include expirations. We appreciated all the comments. We incorporated those into the amendment.

Councilor Harris said this does have the potential to make life easier for both sides.

**MOTION** A motion was made by Councilor Rivera, seconded by Councilor Lindell, to approve the request.

**VOTE** The motion passed unanimously by voice vote.

## **7. EXECUTIVE SESSION IF NECESSARY**

**IN ACCORDANCE WITH THE NEW MEXICO OPEN MEETINGS ACT, NMSA 1978, SECTION 10-15-1 (H) (6), DISCUSSION IN WHICH THE CONTENTS OF COMPETITIVE SEALED PROPOSALS SOLICITED PURSUANT TO PROCUREMENT CODE AND DISCUSSED DURING THE CONTRACT NEGOTIATION PROCESS.**

The Committee did not engage in an Executive Session.

**A. REQUEST FOR THE APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$200,000 FOR BUSINESS ENTREPRENEUR ACCELERATOR PROGRAM: RFP # 19/48/P; GLOBAL CENTER FOR CULTURAL ENTREPRENEURSHIP (GCCE DBA CREATIVE STARTUPS). Alexandra Ladd**

Chair Abeyta said this item has been approved by the Economic Development Advisory Committee and Public Works and the applicant is present. An Executive Session was noted if necessary. If not, are there any questions.

Commissioner Romero-Wirth asked can we hear a brief overview of this. In our packet it eluded to the fact that this would meet long term goals of the Economic Development Department and provide support to two local organizations. It does not identify those two organizations and she would like a bit more information on what this is all about.

Ms. Ladd said thank you for bringing this to her attention. The cover memo is quite confusing. The RFP was released and two proposals were chosen. One of them is this one. Alice Loy is here to answer any specific questions. The other one chosen was Mix Santa Fe. This proposal was funded at half the amount. The evaluation committee felt strongly that the work Mix has done over the years and the spin off of the Business Plan competition was valuable. Coming from the evolution of support for small businesses from an incubator situation to the idea that the emerging entrepreneur may not even have an office was recognized by Mix and they started their program. Creative Start Ups has been doing this kind of work for several years. The memo is to award both entities. In the interim we felt it would better meet the needs of the City to do a City Manager signed contract for Mix for less than \$60,000 for one year. The language was not adjusted to reflect that. The contract with Mix has been signed by the City Manager.

Councilor Romero-Wirth said that is helpful. Can we hear a bit about Creative Start Ups.

Mr. Ladd said she will turn this over to Alice to give you more information. She wanted to point out one of the reasons Creative Start Ups was chosen is because their proposal directly aligned with the economic development goals and also the other things that are going on in our world right now such as the Kauffman Foundation Grant, the New Mexico Fresh Foods Project, Youthworks and the Community College focus on culinary arts. The food sector is one of the industries that is heavily populated by immigrants and single mothers who don't have much at hand, but have cultural resources to help support them.

Ms. Loy said we are thrilled to be bringing this project to Santa Fe. She has been in Santa Fe for over 20 years. We are best known as the accelerator that brought Meow Wolf forward. We don't have projects here in Santa Fe, but we do in Albuquerque and have had projects across rural New Mexico for 14 years. Our Board set a goal to look at food entrepreneurs. We met with the City and found that what we were doing was in line with what the City was looking at doing. We have worked with 250 start ups over the last decade and have helped develop 500 direct jobs in 6 years so we have a good track record. We are proudly New Mexican

Councilor Romero-Wirth said thank you. That was helpful

Councilor Lindell said on page 3 in the packet it says the contractor must submit a detailed statement accounting for services and expenses. It is a \$50,000 annual contract. She did not see an allotment for expenses.

Ms. Ladd said that is generally because in this PSA the deliverables are measurements and benchmarks regarding the number of jobs and the number of courses and services. We are not reimbursing for expenses, but do like to know how the resources are being used to get to the deliverable.

Councilor Rivera said on page 10, is that just an outline and the measurements will be defined later.

Ms. Loy said generally when we do lab programs we have 12 to 15 start ups. We are happy to put in how many businesses we intend to serve in the labs. In terms of jobs and new revenues created we can guesstimate based on other projects. We can report on those categories.

Councilor Rivera said it does not have specifics.

Ms. Ladd said usually the benchmarks are based on what the respondent proposed.

Councilor Rivera asked so the performance measures here are not what was submitted.

Ms. Ladd said we can get back to you on that. She will check with the project manager and respond back to you.

Councilor Romero-Wirth said she tried several times to find this RFP. She is still having a rough time accessing that. She would like to see the RFP that was part of this. She doesn't know who to talk to. It would be great to get some direction.

**MOTION** A motion was made by Councilor Romero, seconded by Chair Abeyta, to approve this request.

**VOTE** The motion passed unanimously by voice vote.

## **8. PRESENTATION, DISCUSSION AND ACTION**

Item 8 was moved to the beginning of the agenda.

## **9. PRESENTATION**

**IMPLEMENTATION - UPCOMING CIP FOR AERATION SYSTEMS IMPROVEMENTS, PURCHASING, CONTRACTING APPROACHES AND CRITICAL PROJECT MILESTONES. Alan MacGregor**

Mr. MacGregor reviewed the packet information.

Councilor Harris said he is encouraged. He thinks this is one of the ways projects should be handled. It is an opportunity to look at what happening at the Airport in this manner. This gets way out ahead of it. Certainly you have a serious regulatory matrix you are responding to. He thinks we should applaud the Wastewater Division for looking at it and planning ahead. It is a little extra work for staff, but quite frankly, they would end up having to review someone elses work. There are advantages to digging deep.

Mr. MacGregor said thank you. We take our work and run it by the consulting engineer.

Councilor Harris said he thinks this is great and he appreciates hearing you are way out ahead. Make sure your estimates are good. You have a lot of subsurface stuff. Provide a good contingency.

Chair Abeyta said thank you for this.

Chair Abeyta asked that Mr. MacGregor resend his memo to the Committee members.

## **10. MATTERS FROM STAFF**

Ms. McCoy said she wanted to give the Committee an update on the Munis implementation. We went live on July 1st with the core financial modules. You have heard about some of the kinks we have encountered. We have done 12 specific training sessions with 963 attendees. Some were repeat attendees. So far we have issued 563 approved POs and 453 invoices have been paid for a total of \$5.3 mill. We have averaged \$883,000 in processing of invoices per week. Things are looking much better. We have several training opportunities for staff that are available. Tyler University is available 24/7. We have two labs for training, one on the first floor and one on the second floor. There have been several areas of kinks we have been working out regarding roles and responsibilities and work flow. Our ERP team and Finance team have scheduled meetings with each Department to make sure people are assigned to appropriate roles. Our three way match system is a response to the McCard report. It is part of the technology to ensure segregation of roles from procurement to the payment process. That is why it is in our memo in the packet. Another pain point is the vendors self service. For vendors to register on line and update their documentation. We provided in advance a letter to all vendors and have had to word with City staff to walk folks through the process. There is kiosk on the first floor to help walk them through the process. In general we need specifics if we are going to address any of the problems. We ask you and our vendors and staff who are encountering specific problems to give us the specifics so we can research that situation and so we can search the system to find the stuck point.

Councilor Harris said he has heard some things along the way. In your opinion is this within your expectations. We all go in with optimistic expectations then there are bumps.

Ms. McCoy said she has been involved in several system implementations and thinks the level of training and the number of attendees we have is much better than in other organizations she has worked in. The number of dollars we are processing is on par. It seems like we are on track. There are improvements to be made and it is our responsibility to continue the training for staff. It is understandable that switching to a new system 20 years in they have questions and concerns we have to address, such as why we doing things differently. We have a better tool for everyone to do their job and a more efficient processes. With the exception of the contract process we are removing paper from the system. By having a more professional environment and holding people accountable we think we are on track. Our team is happy to investigate any invoices not getting paid.

Councilor Harris asked what is your opinion on when the organization will be pretty well up to speed and we won't hear the stories we hear.

Ms. McCoy said we are seven weeks in. For the two month mark we still have a ways to go. She expects it will be a year or two to get to what you describe where we have experts in each Department. Payroll goes live on January 1<sup>st</sup>. Brad is working on vetting the budget module to see if we can use that for the next budget process. There is still a steep learning curve for staff.

Councilor Romero-Wirth said we have seen some emails come through about servers being down with the system software. Those things, are they things that the company has seen before. Can you characterize the nature of those problems and where we are in getting that rectified.

Ms. McCoy said the nature of problems have been a variety from services being down to modules not accessible. We have escalated this to the Tyler Corporation and to Legal to see what recourse we have. This is extremely concerning as to service provision. We have raised these issues and are accelerating things with the Tyler Corporation and have asked Legal to provide our recourse.

Chair Abeyta asked so it is an external problem not internal.

Ms. McCoy said correct. It is a hosted server, but it impacts our operations on a daily basis. We want to make sure what we are paying for is what we are getting.

Councilor Romero-Wirth asked is this stuff Tyler has seen before or is it new to them.

Ms. McCoy said she will follow up with Tyler at a meeting later on in the week.

Councilor Harris asked was there a problem that had to do with shifting from Tyler implementation to Tyler support.

Ms. McCoy said on July 1st for the core modules we migrated away from the implementation team to the support group.

Councilor Harris asked did we fully understand that was occurring.

Ms. McCoy said yes, that was standard practice.

Councilor Harris said he heard there were problems there.

Ms. McCoy said she would be happy to address any specific concerns you want to address.

Councilor Harris said the memo from Tom Miller bothers him. The memo he attached shows a long history of his taking a position as interim and having to wrestle with the City of Santa Fe, Finance and HR on his back pay. It seems to be an ongoing problem. Are you familiar with that.

Ms. McCoy said yes, she did read the memo and we are looking into it to understand the specifics and looking at the documents he provided.

Councilor Harris said Ms. Salazar's response was unsatisfactory to his way of thinking. He has worked for us for 12 years and has stepped up a number of times and needs to be handled with respect. He will raise that with the City Manager on Wednesday as well.

Councilor Harris said he thinks you do a good job for the City of Santa Fe, but what came up while you on vacation was a HIPPA request. The ball was tossed from one to another. It was not good as far as a response. The question he had two weeks ago was how did we get to the point of amending a \$1 million contract and not see the supporting documentation was not in hand or in the file. He doesn't understand that one.

Ms. McCoy said our Procurement Division and Legal have been in discussion on that since it occurred. The breakdown of the process was regarding the score sheets. Public records should have been saved by the Airport and sent to procurement staff.

Councilor Harris asked was that a one off or is that the way business is handled. In this case the documents were in Mark Baca's file.

Ms. McCoy said she can ask the procurement staff. Her understanding of the required documents is those evaluation sheets and summary sheet should have been

given to the Procurement Division.

Councilor Harris said he understands that to be the case and was surprised when he heard again about this incident. We need to have the assurance that the internal process is being handled properly. So City staff and Legal are clarifying that and making sure that is understood.

Ms. McCoy said yes, that is correct and what needs to be maintained in the file.

Ms. McCoy said the City Attorney and staff, in terms of follow up, sent a memo to the Committee on fee waivers. We provided the organization chart.

Councilor Romero-Wirth asked are we going to get at some point an update about where we are in revenue and spending against projections and where our GRT is. That is something we ought to be looking at on a fairly regular basis.

Ms. McCoy said absolutely.

Chair Abeyta said he understands that Shirley Rodriguez is retiring. Can you be sure we do a Proclamation regarding her contribution to the City.

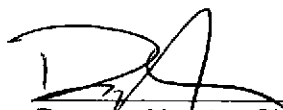
Ms. McCoy said it would be her pleasure.


#### **11. MATTERS FROM THE COMMITTEE**

None.

#### **12. ADJOURN**

There being no further business before the Committee the meeting adjourned at 8:30 pm.

  
\_\_\_\_\_  
Roman Abeyta, Chair

  
\_\_\_\_\_  
Elizabeth Martin, Stenographer