



# Agenda

CITY CLERK'S OFFICE

DATE 9/18/13 TIME 4:40

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**PUBLIC WORKS/CIP & LAND USE  
COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
MONDAY, SEPTEMBER 23, 2013  
4:45 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM SEPTEMBER 9, 2013 PUBLIC WORKS COMMITTEE MEETING

**INFORMATIONAL AGENDA (UP TO 45 MINUTES)**

6. UPDATE TO PUBLIC WORKS TV SHOW (JODI PORTER/ISAAC PINO)
7. UPDATE TO CONTRACTS RELATED TO CIP (ROBERT RODARTE)
8. FINANCE PRESENTATION
  - A. CITY DEBT SERVICE AND FUNDING SOURCE
  - B. FUNDING OPTIONS (CIP/HOLD HARMLESS) (MARCOS TAPIA)

**CONSENT AGENDA (10 MINUTES)**

9. 2013 STATE OF NEW MEXICO SEVERANCE TAX BOND (STB) AGREEMENT
  - REQUEST FOR APPROVAL OF TWO (2) SEVERANCE TAX BOND CAPITAL APPROPRIATION PROJECT AGREEMENTS FOR A TOTAL OF \$950,000
  - REQUEST FOR APPROVAL TO INCREASE PROJECT BUDGET VIA BUDGET ADJUSTMENT REQUEST (DAVID CHAPMAN)

**Committee Review:**

Finance Committee (Scheduled)

09/30/13

Council (Scheduled)

10/09/13

10. REQUEST FOR APPROVAL OF A TELECOMMUNICATIONS SERVICES AGREEMENT WITH CYBER MESA COMPUTER SYSTEMS INCORPORATED TO DESIGN, BUILD AND OPERATE THE CIP HIGH SPEED INTERNET PROJECT IN THE AMOUNT OF \$882,100
  - REQUEST FOR BUDGET ADJUSTMENT REQUEST (SEAN MOODY)

**Committee Review:**

Finance Committee (Approved)	09/16/13
Council (Scheduled)	09/25/13

11. REQUEST FOR APPROVAL OF A RESOLUTION RECOGNIZING THE UNIQUE VOLUNTEER SERVICES THAT THE SANTA FE CONSERVATION TRUST TRAILS PROGRAM PROVIDES ON BEHALF OF THE CITY OF SANTA FE'S TRAILS AND OPEN SPACES; AND DIRECTING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH THE SANTA FE CONSERVATION TRUST TO PROVIDE TRAILS VOLUNTEER COORDINATOR SERVICES ON BEHALF OF THE CITY OF SANTA FE (**COUNCILOR BUSHEE**) (**LEROY PACHECO**)

**Committee Review:**

Finance Committee (Approved)	09/16/13
Bicycle and Trails Committee (Scheduled)	09/18/13
Council (Scheduled)	09/25/13

12. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING CITY STAFF TO COLLABORATE WITH THE REGIONAL SOCCER LEAGUES TO IDENTIFY NECESSARY IMPROVEMENTS TO THE MRC SOCCER FACILITIES AND THE POSSIBLE CONSTRUCTION OF AN INDOOR SOCCER FACILITY AND TO EXPLORE FUNDING MECHANISMS FOR SUCH IMPROVEMENTS AND CONSTRUCTION (**COUNCILORS WURZBURGER, RIVERA, TRUJILLO AND DOMINGUEZ**) (**BEN GURULE**)

**Committee Review:**

Finance Committee (Scheduled)	09/30/13
Council (Scheduled)	10/09/13

**DISCUSSION AGENDA (UP TO 30 MINUTES)**

13. DISCUSSION AND DIRECTION ON FACILITY PRIORITIES (**ISAAC PINO**)
14. MATTERS FROM STAFF (**5 MINUTES**)
15. MATTERS FROM THE COMMITTEE (**5 MINUTES**)
16. MATTERS FROM THE CHAIR (**5 MINUTES**)
17. NEXT MEETING: **MONDAY, OCTOBER 7, 2013**
18. ADJOURN

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

**SUMMARY INDEX FOR  
PUBLIC WORKS/CIP & LAND USE COMMITTEE  
September 23, 2013**

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1. Call to Order	Convened at 4:45 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as presented	1
4. Approval of Consent Agenda	Approved as amended	2
5. Approval of Minutes September 9, 2013	Approved as presented	2
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6. Public Works TV Show Update	Discussion	2
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8. Finance Presentation		
A. Debt Service and Funding Sources	Presentation by Ms. Hausman	6-7
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14. Matters from Staff	None	9
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16. Matters from the Chair	Comment	9
17. Next Meeting	Set for October 7, 2013	10
18. Adjournment	Adjourned at 5:50 p.m.	10

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

**MONDAY, SEPTEMBER 23, 2013**

**1. CALL TO ORDER**

A regular meeting of the Public Works/CIP & Land Use Committee was called to order on the above date by Chair Rebecca Wurzburger at approximately 4:52 p.m. in City Council Chambers, City Hall, 200 Lincoln, Santa Fé, New Mexico.

**2. ROLL CALL**

Roll Call indicated the presence of a quorum as follows:

**MEMBERS PRESENT:**

Councilor Rebecca Wurzburger, Chair  
Councilor Christopher Calvert  
Councilor Peter Ives  
Councilor Christopher Rivera

**MEMBERS ABSENT:**

Councilor Ronald S. Trujillo [excused]

**STAFF PRESENT:**

Isaac Pino, Public Works Director  
Bobbi Mossman, Public Works Staff

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

**3. APPROVAL OF AGENDA**

Mr. Pino requested that item #8b be postponed to the next meeting and item 10 be postponed indefinitely.

**Councilor Calvert moved to approve the agenda as amended. Councilor Ives seconded the motion and it passed by unanimous voice vote.**

#### **4. APPROVAL OF CONSENT AGENDA**

**Councilor Calvert moved to approve the consent agenda as published. Councilor Rivera seconded the motion and it passed by unanimous voice vote.**

#### **5. APPROVAL OF MINUTES FROM SEPTEMBER 9, 2013 PUBLIC WORKS COMMITTEE MEETING**

**Councilor Ives moved to approve the minutes of September 9, 2013 as presented. Councilor Calvert seconded the motion and it passed by unanimous voice vote.**

#### **INFORMATIONAL AGENDA**

#### **6. UPDATE TO PUBLIC WORKS TV SHOW (JODI PORTER/ISAAC PINO)**

Ms. Porter reported that they have been incorporating Public Works each week. Recently Tom Miller was featured; last week Ms. Liza Suzanne was featured and both were on the radio. They had Gilda Montañó with Santa Fé Beautiful; Andrew Garcia who does the flowers; Sara Smith on the new smart parking meters.

Chair Wurzburger explained that three years ago they had each division director come in and give a report on the show not only on what they did but to describe the goals and issues to be faced. In developing a long term perspective, going from safety of facilities, the Committee felt that informing the public was important. And after the facilities study, the intention was to have those directors revisit and explain to the public the scope of the work that needed to be done. So rather than individual programs this was the next step she would like to explore with Ms. Porter for the public to better understanding the resources that needed to be developed. The idea would be to showcase that on the show.

Ms. Porter said the best way would be to use the vehicle in place now. There were two staff who helped with that. Ms. Kate Noble was one. But she didn't have additional staff to start a new public works show.

Chair Wurzburger agreed that within the existing framework was what they wanted.

Ms. Porter agreed to do that.

Mr. Pino agreed. And with that direction the Committee could still work within her resources.

Chair Wurzburger asked if something happen regarding the facilities before year end.

Ms. Porter agreed.

## **7. UPDATE TO CONTRACTS RELATED TO CIP (ROBERT RODARTE)**

Mr. Rodarte said he put this report together, adding items he usually presented going through Public Works and Finance. The first one was the bid for landfill and he went on to the rest.

The request 1329b was for the waste water extension contract. The Albuquerque bidder was 25% lower than the two local companies who were not even close. It was a big concern. Some of these companies had too big of a gap. He couldn't figure out what made the difference but it was pretty common. The TLC Company wouldn't have to hire anybody new in order to do the job.

Councilor Rivera wondered if perhaps the living wage entered into this difference. He asked if Mr. Rodarte thought local companies would benefit with a little more discount for factoring in the living wage or if their employees were already being paid way over that anyway.

Mr. Rodarte said part of the goal with the preference was to factor in the living wage. But with this, their employees were well above the \$10.51 minimum. TLC has a really good estimator as do several others and he thought local companies were guessing. He saw some of them outside the office recalculating. Most of the contractors seemed to be raising their labor rates.

Chair Wurzbarger asked if he was saying that the wage rate was true for both Santa Fé and Albuquerque.

Mr. Rodarte agreed. The difference was more how they put the project together on the estimate.

Councilor Rivera noted that through the years the Council had seen contractors bidding low and then requesting multiple change orders and ended up closer to the Santa Fé bids. He asked if the City had been tracking that.

Mr. Rodarte said that was a good point and it depended on the type of contract. If you have road maintenance bid like this - there were 40 items on this one. The City was asking for 200 linear feet of asphalt. But on these, there would be change orders to attend to emergency orders. If there was a change order, it was changing the scope and that was normal. But if a contractor said they underbid and needed more, that was a violation.

Councilor Rivera asked about price changes on steel, rocks, gasoline, etc.

Mr. Rodarte said that was an unforeseen condition and allowable. The City had to work with them within reason. When gas went to \$4 per gallon we had to work with them and build in unforeseen costs to the contract.

Councilor Rivera asked if they would they give money back if the prices went down.

Mr. Rodarte doubted it.

Councilor Calvert asked if TLC ever qualified to be a local company.

Mr. Rodarte said they didn't. Years ago the City had a different policy for determining local preference. TLC had an office on St. Francis that qualified them but now they were no longer local. As long as they had five employees within the County, they would qualify.

Chair Wurzbarger asked if she was reading correctly on the matrix that only four companies out of the total were Santa Fé companies and that was only about \$2 million.

Mr. Rodarte agreed. HO Construction was moving the entire operation of their company to Santa Fé and leaving Albuquerque. That concerns bids on 1330b. The project was for landscaping on Airport Road. There were no local bidders and he didn't know if the lack of qualification was on bonding or something else.

Chair Wurzbarger said they knew there was major landscaping going on. She asked if they could convene a meeting of local landscapers to find out.

Mr. Rodarte thought the website would help. There were a lot of good subcontractors in town. The best thing was for all of them to register on the new purchasing website. Secondly, by signing up they would be informed immediately for what opportunity was going on. We want to link them up with big bidders as subcontractors. The website would give them an advantage. That was out about 30 days now. When they register, they don't need to limit it just to landscaping but other categories so they would have the knowledge.

Chair Wurzbarger said the CBQL was focused on new businesses. She would like to see a stronger link between companies they were trying to promote and maybe just have a meeting with Mr. Pino and Ms. Noble and Councilor Rivera and get them on the mailing list.

Mr. Rodarte said he would be doing workshops on "Doing Business in Santa Fé "

Chair Wurzbarger suggested he should have a TV show on the new website also.

Mr. Rodarte agreed to work on it.

Councilor Ives said he shared those concerns on the second item regarding the replacement extension. He knew TLC's work and the instances where his clients had contracted with them. But there was a huge difference here.

He asked if it would be worthwhile to go out to the local companies and figure out the difference. Sit down with them one on one regarding their process in hopes of dealing with the corrective action by educating them on the bidding processes. Maybe they were smaller operations that had been fairly busy over the summer and couldn't respond to this big of a job. Or maybe he should do a survey to find out what problems they were having.

Mr. Rodarte said he had talked to Sasquatch on this project. TLC was putting a unit price at their cost and it looked like the local guys were jacking them up. Making profit on labor was okay but not on the

materials.

Councilor Ives suggested that TLC as a large company could get away with making their money on labor as opposed to a markup on materials.

Councilor Calvert said that was one of the considerations and it might be more dramatic on the smaller projects. They didn't want to gamble on them so they marked it up so they for sure would make money on them. They didn't have the breadth of jobs so they couldn't afford to lose on any of them.

He asked if the bids were public information after submitted.

Mr. Rodarte said they immediately were public information.

Councilor Calvert wondered if competitors looked at them.

Mr. Rodarte said some did. They were always looking at the subcontractor lists so they knew a lot but he was trying to get the local contractors to work with each other.

One of the new bid requests was one that required a GA 98 license. With over 50% of the work requiring that, the one with that license would be the primary contractor.

He summarized that he was working with them as much as he could. They talked first and then opened the bids.

Councilor Ives noticed that TLC and Sasquatch and Subsurface Contractors were big on 1337b and TLC won that one too.

Mr. Rodarte said Subsurface came in really competitive. It was a good bid and realistic. They knew the area and what to expect. Sasquatch had only been in business for two years.

Councilor Ives said on the NA's multiple pricing, amongst the vendors, some were local and others not. He was looking at 1334b, 1401b, 1404b, and 1406b.

Mr. Rodarte said on 1334, they had no local companies that could qualify. They had to rebid that because of state pricing that did not include travel time. On 1335b there were several local companies that could supply them. Hal Burns did very well on it. He was a blue collar worker that really wanted to get it. He worked with him just like he did with other locals for fuel and gas. Superior was one he was working on also.

Councilor Ives suggested he might want to change on the chart where it says on multiple pricing where it was somewhat applicable or partially applicable.

Mr. Rodarte said on the last one he finally identified a local contractor. He agreed to keep working on it.

Chair Wurzbarger asked Mr. Rodarte if he could give an update on Market Station.



Mr. Rodarte said Mr. Pino could do that.

Mr. Pino said they would start moving in on Thursday and would be completely out of the Federal Building next week. They were having an adios luncheon.

Chair Wurzbarger thanked Mr. Rodarte.

## **8. FINANCE PRESENTATION**

### **A. CITY DEBT SERVICE AND FUNDING SOURCE (MARCOS TAPIA)**

Ms. Helene Hausman reported on this item for Mr. Tapia.

The first table she put together was divided into 4 blocks. The first was bond funding, second a description of each fund, 3<sup>rd</sup> was what we were paying now on debt service and 4<sup>th</sup> was what was left to be paid.

First, one-half of 1% GRT out of 3102 funds the bond issues listed and the NMFA land acquisition loan. The total debt service being paid for 13-14 was \$12.5 million coming out of that funding source this fiscal year. She broke each debt out by funding source.

Councilor Calvert asked if there were any of concern.

Ms. Hausman said the one that kept coming up was the MRC debt which had been a refunding of a refunding. It was being paid for out of the half percent GRT. At present it was not eligible for refunding for the next couple of years. She was not aware of any others at present causing any heartburn. At the end of the year, the City had to cover 1/12 of the following year's debt and they never had enough money in MRC to cover that but none of the others were like that.

Councilor Calvert understood the debt based on property taxes were the most secure but those based on GRT were subject to more volatility. At some point when they were first incurred and based on GRT might have caused more concern at the time. He asked if all the funding sources were matching up.

Ms. Hausman agreed they were so far. Mr. Pino and Mr. Tapia were having discussions with our bond counsel, Duane Brown and advisor, George Williford and the City Manager regarding how the City should structure its debt and whether they could go for three years instead of two. Mr. Brown and Mr. Williford were the perfect people to analyze that. So she was not ready to bring answers tonight.

Councilor Calvert noted that most of them were due well into the future. With one exception, most were in 2020's and 2030's.

Ms. Hausman said they had done more refinancing of bonds in the last few years but it also required less payout.

Chair Wurzbarger thanked Ms. Hausman and asked if she could send this electronically.

Ms. Hausman agreed to send it to all of the Committee.

## **B. FUNDING OPTIONS (CIP/HOLD HARMLESS) (MARCOS TAPIA)**

This matter was postponed to a future meeting.

## **CONSENT AGENDA**

### **9. 2013 STATE OF NEW MEXICO SEVERANCE TAX BOND (STB) AGREEMENT**

- **REQUEST FOR APPROVAL OF TWO (2) SEVERANCE TAX BOND CAPITAL APPROPRIATION PROJECT AGREEMENTS FOR A TOTAL OF \$950,000**
- **REQUEST FOR APPROVAL TO INCREASE PROJECT BUDGET VIA BUDGET ADJUSTMENT REQUEST (DAVID CHAPMAN)**

#### **Committee Review:**

Finance Committee (Scheduled)

09/30/13

Council (Scheduled)

10/09/13

### **10. REQUEST FOR APPROVAL OF A TELECOMMUNICATIONS SERVICES AGREEMENT WITH CYBER MESA COMPUTER SYSTEMS INCORPORATED TO DESIGN, BUILD AND OPERATE THE CIP HIGH SPEED INTERNET PROJECT IN THE AMOUNT OF \$882,100**

- **REQUEST FOR BUDGET ADJUSTMENT REQUEST (SEAN MOODY)**

#### **Committee Review:**

Finance Committee (Approved)

09/16/13

Council (Scheduled)

09/25/13

### **11. REQUEST FOR APPROVAL OF A RESOLUTION RECOGNIZING THE UNIQUE VOLUNTEER SERVICES THAT THE SANTA FÉ CONSERVATION TRUST TRAILS PROGRAM PROVIDES ON BEHALF OF THE CITY OF SANTA FE'S TRAILS AND OPEN SPACES; AND DIRECTING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH THE SANTA FÉ CONSERVATION TRUST TO PROVIDE TRAILS VOLUNTEER COORDINATOR SERVICES ON BEHALF OF THE CITY OF SANTA FÉ (COUNCILOR BUSHEE) (LEROY PACHECO)**

#### **Committee Review:**

Finance Committee (Approved)

09/16/13

Bicycle Trail Advisory Committee (Scheduled)  
Council (Scheduled)

09/18/13  
09/25/13

**12. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING CITY STAFF TO COLLABORATE WITH THE REGIONAL SOCCER LEAGUES TO IDENTIFY NECESSARY IMPROVEMENTS TO THE MRC SOCCER FACILITIES AND THE POSSIBLE CONSTRUCTION OF AN INDOOR SOCCER FACILITY AND TO EXPLORE FUNDING MECHANISMS FOR SUCH IMPROVEMENTS AND CONSTRUCTION (COUNCILORS WURZBURGER, RIVERA, TRUJILLO AND DOMINGUEZ) (BEN GURULÉ)**

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

09/30/13  
10/09/13

**DISCUSSION AGENDA**

**13. DISCUSSION AND DIRECTION ON FACILITY PRIORITIES (ISAAC PINO)**

Mr. Pino said, as he outlined in the memo (handout), they had been working on this for the last several months. They were talking about \$37 million in maintenance of buildings and \$105 million for street maintenance. They also talked about pursuing a GO bond but right now, the bond schedule might be too late. They could look at one next year. But this would need some mechanism and no matter which one was chosen, it needs a facilities Master Plan that could be done in phases or as one plan including the elements identified as criteria and evaluate every facility in that fashion. That way they could have a better basis for doing a GO bond or other financing.

Councilor Ives asked about the content on the Master Plan and the time frames they would look at.

Mr. Pino explained the plan was to look at whether a building needed to be replaced now or just maintained. They also must look at programmatic considerations. For instance, with City Hall, whether they were using it in the correct program way. Has it worn out its usefulness? How would we replace it and with what? Then when they decided which options to pursue they would have a better basis.

Councilor Calvert hoped it would take into account the facilities the City already had like on Siler Road. If there was no longer any use, the City should sell it. Maybe it was time, instead of repairing to rebuild instead. Or maybe a better location was needed for the services being rendered. The location of the building would also have an effect on efficiency of operations.

He pointed out that several facilities on Siringo were not being utilized. There was probably more real estate the City could use there. So not only the building condition but where it should be located.

Mr. Pino agreed. With the Siler Road property they had floated the idea of library or recreation center on Siler but it didn't make sense. However, there was good exposure there including storage. Maybe some

storage would move to the backside of property the City owned now.

Councilor Calvert thought it could be a public/private partnership. Obviously the City could use some of that money for this budget cycle.

Chair Wurzbarger suggested giving staff direction for development of this Master Plan. As a legacy, she hoped they could have that Master Plan in place soon. She asked if the Committee could have a proposal for that at the next meeting.

Councilor Calvert said it would be hard to justify anything without that.

Chair Wurzbarger said staff was so directed.

#### **14. MATTERS FROM STAFF**

There were no matters from Staff.

#### **15. MATTERS FROM THE COMMITTEE**

Councilor Rivera asked Mr. Pino to thank Chris Ortiz and his crews for coming out on Saturday to help the sidewalk angels in Tierra Contenta. They cleaned up a small section of Tierra Contenta and everyone appreciated that.

Councilor Calvert wondered if they would be part of cleanup this weekend.

Mr. Pino said this weekend was part of Santa Fé Beautiful. The Sidewalk Angels would start happening around town. He thought they had 16 residents out there last week.

Councilor Rivera agreed and the average age was about 54. Some from Casa Solano helped too.

Chair Wurzbarger appreciated the sidewalk angels. They helped move trees that had been killed by bark beetles.

Councilor Calvert also thanked City staff for the street cleaners and unfortunately it needed to be done again now after last night's storm. There were a couple of spots. One was at Spruce and Oak. We should try to get to the cause on it. That was private property and the owners have some responsibility.

#### **16. MATTERS FROM THE CHAIR**

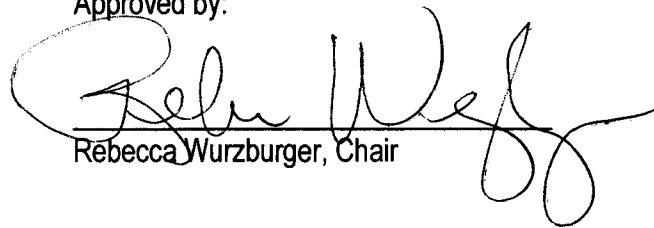
Chair Wurzbarger said it was good to be home.

**17. NEXT MEETING: OCTOBER 7, 2013**

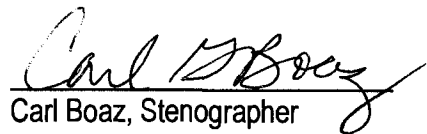
**18. ADJOURNMENT**

Having completed the agenda and with no further business to come before the Committee, the meeting was adjourned at 5:50 p.m.

Approved by:

  
Rebecca Wurzbürger, Chair

Submitted by:

  
Carl Boaz, Stenographer