



# City of Santa Fe New Mexico

## Memorandum



DATE: February 4<sup>th</sup>, 2025

TO: Governing Body

VIA: Emily Oster, Finance Director *CO*  
Alexis Lotero, Assistant Finance Director *AL*  
Sam Burnett, Facilities Division Director *SB*  
David Jaramillo, Fleet Section Manager *DJ*

FROM: Juan Tapia III, Fleet Mechanic Supervisor *JT*

RE: One-Time Funding Request

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### ITEMS AND ISSUE:

Finance/ Fleet Management Division Request the Approval of Budget Amendment Resolution (BAR) in the Amount of \$300,000 from One-Time Funding Available in the General Fund Balance for the Removal of the Siler Road City Yards Fuel Station. (David Jaramillo, Fleet Section Manager; dmjaramillo@santafenm.gov and Sam Burnett, Facilities Division Director; jsburnett@santafenm.gov)

### BACKGROUND AND SUMMARY:

Finance/Fleet Management Division is requesting \$300,000 for the removal of the underground storage tanks, testing of soil as required by NMED, backfill with compaction, and a 4-inch layer of blacktop. The City of Santa Fe no longer utilizes this fuel station as we have transitioned to the WEX Fuel program implemented in June of 2024.

### ACTION REQUESTED:


Finance/Fleet Management Division respectfully requests the approval of funds for the removal of the underground storage tanks of the Siler Road City Yards Fuel Station.

### FUNDING SOURCE:

Fund Name/Number: FACILITIES/320  
Munis Org Name/Number: FacilityCIP/3209980  
Munis Obj Name/Number: WIP Design/572960 \$30,000, WIP Construction/572970 \$270,000  
Amount: \$300,000

### ATTACHEMENTS:

BAR

**Signature:**   
David Jaramillo (Feb 5, 2025 10:11 MST)  
**Email:** dmjaramillo@santafenm.gov

**Signature:**   
**Email:** jsburnett@ci.santa-fe.nm.us

**Signature:**   
ALEXIS LOTERO (Feb 5, 2025 16:32 MST)  
**Email:** aclotero@santafenm.gov

**Signature:** *Emily K. Oster*  
**Email:** ekoster@santafenm.gov

