

**Regular Meeting of the Finance Committee  
November 12, 2024 at 5:00 PM  
Council Chambers, City Hall  
200 Lincoln Avenue  
MINUTES**

---

1. Call to Order

The Regular Meeting of the Finance Committee was called to order by Councilor Romero-Wirth at 5:03 PM, on Tuesday, November 12, 2024, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

**MEMBERS PRESENT**

Councilor Carol Romero-Wirth  
Councilor Signe Lindell  
Councilor Jamie Cassutt  
Councilor Pilar Faulkner  
Councilor Lee Garcia (Arrived at approx. 5:10pm)

**MEMBERS EXCUSED**

**OTHER PARTICIPANTS ATTENDING**

Emily Oster, Director, Finance Department

3. Approval of Agenda

**MOTION** A motion was made by Councilor Cassutt, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

4. Approval of Consent Agenda

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve as Amended.

**VOTE** The motion Passed on a voice vote.

The following items were pulled for discussion:

- Item e
- Item h
- Item i

- Item j

## 5. Presentations

- General Obligation Bond Issuance Process. (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov); George Williford, Hilltop Securities; [george.williford@hilltopsecurities.com](mailto:george.williford@hilltopsecurities.com); Peter Franklin, Modrall Spering; [pfranklin@modrall.com](mailto:pfranklin@modrall.com)) - ,
- City of Santa Fe Revenue Fiscal Year 2024 Review. (Alexis C. Lotero, Assistant Finance Director; [aclotero@santafenm.gov](mailto:aclotero@santafenm.gov)) - ,

## 6. Action Items: Consent Agenda

- Request for Approval of October 28, 2024 Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov))

### **Committee Review:**

Finance Committee: 11/12/2024 - [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov)

### **Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- Request for Approval of the 2025 Council Committee and Governing Body Meeting Calendar. (Xavier Vigil, Committee and Contracts Coordinator; [xivigil@santafenm.gov](mailto:xivigil@santafenm.gov))

### **Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Quality of Life Committee: 11/06/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

### **Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion on a voice vote.

- Request for Approval of the 2022 FEMA Building Resilient Infrastructure in Communities Sub-award Grant Agreement EMT-2022-BR-001 in the Total Amount of \$524,999 from the New Mexico Department of Homeland Security and Emergency Management for the Design of Microgrids for Community Resiliency. (Brian Williams, Office of Emergency Management Director; [bgwilliams@santafenm.gov](mailto:bgwilliams@santafenm.gov) and Regina Wheeler, Public Works Director; [rawheeler@santafenm.gov](mailto:rawheeler@santafenm.gov))

- Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$524,999 to Fund FY25 Expenditures, Grant Revenue, and Required Local Match

for the Sub-Recipient Grant Award from FEMA.

**Committee Review:**

Public Works and Utilities Committee: 11/4/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024

- bgwilliams@santafenm.gov, rawheeler@santafenm.gov

**Committee Review:**

**Committee Review:**

Public Works and Utilities Committee: 11/4/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- d. Request for Approval of the 2022 FEMA Building Resilient Infrastructure in Communities Sub-Grant Agreement EMT-2022-BR-0002 in the Total Amount of \$709,122.47 with the New Mexico Department of Homeland Security and Emergency Management to Design Flood Mitigation Solution at Ashbaugh Park. (Brian Williams, Director Office of Emergency Management; bgwilliams@santafenm.gov)
  1. Request for Approval of a Budget Amendment Resolution (BAR) to Budget \$506,576.60 in Awarded Grant Funds into Storm Water WIP Design, \$168,858.87 in Matching Funds from the Storm Water Utility Service Fee to Storm Water WIP Design, and \$33,687 in Grant Funds for Subrecipient Management Costs into Emergency Management Professional Contracts.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- e. Request for Approval of the 2023 Hazard Mitigation Grant Program Sub-Grant Agreement DR-5430-0012-NM in the Total Amount of \$364,820.91 with New Mexico Department of Homeland Security and Emergency Management for Storm Water Projects. (Brian Williams, Director Office of Emergency Management; bgwilliams@santafenm.gov)
  1. Request for Approval of a FY25 Budget Amendment Resolution (BAR) to Budget \$350,961.66 in Awarded Federal Grant Funds to Stormwater WIP Design, \$13,859.25 in Awarded Federal Grant Funds for Subrecipient Management Costs into Emergency Management Professional Contracts, and \$87,740.41 in Awarded

State Grant Funds to Stormwater WIP Design.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Cassutt, seconded by Councilor Lindell, to Approve.

**VOTE** The motion Passed on a voice vote.

- f. Request for Approval of the 2023 Hazard Mitigation Grant Program Sub-Grant Agreement DR-4652-0011-NM in the Total Amount of \$163,509.97 with New Mexico Department of Homeland Security and Emergency Management for Updating the City of Santa Fe Hazard Mitigation Plan and Development of a Wildfire Risk Assessment. (Brian Williams, Director Office of Emergency Management; bgwilliams@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$163,509.97 to Budget Awarded Grant Funds to the Office of Emergency Management Professional Contracts.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- g. Request for Approval of a Budget Amendment Resolution (BAR) to Re-Appropriate Unspent FY24 Budget in the Amount of \$175,000 into Professional Services to Engage a Consultant to Compile the Public Infrastructure Development Standards for Chapter 14 Code Revisions. (Jeanne Wolfenbarger P.E., Public Works Complete Streets Engineer, jawolfenbarger@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- h. Request for Approval of Addendum A to Professional Services Agreement Item #23-0595 with Denovo to Increase the Compensation for Cloud Storage and Maintenance of the City of Santa Fe AS400 data by \$1,819,244 for a New Total Amount of \$3,196,884.77 and to Extend the Termination Date to June 30, 2027. (Eric Candelaria, ITT Department Director, edcandelaria@santafenm.gov and Larry Worstell, Infrastructure Manager, lfworstell@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 11/06/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Garcia, seconded by Councilor Cassutt, to Approve.

**VOTE** The motion Passed on a voice vote.

- i. Request for Approval of a New Mexico Department of Finance and Administration General Fund 93100 Capital Appropriation Project Grant 24-I3147 in the Amount of \$240,000 to Replace the Santa Fe River Pedestrian Bridge at Shelby Street with a Reversion Date of June 30, 2028. (Scott A. Overlie, Parks and Open Space Project Administrator; saoverlie@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate the DFA Funding in the Amount of \$240,000 into FY25 Revenue and Parks and Trails CIP WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Cassutt, seconded by Councilor Romero-Wirth, to Approve.

**VOTE** The motion Passed on a voice vote.

- j. Request for Approval of a New Mexico Department of Finance and Administration General Fund 93100 Capital Appropriation Project Grant 24-I3142 in the Amount of \$5,000,000 for Improvements at Fort Marcy Park with a Reversion Date of June 30, 2028. (Scott A. Overlie, Parks and Open Space Project Administrator; saoverlie@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate the DFA Funding in the Amount of \$5,000,000 into FY25 Parks and Trails CIP Revenue and WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Cassutt, to Approve.

**VOTE** The motion Passed on a voice vote.

- k. Request for Approval of Amendment No. 1 to Capital Improvement Program Agreement Item #21-0660 with Sub Surface Contracting Inc. to Increase Compensation by \$1,500,000 for a New Total Contract Amount of \$2,463,475.12 for On-Call Repair, Replacements, Extension, and Rehabilitation of Sewer Collection Systems. (P. Fred Heerbrandt P.E., Engineer Supervisor, pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,500,000 from the Wastewater Cash Fund to Repair and Maintenance System Equipment and WIP Construction.

**Committee Review:**

Public Works & Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024

-

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- l. Request for Approval of Amendment No.1 to Item #23-0578 With Intera Inc. to Increase the Compensation by \$229,132.72 for a New Total Contract Amount of \$528,621.73 to Provide Regulatory Groundwater Monitoring, Soil Vapor Monitoring and Other Environmental and Engineering Services for Frank Ortiz Park Landfill. (Sandra Gabaldon, Environmental Compliance Specialist, sgabaldon@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$229,132.72 from the Environmental Services Enterprise Fund to Professional Contracts.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- m. Request for Approval of Amendment No. 2 to Priority Line Replacement Price Agreement Item #23-0183 with A.A.C. Construction LLC to Increase Compensation by \$1,581,875 for a New Total Amount of \$5,041,875.30 Including NMGRT for On-Call Water Line Replacement. (Bill Huey, Engineer; bchuey@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,581,875 from the Water Cash Fund to the Water Capital Projects, WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

- n. Request for Approval of Amendment No. 2 to Priority Line Replacement Price Agreement Item # 21-0484 with Sub Surface Contracting, Inc. (Sub Surface) to Increase Maximum Compensation by \$1,656,807 for a New Total Contract Amount of \$6,696,807 Including NMGRT. (Bill Huey, Engineer, bchuey@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,656,807 from the Water Cash Fund to Water Capital Project, WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- o. Request for Approval of Amendment No. 2 to Price Agreement Item #21-0378 with Sub Surface Contracting, Inc. to Increase Maximum Compensation by \$542,187.50 for a New Total Contract Amount of \$1,626,562.50 to include New Mexico Gross Receipts Tax (NMGRT) to Provide Construction Services for City Wide Construction and Repair for the City of Santa Fe (Bill Huey, Engineer, bchuey@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$542,188 from the Water Cash Fund to Water Capital Projects, WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 11/4/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

- p. Request for Approval of the First Amendment to the Agreement for Conversion of Streetlights Owned by the Public Service Company of New Mexico (PNM) Item #24-0120

with PNM to Increase the Compensation by \$480,000 for a New Not to Exceed Amount of \$1,050,000 Including NMGRT and to Extend the Term for One Year to Complete the Conversion of Streetlights to LEDs. (Mike Dalmolin, PE, Traffic Operations Engineering Supervisor; mrdalmolin@santafenm.gov)

**Committee Review:**

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- q. Request for Approval of a Construction Contract with SKE Contractors, LLC for the Rehabilitation of 10,500 Feet of Vitrified Clay Sewer Pipe in the Total Amount of \$3,275,028.20 for a Two-Year Term. (P. Fred Heerbrandt, P.E., pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$3,275,029 From the WWMD Enterprise Fund to WIP Construction.

**Committee Review:**

Public Works & Utility Committee: 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- r. Request for Approval of Amendment No. 1 to General Service Contract Item #21-0660 with TLC Plumbing to Increase Compensation by \$116,000 for a New Total Amount Not to Exceed \$657,613.77 for On-Call Repairs and Rehabilitation of the Sewer Collection System. (P. Fred Heerbrandt, P.E., pfheerbrandt@santafenm.gov).

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$116,000 from the Wastewater Management Enterprise Fund into FY25 Repair and Maintenance.

**Committee Review:**

Public Works and Utilities Committee: 10/21/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- s. Request for Approval of Contract Amendment No. 1 with the Life Link Item# 23-0700 of Recovery Funds Subrecipient Contract Increasing the Total Amount to \$1,600,000 for Professional Services and Extend the Term to June 30, 2026. (Youth and Family Services Division Director; Julie Sanchez, [jjsanchez@santafenm.gov](mailto:jjsanchez@santafenm.gov), Youth and Family Services Program Manager; Kristen Woods, [krwoods@santafenm.gov](mailto:krwoods@santafenm.gov))

**Committee Review:**

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- t. Request for Approval of Amendment No. 3 to the Intergovernmental Services Agreement with North Central New Mexico Economic Development District for Fiscal Agent Services Item #23-0688 to Add 2024 Capital Appropriations to the Agreement. (Regina Wheeler, Public Works Director; [rawheeler@santafenm.gov](mailto:rawheeler@santafenm.gov))

**Committee Review:**

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

- u. Request for Approval of an Addendum to a Customer Order with Lumen Technology Government Solutions, Inc. for City Data Networks and Internet Services Fiber Network In the Total Amount of \$343,760 Excluding NMGRT for a Term of 36 Months. (Larry Worstell, ITT Infrastructure Manager, [lfworstell@santafenm.gov](mailto:lfworstell@santafenm.gov))

**Committee Review:**

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner,

to Approve.

**VOTE** The motion Passed on a voice vote.

- v. CONSIDERATION OF RESOLUTION NO. 2024-\_\_\_\_\_. (Councilor Michael Garcia)  
A Resolution Accepting a Grant from the Transportation Project Fund Program Administered by New Mexico Department of Transportation and Entering into Grant Agreement Control Number HW2LP50060. (Romella Glorioso-Moss, Public Works Project Administrator; [rsglorioso-moss@santafenm.gov](mailto:rsglorioso-moss@santafenm.gov))

**Committee Review:**

Public Works and Utilities Committee (Introduced): 11/04/2024

Finance Committee: 11/12/2024

Governing Body: 11/13/2024 -

**Committee Review:**

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Faulkner, to Approve.

**VOTE** The motion Passed on a voice vote.

7. Action Items: Discussion Agenda

8. Introduction of Legislation

- a. CONSIDERATION OF RESOLUTION NO. 2024-\_\_\_\_\_. (Mayor Alan Webber)  
Establishing the City of Santa Fe's Priorities for Consideration by the New Mexico State Legislature During the 57th Legislature- State of New Mexico – First Session, 2025.  
(Regina Wheeler, Public Works Director; [rawheeler@santafenm.gov](mailto:rawheeler@santafenm.gov), Marci Eannarino, Legislation and Policy Innovation Manager; [maeannarino@santafenm.gov](mailto:maeannarino@santafenm.gov), Christine M. Spiers, Legislative Assistant; [cmspiers@santafenm.gov](mailto:cmspiers@santafenm.gov))

**Committee Review:**

Finance Committee (Introduced): 11/12/2024

Governing Body: 11/13/2024

-

**Committee Review:**

9. Matters from Staff

10. Matters from the Committee

11. Matters from the Chair

12. Next Meeting: \_\_\_\_\_

13. Adjourn

Meeting Adjourned at 6:25 P.M.

*ERMINIA TAPIA*

Committee Liaison

Committee Chair

