

**Regular Meeting of the Finance Committee  
April 6, 2026 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 Pilar Faulkner at 5:01 PM, on Monday, April 6, 2026, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

**MEMBERS PRESENT**

Councilor Jamie Cassutt  
Councilor Pilar Faulkner  
Councilor Lee Garcia  
Councilor Alma Castro  
Councilor Paul Bustamante

**MEMBERS EXCUSED**

**OTHER PARTICIPANTS ATTENDING**

Andrea K. Phillips, Deputy City Manager and Interim Finance Director  
Erminia M. Tapia, Business Operations Manager

3. Approval of Agenda

**MOTION** A motion was made by Councilor Bustamante, seconded by Councilor Castro, to Approve.

**VOTE** The motion Passed on a roll call vote.

4. Approval of Consent Agenda

**MOTION** A motion was made by Councilor Castro, seconded by Councilor Bustamante, to Amend.

**VOTE** The motion Passed on a roll call vote.

The following items were pulled for Discussion:

- Item 7d
- Item 7i

5. Public Comment

6. Presentations

7. Action Items: Consent Agenda

- a. Request for Approval of the March 23, 2026, Finance Committee Meeting Minutes. (Erminia Tapia, Business Operations Manager; emtapia@santafenm.gov)

**Committee Review:**

Finance Committee: 04/06/2026

Approved on Consent.

- b. Request for Approval of a Purchase Order Change with ITSQuest, Inc. in the Total Amount of \$241,268.95 for Utility Billing System Modernization Project. (Jesse Roach, Interim Public Utilities Director; jdroach@santafenm.gov)

1. Request for Approval of a Budget Adjustment Request (BAR) in the Total Amount of \$181,972 from the Public Utilities Cash Enterprise Fund to Public Utilities Admin Service Contracts for the Utility Billing Modernization Project with ITSQuest, Inc.

**Committee Review:**

Public Works and Utilities Committee: 03/30/2026

Finance Committee: 04/06/2026

Governing Body: 04/07/2026

Approved on Consent.

- c. Request for Approval of Amendment No. 4 to Item #23-0551 Memorandum of Understanding with Santa Fe County to Increase the Compensation by \$25,000 for a New Total Amount of \$225,000 for Local DWI Grant Funds. (Patrick Trujillo, Police Captain; pjtrujillo@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 04/01/2026

Finance Committee: 04/06/2026

Governing Body: 04/07/2026

Approved on Consent.

- d. Request for Approval of a Professional Services Contract with Kiwanis Club of Santa Fe to Produce the City's Fourth of July Celebrations in the Total Amount of \$885,507 through April 15, 2030. (Melissa McDonald, Parks and Open Space Director; mamcdonald@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 04/01/2026

Finance Committee: 04/06/2026

Governing Body : 04/07/2026

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

**VOTE** The motion Passed on a roll call vote.

- e. Request for Approval of Professional Services Agreement with Santa Fe Community Housing Trust for Mortgage Reduction Assistance in the Total Amount of \$208,072.18 through September 30, 2026. (Faviola A. Chavez, Director of Affordable Housing; fachavez@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 04/01/2026

Finance Committee: 04/06/2026

Governing Body: 04/07/2026

Approved on Consent.

- f. Request for Approval of a Budget Adjustment Request (BAR) in the Total Amount of \$609,755 from the U.S. Department of Housing and Urban Development to FY26 Grants and Services for the Community Development Block Grant Subrecipient Agreements for Grant Years 2023, 2024 and 2025. (Roberta Catanach, Project Administrator; rlcatanach@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 04/01/2026

Finance Committee: 04/06/2026

Governing Body: 04/07/2026

Approved on Consent.

- g. CONSIDERATION OF RESOLUTION NO. 2026-\_\_\_\_. (Councilor Amanda Chavez)  
A Resolution Authorizing City of Santa Fe Representatives and Agents to Sign Agreements and Requests for Payment Regarding New Mexico Office of the State Engineer Grant Agreement DSB-FY26-HHPD-01, to Plan and Design the Rehabilitation of McClure Dam. (Taylor Jurgens, Engineer, Water Division; trjurgens@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 03/25/2026

Public Works and Utilities Committee: 03/30/2026

Finance Committee: 04/06/2026

Governing Body: 04/07/2026

Approved on Consent.

- h. CONSIDERATION OF BILL NO. 2026-5. ADOPTION OF ORDINANCE NO. 2026-\_\_\_\_.(Councilor Amanda Chavez and Councilor Pilar Faulkner)  
A Bill 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 \$2,500,000, Including a Loan in the Amount of \$1,000,000 Evidencing an Obligation of the Borrower/Grantee to Utilize the Loan/Grant

Amount Solely for the Purpose of Financing the Costs of Designing McClure Dam to the Outlet Conduit and Spillway, 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 Actions in Connection with the Execution and Delivery of the Loan/Grant Agreement. (Alan Hook, Water Resources Coordinator; aghook@santafenm.gov)

**Committee Review:**

Governing Body (Introduction): 03/11/2026

Governing Body (Public Comment): 03/25/2026

Public Works and Utilities Committee: 03/30/2026

Finance Committee: 04/06/2026

Governing Body (Public Hearing): 04/29/2026

Approved on Consent.

- i. CONSIDERATION OF RESOLUTION NO. 2026-\_\_\_\_. (County Commissioner Lisa Cacari Stone, Mayor Michael Garcia, and Councilor Pilar Faulkner) A Joint Resolution Recognizing the Value of Periodic Joint Meetings Between Santa Fe County and the City of Santa Fe and Establishing a Framework for Conducting Those Meetings. (Brian Moya, Interim City Manager; bjmoya@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 03/25/2026

Public Works and Utilities Committee: 03/30/2026

Quality of Life Committee: 04/01/2026

Finance Committee: 04/06/2026

Governing Body: 04/07/2026

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

**VOTE** The motion Passed on a roll call vote.

**MOTION** A motion was made by Councilor Cassutt, seconded by Councilor Castro, to Approve the Amendment.

**VOTE** The motion Passed on a roll call vote.

8. Action Items: Discussion Agenda

9. Matters from Staff
  10. Matters from the Committee
  11. Matters from the Chair
  12. Next Meeting: Monday, April 20, 2026
  13. Adjourn
- Meeting Adjourned at 5:24 P.M.

*ERMINIA TAPIA*  
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Liaison

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Chair