

**Regular Meeting of the Finance Committee**  
**June 9, 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 5:04 PM, on Monday, June 9, 2025, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

**MEMBERS PRESENT**

Councilor Carol Romero-Wirth

Councilor Jamie Cassutt

Councilor Lee Garcia

**MEMBERS EXCUSED**

Councilor Signe Lindell

Councilor Pilar Faulkner

**OTHER PARTICIPANTS ATTENDING**

Emily Oster, Director, Finance Department

3. Approval of Agenda

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

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

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 May 27, 2025, Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov))

**Committee Review:**

Finance Committee: 06/09/2025

Approved on Consent.

- b. Request for Approval of a Budget Amendment Resolution to Transfer \$150,000 From Capital Fund Balance into Facilities Division WIP Construction for Repairs to the City Hall Elevator. (Caryn Grosse, Facilities Division Project Manager III; [clgrosse@santafenm.gov](mailto:clgrosse@santafenm.gov)).

**Committee Review:**

Public Works and Utilities Committee: 06/02/2025

Finance Committee: 06/09/2025

Governing Body: 06/11/2025

Approved on Consent.

- c. Request for Approval to Purchase Roadway Marking Materials from 3M Library Transportation Safety Division in the Total Amount of \$360,307.40 Excluding NMGRT. (Jose Lerma, Traffic Operations Manager, [jnlerma@santafenm.gov](mailto:jnlerma@santafenm.gov))

**Committee Review:**

Public Works and Utilities Committee: 06/02/2025

Finance Committee: 06/09/2025

Governing Body: 06/11/2025

Approved on Consent.

- d. Request for Approval of Memorandum of Agreement with Santa Fe Public Schools for the Crossing Guard Program in the Total Amount of \$900,000 for a Four Year Term. (Jennifer Morrow, Complete Streets Division Director, [jlmorrow@santafenm.gov](mailto:jlmorrow@santafenm.gov))

**Committee Review:**

Public Works and Utilities Committee: 06/02/2025

Finance Committee: 06/09/2025

Governing Body: 06/11/2025

Approved on Consent.

- e. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$400,000 to Carry Forward the Amount Left Over in the Constituent Services CRM Fund to Remodeling and Replacement to Pay for Council Chambers Upgrade. (Andréa Salazar, City Clerk/Director of Community Engagement; [asalazar@santafenm.gov](mailto:asalazar@santafenm.gov) and Geralyn Cardenas, Deputy City Clerk; [gfcardenas@santafenm.gov](mailto:gfcardenas@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 06/04/2025

Finance Committee: 06/09/2025  
Governing Body: 06/11/2025

Approved on Consent.

- f. Request for Approval of a Memorandum of Agreement (MOA) with New Mexico Department of Transportation for Federal Transit Administration Section 5310 Funding for Public Transportation Services in the Total Amount of \$668,072.30 through September 30, 2025. (Gabrielle Chavez, Transit Director of Administration; gnchavez@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$534,457.84 from the MOA to Transit FY25 Revenue, Vehicles Under 1.5 Tons and Data Processing Equipment.

**Committee Review:**

Public Works and Utilities Committee: 06/02/2025  
Finance Committee: 06/09/2025  
Governing Body: 06/11/2025

Approved on Consent.

- g. Request for Approval to Exercise Renewal Option on Item #23-0689 with Vector Airport Systems LLC, for the Collection of Aircraft Landing and Parking Fees at the Santa Fe Regional Airport. (Kelly Bynon, Administrative Manager; kabynon@santafenm.gov and Jimmy Gunn, Interim Airport Director; jdgunn@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 06/02/2025  
Finance Committee: 06/09/2025  
Governing Body: 06/11/2025

Approved on Consent.

- h. Request for Approval of Amendment No. 1 to Agreement #24-0435 with the Santa Fe Firefighters Association, International Association of Firefighters – Local 2059 to Extend the Agreement through June 30, 2027. (Scott Ouderkirk, Assistant Chief of Operations; slouderkirk@santafenm.gov and Charles Gonzales, IAFF Union President – Local 2059; cmgonzales@santafenm.gov)

**Committee Review:**

Finance Committee: 06/09/2025  
Governing Body: 06/11/2025

Approved on Consent.

- i. Request for Approval of a Professional Services Agreement with Carr, Riggs & Ingram, LLC for Audit Services in the Total Amount of \$349,880 through June

30, 2026. (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov) and Matthew Bonifer, Accounting Officer; [mtbonifer@santafenm.gov](mailto:mtbonifer@santafenm.gov))

**Committee Review:**

Finance Committee: 06/09/2025

Governing Body: 06/11/2025

Approved on Consent.

- j. Request for Approval of a Public Fireworks Display Permit Submitted by the Kiwanis Club of Santa Fe for the Fourth of July Celebration on July 4, 2025, at the Santa Fe Place Mall. (Geronimo Griego, Fire Marshal; [gggriego@santafenm.gov](mailto:gggriego@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 06/04/2025

Finance Committee: 06/09/2025

Governing Body: 06/11/2025

Approved on Consent.

- k. Request for Ratification of Third Amendment to Cooperative Project Agreement Item #24-0019 with the New Mexico Department of Transportation to Extend the Term through June 30, 2027, to Complete the Engineering Design of S100470 St. Michael's Drive-Rail Trail Underpass Project. (Romella Glorioso-Moss, Capital Projects Manager, [rsglorioso-moss@santafenm.gov](mailto:rsglorioso-moss@santafenm.gov))

**Committee Review:**

Governing Body: 06/11/2025

Approved on Consent.

- l. CONSIDERATION OF BILL NO. 2025-11. ADOPTION OF ORDINANCE NO. 2025 \_\_\_. (Councilor Carol Romero-Wirth and Mayor Alan Webber)  
A Bill Updating the Rates and Fees for Wastewater Utility Services. (Jesse Roach, Interim Public Utilities Director; [jdroach@santafenm.gov](mailto:jdroach@santafenm.gov))

**Committee Review:**

Governing Body (Introduced): 04/30/2025

Governing Body (Public Comment): 05/14/2025

Public Works and Utilities Committee: 05/19/2025

Finance Committee: 06/09/2025

Governing Body (Public Hearing): 06/11/2025

Approved on Consent.

- m. CONSIDERATION OF BILL NO. 2025-12. ADOPTION OF ORDINANCE NO. 2025 \_\_\_. (Mayor Alan Webber)  
Be it Ordained by the Governing Body of the City of Santa Fe: Authorizing the Execution and Delivery of a Water Project Fund Loan/Grant Agreement by and

Between the New Mexico Finance Authority (“NMFA”) and the City of Santa Fe, New Mexico (the “Borrower/Grantee”), in the Total Amount of \$5,500,000, Including a Loan in the Amount of \$2,200,000; Evidencing an Obligation of the Borrower/Grantee to Utilize the Loan/Grant Amount Solely for the Purpose of Financing the Costs of Repairs to the Nichols Dam Outlet Conduit, Including Sealing of Conduit Joints, Conduit Lining, Installation of Filter Diaphragm Around Outlet Conduit, Including Related Work and Revisions, and Solely in the Manner Described in the Loan/Grant Agreement; Providing for the Pledge and Payment of the Loan Amount and an Administrative Fee Solely from the Net Revenues of the Water Utility System of the Borrower/Grantee; Certifying that the Loan/Grant Amount, Together with Other Funds Available to the Borrower/Grantee, is Sufficient to Complete the Project; Approving the Form of and Other Details Concerning the Loan/Grant Agreement; Ratifying Actions Heretofore Taken; Repealing all Action Inconsistent with this Ordinance; and Authorizing the Taking of other Action in Connection with the Execution and Delivery of the Loan/Grant Agreement. (Alan Hook, Water Resources Coordinator Assistant; aghook@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 05/14/2025

Governing Body (Public Comment): 05/28/2025

Public Works and Utilities Committee: 06/02/2025 (Postponed to 06/16/25 for noticing)

Finance Committee: 06/09/2025

Public Works and Utilities Committee: 06/16/25

Governing Body (Public Hearing): 06/25/2025

Approved on Consent.

7. Action Items: Discussion Agenda
8. Matters from Staff
9. Matters from the Committee
10. Matters from the Chair
11. Next Meeting: Monday, June 23, 2025
12. Adjourn

Meeting Adjourned at 5:13 P.M.

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Liaison

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Chair

