

**MINUTES
of the
FIRST MEETING
of the
CAPITOL BUILDINGS PLANNING COMMISSION**

**May 9, 2016
Room 311, State Capitol
Santa Fe**

The first meeting of the Capitol Buildings Planning Commission (CBPC) for the 2016 interim was called to order by Edwynn L. Burckle, secretary of general services, on May 9, 2016 at 2:06 p.m. in Room 311 of the State Capitol.

Present

Edwynn L. Burckle, Secretary of General Services, Co-Chair
Rep. Don L. Tripp, Speaker of the House of Representatives, Co-Chair
Tom Clifford, Secretary of Finance and Administration
Veronica Gonzales, Secretary of Cultural Affairs
Sen. Stuart Ingle
Sen. Mary Kay Papen, Senate President Pro Tempore
Celina Jones, Designee for Barbara J. Vigil, Chief Justice, New Mexico Supreme Court

Absent

Tom Church, Secretary of Transportation
Aubrey Dunn, Commissioner of Public Lands
Rep. Brian Egolf
Tim Eichenberg, State Treasurer

Staff

Raúl E. Burciaga, Director, Legislative Council Service (LCS)
Michelle Jaschke, Researcher, LCS
Diego Jimenez, LCS
Robert Becker, Staff Architect, Facilities Management Division (FMD), General Services
Department (GSD)
George Morgan, Director, FMD, GSD
Pamela Nicosin, Deputy Director, FMD, GSD

Guests

The guest list is in the meeting folder.

Handouts

Handouts from the meeting are posted at www.nmlegis.gov.

Monday, May 9

Approval of the Agenda

Ms. Jaschke called the roll for the commission confirming a quorum. On a motion duly made and seconded, the commission voted to approve the agenda of the first meeting of the CBPC for the 2016 interim.

Adoption of Open Meetings Resolution

Mr. Burciaga explained the provisions of the Open Meetings Resolution and its importance in ensuring transparency in the conduct of commission business. Speaker Tripp moved to adopt the Open Meetings Resolution, and Secretary Gonzales seconded the motion. The motion was unanimously approved.

Master Planning and Statewide Inventory Proposals: Evaluation Committee Recommendations

Speaker Tripp moved to enter into executive session to discuss the evaluation committee recommendations regarding proposals received for master planning and statewide inventory consultant services. Secretary Clifford seconded the motion, and the motion received unanimous approval on a roll call vote.

Following the evaluation committee presentation and commission discussion, Speaker Tripp moved that the commission be released from the executive session and enter back into an open session. Senator Ingle seconded the motion, and the meeting was reopened without objection.

Master Planning and Statewide Inventory Consultant Selection

Secretary Burckle moved to accept both respondents to the request for proposals, Architectural Research Consultants, Incorporated (ARC) and CBRE, as potential vendors to provide master planning and statewide inventory consultant services. Secretary Clifford seconded the motion. Senator Papen cast a vote in opposition to the motion on a roll call vote. The motion carried with support from the remaining members.

Discussion ensued regarding prioritizing items for the commission's consideration during the 2016 interim. High-priority issues and statutory requirements were identified as follows:

- ▶ master planning: updates for existing metropolitan area master plans; integration of state agency master plans with the statewide inventory; and an overall state master plan;
- ▶ statewide inventory: development and relocation to a state-hosted site;
- ▶ statutory requirements for review of lease/purchase agreements;

- ▶ commission review procedures and timing: legislation may be needed to provide for commission review of real property acquisitions and dispositions prior to legislative approval of such acquisitions or dispositions; and
- ▶ follow-up on facility needs for the Children, Youth and Families Department (CYFD) in Albuquerque.

Commission members discussed various approaches for assisting the CYFD with its facility needs, including the possibility of focusing on an Albuquerque area master plan or taking a non-geographic approach that might entail a specific agency focus. Members discussed the status of state agency master planning efforts, and Mr. Burciaga noted that past legislation sponsored by Senator Ingle to provide funding for those efforts had failed but that an executive order was issued for state agencies to develop five-year master plans. Secretary Burckle noted that the programmatic needs of state agencies are an important consideration in master planning for the state.

The commission requested that staff provide an overview of how much the metropolitan area master plans that were developed in 2011 cost and what they encompassed, as well as the status of state agency master plans, at the next meeting. In addition, the members requested that staff provide recommendations regarding what is feasible for the master planning contractors to accomplish within the \$100,000 available from legislative cash balances in the limited time available this fiscal year.

Secretary Burckle asked that the commission reconvene at the end of May or the beginning of June to consider the recommendations. The secretary also requested that the commission consider enabling legislation for the commission to review and make recommendations regarding real property transactions before such transactions are enacted by the legislature. Mr. Burciaga noted that Senator Papen had sponsored such legislation in 2015 that was not successful, but it could be considered as the basis for future legislation.

Adjournment

There being no further business before the commission, the meeting adjourned at 2:58 p.m.