



# AGENDA

REGULAR MEETING OF  
THE FINANCE COMMITTEE  
OCTOBER 05, 2020  
5:00 PM  
ATTEND VIRTUALLY

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## AMENDED SPECIAL PROCEDURES FOR FINANCE COMMITTEE MEETING

Attendance: In response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the ban on public gatherings of more than ten (10) people, the Finance Committee meeting will be conducted virtually.

Viewing: Members of the public may stream the meeting live on the City of Santa Fe's YouTube channel at <https://www.youtube.com/user/cityofsantafe>. The YouTube live stream can be accessed at this address from most smartphones, tablets, or computers.

The video recording of this meeting will also remain available for viewing at any time on the City's YouTube channel at <https://www.youtube.com/user/cityofsantafe>. Staff is available to help members of the public access pre-recorded meetings on-line at any time during normal business hours. Please call 955-6521 for assistance.

Agenda: The agenda for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF CONSENT AGENDA**
5. **APPROVAL OF MINUTES**
  - a. Regular Finance Committee Meeting – September 21, 2020
6. **PRESENTATION**
  - a. FY20 Internal Audit (REDW)- Stephanie Woodruff, Chair of Audit Committee, Jessica Bundy, CPA, Principal, REDW; Caitlin Gutierrez, CPA,



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Internal Audit Manager, REDW Claire Hilleary, CPA, MBA, Audit and Consulting Senior Manager, REDW

- b. Benefits Presentation (Ashley Barela, Assistant Human Resources Director, [ambarela@santafenm.gov](mailto:ambarela@santafenm.gov), 955-6517, Bernadette Salazar, Human Resources Director, [bjsalazar@santafenm.gov](mailto:bjsalazar@santafenm.gov), 955-6591, AON representative)

## 7. ACTION ITEMS: CONSENT

- a. Project Status Presentation and Request for Retroactive Approval of Amendment No. 2 to the contract for construction for CIP Project #503a (Salvador Perez Recreation Building – structural and building envelope rehabilitation), for the purpose of an increase of \$35,457.72 to the contract amount for additional deferred maintenance scope as detailed in the memo, the B&D Industries cost proposal and the presentation materials.  
(Anson Rrane, PW Project Administrator, [arane@santafenm.gov](mailto:arane@santafenm.gov), 955-5935)

### Committee Review:

PWC (approved) 5-26-20  
Finance (rescheduled) 10-05-20  
Governing Body (scheduled) 10-14-20

- b. Library Innovative Interfaces Inc. Addendum #7 in the Total Amount of \$67,783.80 1 year Maintenance Agreement ILS Support – Sole Source – Term 07/01/20-06/30/21 (Maria E. Tucker, Library Director 955-6788 [metucker@santafenm.gov](mailto:metucker@santafenm.gov))

### COMMITTEE REVIEW:

Finance Committee (scheduled)	10/05/2020
Governing Body (scheduled)	10/14/2020

- c. Request for the Approval of the Inmate Confinement Agreement with Santa Fe County for the Incarceration, Care and Maintenance of Persons Charged with or Arrested for a Crime. Term of Agreement is Four (4) Years. Total Estimated Budgeted for Four. (4) Years is \$2,000,000 (Santa Fe County); (Ben Valdez, Deputy Chief of Police, [bpvaldez@santafenm.gov](mailto:bpvaldez@santafenm.gov), 955-5040)

### COMMITTEE REVIEW:



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Public Works and Utilities (approved)	09/29/2020
Finance Committee (Scheduled)	10/05/2020
Quality of Life (Scheduled)	10/07/2020
Governing Body (Scheduled)	10/14/2020

- d. Request for the Approval of FY21 Police Vehicle Purchase Request. Total Amount is \$539,662.35 for the Vehicles, Equipment and Labor Costs Associated with Each Vehicle. (Ben Valdez, Deputy Chief of Police, [bpvaldez@santafenm.gov](mailto:bpvaldez@santafenm.gov), 955-5040)

**COMMITTEE REVIEW:**

Public Works and Utilities (Approved)	09/29/2020
Finance Committee (Scheduled)	10/05/2020
Quality of Life Committee (scheduled)	10/07/2020
Governing Body (Scheduled)	10/14/2020

- e. Request for approval of a Budget Adjustment Resolution (BAR) to the Public Utilities Wastewater Division to cover the negative balance in Professional Contracts 5000361.510300 in the amount of \$70,000.00 (Mike Dozier, Wastewater Division Director, [mldozier@santafenm.gov](mailto:mldozier@santafenm.gov), 955-4642)

**COMMITTEE REVIEW:**

Finance Committee (Scheduled)	10/05/2020
Governing Body (Scheduled)	10/14/2020

- f. Request Approval of a Budget Adjustment Resolution (BAR) for Public Utilities Department to fund vacant positions through the 2020/2021 fiscal year in the total amount of \$2,940,219.85 across 12 Public Utilities sections. (Shannon Jones, Public Utilities Director, [swjones@santafenm.gov](mailto:swjones@santafenm.gov))

- g. Request for Approval of Budget Adjustment Resolution (BAR) in the Amount of \$398,750.64 to pay back taxes to the IRS for the 2016 and 2017 tax years. (Jarel LaPan Hill, City Manager, [jlapanhill@santafenm.gov](mailto:jlapanhill@santafenm.gov); Bernadette Salazar, HR Director, [bjsalazar@santafenm.gov](mailto:bjsalazar@santafenm.gov); Erin McSherry, City Attorney, [ekmcsberry@santafenm.gov](mailto:ekmcsberry@santafenm.gov); Mary McCoy, Finance Director, [mtmccoy@santafenm.gov](mailto:mtmccoy@santafenm.gov).)



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- h. Request for Approval of a Lease Agreement between the City of Santa Fe and the Interfaith Community Shelter Group ("Pete's Place") Located at 2801 Cerrillos Road, for a Four (4) Year Term. (Rich Brown, Economic Development Director, [rdbrown@santafenm.gov](mailto:rdbrown@santafenm.gov), 955-6625 and Andrea Salazar, Assistant City Attorney, [asalazar@santafenm.gov](mailto:asalazar@santafenm.gov), 955-6303)

8. **MATTERS FROM STAFF**
9. **MATTERS FROM THE COMMITTEE**
10. **MATTERS FROM THE CHAIR**

**NEXT MEETING: October 19 2020**

11. **ADJOURN**

**Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521, five (5) working days prior to meeting date.**