

City of Santa Fe, NM
Regular Committee
Monday, April 18, 2016
05:00 PM – Finance Committee
Council Chambers
200 Lincoln Avenue

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT AGENDA

5. APPROVAL OF MINUTES

Regular Finance Committee – April 4, 2016
[04-04-2016 FCM Minutes.pdf](#)

CONTINUATION OF BUDGET DISCUSSION

CONSENT AGENDA

6. *Request for Approval of Grant Agreement – Santa Fe Municipal Airport Annual Maintenance; New Mexico Department of Transportation Aviation Division and Approval of Budget Adjustment in the Amount of \$11,111.00. (Cameron Humphres)*

[FCM 04-18-2016 Item 7.pdf](#)

7. *Request for Approval of Emergency Procurement and Professional Services Agreement – Sandoval Parking Structure Elevator Electrical Feeders; Don Gorman Electric, LLC. (David Pfeifer)*

[item 8 from PWC.pdf](#)

[Action Sheets - item 8.doc](#)

8. *Request for Approval of Amendment No. 7 to Amended and Restated Railyard Lease and Management Agreement; Santa Fe Railyard Community Corporation. (Robert Siqueiros)*

[2g_9 CD.pdf](#)

[2g_9 CD.pdf](#)

9. *Request for Approval of Procurement Under State Price Agreement and Amendment No. 1 to Professional Services Agreement – Uniform and Linen Laundering for Transit Fixed Route Operations; Prudential Overall Supply. (Isaac Pino)*

[Action Sheets - item 11.doc](#)

[2i_11_CD.pdf](#)

10. *Request for Approval of Procurement Under State Price Agreement and Amendment No. 1 to Professional Services Agreement – Uniform and Linen Laundering for Transit Fleet Maintenance; Prudential Overall Supply. (Isaac Pino)*

[Action Sheets - item 10.doc](#)

[2h_10_CD.pdf](#)

11. *Request for Approval of Grant Application, Agreement and Award and Memorandum of Agreement – FY 2016 F.T.A. Section 5339 Financial Assistance for Purchase of Capital Equipment for Transit Division; New Mexico Department of Transportation, Transit and Rail Division and Approval of Budget Increase in the Amount of \$155,667 and \$38,916 Local Match. (Isaac Pino)*

[Action Sheets - item 13.doc](#)

[2k_13_CD.pdf](#)

12. *Request for Approval of Grant Application, Agreement and Award and Memorandum of Agreement – FY 2016 U.C.S. Section 5310 Financial Assistance for Purchase of Capital Equipment for Transit Division; New Mexico Department of Transportation, Transit and Rail Division and Approval of Budget Increase in the Amount of \$154,267 and \$38,567 Local Match. (Isaac Pino)*

[2j_12_CD_OCR.pdf](#)

[Action Sheets - item 12.doc](#)

13. *Request for Approval of Amendment No. 2 to Professional Services Agreement – Mechanical Operational Services at the GCCC Ice Arena; YearOut Services, LLC. (Liza Suzanne)*

[FCM packet checklist YearOut GCCC A#2.pdf](#)

[YearOut GCCC Amend_2 Packet_ocr.pdf](#)

14. *Request for Approval of Amendment No. 1 to Legal Services Agreement – High Summit v. City of Santa Fe Legal Matters; Sheehan & Sheehan, P.A. (Marcos Martinez)*

[Amendment_1_Sheehan_4_4_16_ocr.pdf](#)

15. *Request for Approval of Amendment No. 3 to Professional Services Agreement – Financial Modeling Services for Water Division; Hawksley Consulting a/k/a MWH Americas, Inc. (Nick Schiavo)*

[2k_14 - Amendment 3 with Hawksley Consulting.pdf.pdf](#)

[Action Sheet - Amend 3 - Hawksley Consulting.pdf](#)

16. *Request for Approval of Change Order No. 2 to Contract – Installation of a New Water Metering System for Water Division; Badger Meter, Inc. (Nick Schiavo)*

[2l_15_CO No. 2 with Badger Meter.pdf.pdf](#)

[Action Sheet - CO 2 - Badger Meter.pdf](#)

18. *Request for Approval of Amendment No. 4 to Professional Services Agreement – Printing and Mailing Services for Utility Billing Division; InfoSend, Inc. (Nick Schiavo)*

[2m_16_Amendment 4 with Infosend Inc.pdf.pdf](#)

[ACTION SHEET - Amend 4 - Infosend Inc..pdf](#)

17. *Request for Approval of Purchase Agreement - One (1) Toilet Retrofit Credit Buy Back and Approval of Budget Increase in the Amount of \$317,700; Aldea, LLC. (Andrew Erdmann)*

[2n_17 - BAR for Aldea LLC Retrofit Credits.pdf.pdf](#)

[ACTION SHEET - BAR - Aldea LLC.pdf](#)

19. *Request for Approval of Joint Funding Agreement – Continuation of Permit-Required Monitoring Programs for Santa Fe River and Buckman Well Field; United States Department of the Interior Geological Survey. (Bill Schneider)*

[2o_18_JFA with USGS.pdf.pdf](#)

[ACTION SHEET - JFA - US Geological Survey.pdf](#)

20. *Request for Approval of Amendment No. 1 to Professional Services Agreement – Update the Long Range Water Supply Plan and Integrate with Capital Improvements Program; Carollo Engineers, Inc. (Bill Schneider)*

[2p_19 - Amendment 1 with Carollo Engineers.pdf.pdf](#)

[ACTION SHEET - Amend 1 - Carollo Engineering.pdf](#)

21. *Request for Approval of FY 2016/2017 Internal Audit Plan. (Liza Kerr)*

[AUDIT_PLAN_AS_PRESENTED_TO_FC_ocr.pdf](#)

22. *Request for Approval of a Resolution Amending Resolution No. 2008-40 Regarding Membership of the Santa Fe Water Conservation Committee to Include Term Limits for Committee Members. (Councilor Ives) (Christine Chavez)*

Committee Review:

<i>Public Utilities Committee (approved)</i>	04/06/16	
<i>Water Conservation Committee (approved)</i>	04/12/16	
<i>City Council (scheduled)</i>		04/27/16

Fiscal Impact – No

[Water Conservation Committee Term Limits \(FC Pkt\).pdf](#)

[ACTION SHEET - Resolution - SF Water Conservation Committee Term Limits.pdf](#)

23. *Request for Approval of a Resolution Instituting a City-Wide All-Electronic Payment Policy for Employees and Vendors to the Extent Permitted by State Law. (Councilors Ives, Lindell, Rivera, Maestas and Trujillo) (Oscar Rodriguez and Lynette Trujillo)*

Committee Review:

<i>Public Works Committee (approved)</i>	04/11/16	
<i>City Council (scheduled)</i>		04/27/16

Fiscal Impact – \$45,000 - This measure will allow the City to operate more efficiently and justify the elimination of at least half a position (FTE) in the Payroll staff.

[Electronic Payment Policy \(FC Pkt\).pdf](#)

24. *Request for Approval of a Resolution Amending the Santa Fe Film Commission to Change the Name to the Santa Fe Film and Digital Media Commission; and Provide for Alternate Members of the Commission. (Mayor Gonzales and Councilor Ives) (Kate Noble)*

Committee Review:

City Business Quality of Life Committee (approved) 04/13/16

City Council (scheduled)

04/27/16

Fiscal Impact – No

[Film Commission Name Change and Alternates \(FC Pkt\).pdf](#)

25. *Request for Approval of a Resolution Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority to Refund, Refinance and Defease Certain Outstanding Senior Lien and Subordinate Lien Gross Receipts Tax Revenue Bonds and Loans of the City of Santa Fe, New Mexico. (Councilor Maestas) (Oscar Rodriguez)*

Committee Review:

City Council (scheduled)

04/27/16

Fiscal Impact – Yes

[GRT Refunding - NMFA Application \(FC Pkt\).pdf](#)**DISCUSSION**

26. *Request for Approval of an Ordinance Amending Section 14-6.2 of the Land Use Development Code to Remove Certain Limitations on Short-Term Rental Dwelling Units; Amending the Fee Schedule for a Short-Term Rental Permit; and Requiring that Permit Holders Pay all Applicable Taxes or Be Subject to Certain Penalties. (Councilor Maestas and Mayor Gonzales, Councilor Ives) (Randy Randall and Lisa Martinez)*

- Request for Approval of a Resolution Establishing the Number of Short-Term Rental Permits the City of Santa Fe Land Use Department May Issue. (Councilor Maestas and Mayor Gonzales, Councilor Ives) (Randy Randall and Lisa Martinez)*

Committee Review:

City Business Quality of Life Committee (approved) 03/09/16

Occupational Tax Advisory Board (approved) 03/22/16

Public Works Committee (approved) 03/28/16

City Council (request to publish) (approved) 03/30/16

Planning Commission (approved) 04/07/16

City Council (public hearing) 04/27/16

Fiscal Impact – Yes - expenditures = \$377,500; revenues = \$1,500,000

[Short Term Rental Update \(FC Pkt\).pdf](#)[Short Term Rental Permit Limit \(FC Pkt\).pdf](#)**OTHER FINANCIAL INFORMATION**

MATTERS FROM THE COMMITTEE

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