



City of Albuquerque

Public Safety Tax Advisory Board

MEETING: May 21, 2024, 5:30 pm, One Civic Plaza Dr NW, Albuquerque NM 87102, 10th Floor DFAS Large Conference Room

CHAIR, Vacant

VICE CHAIR, Vacant

BOARD MEMBERS Mr. Kenneth J Pascoe, Ph.D., Mr. Robert Martinez, Mr. Rodney E Bowe, Ms. Deborah L Kuidis

DEPARTMENT OF FINANCE STAFF: Lisa Lopez, Executive Assistant to the Director, Donna Sandoval, DFAS Director

GUESTS: None

Zoom Information: None

Meeting Minutes

1. CALL TO ORDER
 - a. Called to order at 530 PM
 - b. All members were introduced to one another – with a brief background on experience that led them to the PSTAB.
2. REVIEW AND APPROVAL OF MEETING AGENDA – Lisa Lopez reviewed agenda with board members.
 - a. No motions done.
3. REVIEW AND APPROVE PRIOR MEETING MINUTES
 - a. This is the first meeting there are no prior meeting minutes to review and approve.
4. INTRODUCTIONS AND ANNOUNCEMENTS
 - a. REVIEW OF PSTAB ORDINANCE
 - i. Important areas highlighted are the responsibilities of the board
 1. Review the use of the public safety tax revenue for the previous fiscal year
 2. Review the distribution of revenue among the three funded city departments and recommend changes, if necessary, to the percentage of revenue distributed based on community conditions.

3. Provide recommendations to the Mayor and City Council by January 1 for the proposed use of the public safety tax revenues for the upcoming fiscal year.
- ii. Review of the Resolution
 1. Percentages are as follows:
 - a. Police 34%
 - b. Fire and Emergency preparedness 34%
 - c. Corrections and Detention (Police Transport) 6%
 - d. Family and Community Services / Crime Prevention 26%
 2. Ms. Deborah L Kuidis inquired if these percentages have already been determined how is the board to best make its decisions. Mr. Rodney Bowe added to the inquiry – What is the functionality of the PSTAB. Is it purely advisory or do we have any power on the distribution?
 - a. Lisa Lopez answered yes, the percentages listed were passed in the resolution several years ago.
 - b. We can make a recommended change if necessary – Referred back to the ordinance.
 - c. Director Sandoval – Added that ongoing review is needed to best suite the needs of the residents of the City.
 - d. Mr. Bob Martinez added that we review the use and suggest changes that most effectively meet the needs of the City, and to make recommendations on changes if needed – Referred back to the ordinance.
 - e. Mr. Martinez requested some additional documents be provided.
 - i. Internal Audit Report 2019 19-104 June 27, 2019.
 - ii. FY25 Budget – What is the PSTAB amount?
 1. We need to review these amounts.
 - iii. Mr. Bowe requested: Statistics / Metrics on demographics on crime in the various districts of the City to use in our research
 1. Are the funds distributed based on area command?
 2. How is APD using funds? - Lisa Lopez refers back to Attachment A – that much of any budget is used on personal. This could be used for recruitment and retention? ACS is a large component on what the Mayor’s goals are in crime reduction. Mr. Bowe agrees that much research needs to be done in order to make a good recommendation.
 3. Contact details for each member to the board members.
 - f. This board is starting from ground zero that provides us some unique opportunities.

- g. Review of the Fire, Police and Prisoner Transport percentages –
 - i. Inquiry of what Prisoner Transport does: Lisa Lopez replied that they transport released individuals from MDC to the downtown area.
 - ii. Mr. Martinez – In essence 40% goes to APD when prisoner transport is included with the 34%.
 - iii. Should ACS be included within this ordinance? This could be one of the Board’s recommendations when it comes to the distribution of the funds.
 - iv. For every \$100 spend that \$.38 is PST. Donna and Lisa are unable to confirm if that amount is accurate.
 - iii. Membership, Terms and appointments
 - 1. Board will consist of 5 members – We currently have one vacant position.
 - 2. Review the terms of office of each member based on what was provided by the City Clerks Office.
 - a. Currently all dates reflect an October 12, 2025 term expiration date.
 - b. Mr. Bove inquired if the dates are affected because the board had not met before this meeting.
 - c. Clarification is needed on term end dates for each member.
- b. ELECTION OF BOARD CHAIR
 - i. Motion by: Mr. Kenneth J Pascoe, Ph.D.
 - ii. Second by: Ms. Deborah L Kuidis
 - iii. All members voted in favor of Mr. Bob Martinez with a roll call vote.
- c. ELECTION OF VICE CHAIR
 - i. Discussion – Do we need a Vice Chair.
 - ii. DFAS Director Donna Sandoval referred to the ordinance that only a Chair person is addressed.
 - iii. Board has elected that no vice chair was needed due to the size of the current board
- d. REVIEW OF PAST TAX REPORTS
 - i. Provided past distribution amounts as provided by DFAS Accounting Department.
 - ii. See: Appropriations and Revenue Documents attached.
- e. MEETING SCHEDULE DETERMINATION
 - i. Lisa Lopez – should we meet monthly?
 - 1. Mr. Martinez - for the first several meetings we should meet monthly
 - 2. Tuesdays at 5:30 pm is the best time period to meet.
5. OLD BUSINESS
 - a. This is the first meeting there are no old business items to review
6. NEXT MEETING
 - a. Next meeting June 11, 2024 at 5:30 pm in person in the DFAS 10th floor Conference Room. – 3rd Tuesday of each month

- b. Zoom option will be available since these are public meetings to allow the public to attend if needed.
 - c. Open Meetings Act – No rolling meetings
 - d. Draft Minutes will be emailed to Mr. Martinez as well as draft agenda for next meeting.
 - e. Mr. Martinez requested if agenda items are suggested to communicate them before the 10-day notice of the next meeting. – The requested documents will be agenda items for the next meeting.
 - f. Mr. Martinez inquired if any unfinished business needed discussion? – No items were discussed.
7. ADJOURN MEETING at 6:23 pm
- a. Motion: Ms. Deborah L Kuidis
 - b. Second: Mr. Rodney E Bowe,
 - c. All in favor: Yes.