

**Regular Meeting of the Finance Committee  
March 24, 2025 at 5:00 PM  
Council Chambers, City Hall  
200 Lincoln Avenue  
MINUTES**

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1. Call to Order

The Regular Meeting of the Finance Committee was called to order by Councilor Romero-Wirth at 5:01 PM, on Monday, March 24, 2025, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

3. Approval of Agenda

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

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

The following items were pulled for discussion:

- Item g
- Item h
- Item k

5. Presentations

- a. Finance Department Staff Recognition. (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov))

6. Action Items: Consent Agenda

- a. Request for Approval of the March 10, 2025, Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov))

**Committee Review:**

Finance Committee: 03/24/2025

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

Approve.

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

- b. Request for Approval of a General Services Contract with Keers Facility Services LLC in the Total Amount of \$1,000,000 for On-Call Remediation Services with Term Ending December 31, 2028. (Caryn Grosse, Public Works Project Manager III; clgrosse@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 03/17/2025

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

- c. Request for Approval of Professional Services Agreement with HDR Engineering, Inc. in the Total Amount of \$339,388 Including NMGRT for Engineering Design Services for a Four-Year Term. (Paul F. Heerbrant, PE Engineer Supervisor: pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$339,388 from Wastewater Enterprise Fund to Wastewater WIP Design.

**Committee Review:**

Public Works and Utilities Committee: 03/17/2025

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

- d. Request for Approval of Amendment No.1 to the Professional Services Agreement Item #24-0505 with WH Pacific Inc to Reflect Company's Name Change to NV5 Inc. (Romella Glorioso-Moss, Complete Streets Capital Projects Manager; rsglorioso-moss@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 03/17/2025

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

- e. Request for Approval of a Construction Contract with Alive Electric, Inc. in the Amount of \$600,000 and the Cost of NMGRT, for On-Call General Electrical Services for a Four-Year Term. (Fred Heerbrandt, Engineer Supervisor: [pfheerbrandt@santafenm.gov](mailto:pfheerbrandt@santafenm.gov))

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$649,125 from the Wastewater Enterprise Fund to WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 03/17/2025

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

- f. Request for Approval of Amendment No. 3 to Price Agreement Item #21-0378 with Sub Surface Contracting, Inc. to Increase Compensation by \$542,187.50 for a New Total Amount of \$2,168,751 Including NMGRT for On-Call City-Wide Water Utility Construction and Repair. (Bill Huey, Engineer, [bchuey@santafenm.gov](mailto:bchuey@santafenm.gov)).

**Committee Review:**

Public Works and Utilities Committee: 03/17/2025

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

- g. Request for Approval of Amendment No. 1 to Price Agreement Item #21-0378 with A.A.C. Construction, LLC to Increase Compensation by \$542,187.50 for a New Total Amount of \$1,626,562.50 Including NMGRT for On Call City-Wide Water Utility Construction and Repair. (Bill Huey, Engineer, [bchuey@santafenm.gov](mailto:bchuey@santafenm.gov)).

**Committee Review:**

[Public Works and Utilities Committee: 03/17/2025](#)

[Finance Committee: 03/24/2025](#)

[Governing Body: 03/26/2025](#)

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

Approve.

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

- h. Request for Approval of General Services Contract with Newterra Corporation, Inc., in the Amount of \$249,984 for the Rental of Six Aerators for a Six-Month Term. (Michael Dozier, Wastewater Management Division Director; [mldozier@santafenm.gov](mailto:mldozier@santafenm.gov) and LeRoy Alvarado, Wastewater Division Operations Supervisor; [imalvarado@santafenm.gov](mailto:imalvarado@santafenm.gov))

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$249,984 from Wastewater Management Enterprise Fund to Wastewater Capital Projects WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 03/17/2025

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

- i. Request for Approval to Purchase Traffic Barriers from Meridian Rapid Defense Group, LLC in the Total Amount of \$233,286.79. (Brian Williams, Director of Emergency Management; [bgwilliams@santafenm.gov](mailto:bgwilliams@santafenm.gov))

**Committee Review:**

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

- j. CONSIDERATION OF RESOLUTION NO. 2025-\_\_\_\_. (Councilor Amanda Chavez)  
A Resolution Authorizing Representatives and Agents for an Agreement with the New Mexico Environment Department, Regarding Agreement Number SAP-I2457-GF, to Plan, Design, and Construct Improvements on Jemez Road, Including a Sewer Line South of Airport Road, to Improve Residential Septic Systems.

**Committee Review:**

Governing Body (Introduced): 03/12/2025

Public Works and Utilities Committee: 03/17/2025

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

Approve.

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

- k. CONSIDERATION OF BILL NO. 2025-7. ADOPTION OF ORDINANCE NO. 2025-\_\_\_\_. (Mayor Alan Webber)  
A Bill Regarding Annual Budgets Including Multi-Year Appropriations; Amending Section 11-2.1 to Conform with the City's Charter; Establish Multi-Year Appropriations for Capital Outlay, Grant-Funded Projects, and "Special Appropriations"; and, Effective December 31, 2025, Amending Section 11-2.4 to Sunset the Finance Director's Budget Amendment Authority to Carry Over Certain Unexpended Appropriations Into the Next Fiscal Year. (Alexis Lotero, Assistant Finance Director; aclotero@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 02/26/2025  
Governing Body (Public Comment): 03/12/2025  
Public Works and Utilities Committee: 03/17/2025  
Finance Committee: 03/24/2025  
Governing Body: (Public Hearing): 04/09/2025

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

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

- l. CONSIDERATION OF BILL NO. 2025-4. ADOPTION OF ORDINANCE NO. 2025-\_\_\_\_. (Councilor Carol Romero-Wirth, Councilor Michael Garcia, Councilor Amanda Chavez)  
A Bill Amending Ordinance No. 2024-6 to Approve Three Individual Loan Agreements with the New Mexico Environment Department to be Paid with Revenues from Each System, Respectively: (1) a Wastewater Project Loan Agreement; (2) a Water Project Loan Agreement; and (3) a Solid Waste Collection Project Loan Agreement; Incorporating Defections and Covenants Relating to Wastewater, Water, and Waste-Water System Debt Obligations in Each Loan Agreement, Respectively, by Reference Herein; Ratifying Prior Action Consistent with the Provisions Hereof; and Repealing Prior Action Inconsistent with the Provisions Hereof, but Only to the Extent of Such Inconsistency. (Emily Oster, Finance Director; ekoster@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 02/26/2025  
Governing Body (Public Comment): 03/12/2025  
Public Works and Utilities Committee: 03/17/2025  
Finance Committee: 03/24/2025  
~~Governing Body: 03/26/2025~~ (Schedule amended per Article IV(A)(4))  
Governing Body: 04/09/2025

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

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

7. Action Items: Discussion Agenda

- a. Approval of a Proposed Announcement of the Sale or Lease of Midtown Site Parcels Pursuant to Resolution 2021-16 (Daniel Hernandez, Director Metropolitan Redevelopment Agency, dahernandez@santafenm.gov)

**Committee Review:**

Finance Committee: 03/24/2025

Governing Body: 03/26/2025

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

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

8. Matters from Staff

9. Matters from the Committee

10. Matters from the Chair

11. Next Meeting: Monday, April 07, 2025

12. Adjourn

Meeting Adjourned at 6:00 P.M.

*ERMINIA TAPIA*

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Liaison

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Chair