



MINUTES

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

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 five (5) 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 santafe.primegov.com/portal/search.

1. **CALL TO ORDER**
2. **ROLL CALL**

Members Present:

Councilor Roman Abeyta
Councilor Renee Villarreal
Councilor Carol Romero-Wirth
Councilor Signe Lindell
Councilor Jamie Cassutt-Sanchez

Members Excused:

Others Attending:



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Bradley Fluetsch, Cash and Investment Manager
Mary McCoy, Finance Department Director
Carolynn Roibal, Administrative Manager
Jeff Norris, Attendee
Stephanie Woodruff, Attendee
Bernadette Salazar, Attendee
Jessica Bundy, Attendee
Caitlin Guterrez, Attendee

3. APPROVAL OF AGENDA

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the agenda as amended to postpone item g

VOTE: The motion was approved on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None

Abstain: None

4. APPROVAL OF CONSENT AGENDA

MOTION: Councilor Lindell moved, seconded by Councilor Villarreal, to approve the as amended to pull items e, f and h for discussion.

VOTE: The motion was on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None



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Abstain: None

5. APPROVAL OF MINUTES

- a. Regular Finance Committee Meeting – September 21, 2020

MOTION: Councilor Lindell moved, seconded by Councilor Cassutt-Sanchez, to approve the minutes as presented.

VOTE: The motion was on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None

Abstain: None

6. 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, aerane@santafenm.gov, 955-5935)

Committee Review:

PWC (approved) 5-26-20

Finance (rescheduled) 10-05-20

Governing Body (scheduled) 10-14-20

MOTION: Councilor Lindell moved, seconded by Councilor Villarreal, to approve the Contract as presented.



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VOTE: The motion was approved on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth,
Councilor Lindell, Councilor Cassutt-Sanchez

Against: None

Abstain: None

- 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)

COMMITTEE REVIEW:

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

MOTION: Councilor Lindell moved, seconded by Councilor Villarreal, to approve the Contract Amendment as presented.

VOTE: The motion was approved on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth,
Councilor Cassutt-Sanchez

Against: None

Abstain: Councilor Lindell

- 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, 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

MOTION: Councilor Lindell moved, seconded by Councilor Villarreal, to approve the Contract as presented.

VOTE: The motion was approved on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None

Abstain: None

- 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, 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

MOTION: Councilor Lindell moved, seconded by Councilor Villarreal, to approve the Contract as presented.

VOTE: The motion was approved on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None



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Abstain: None

- 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, 955-4642)

COMMITTEE REVIEW:

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

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Lindell, to approve the Budget Adjustment Resolution (BAR) as presented.

VOTE: The motion was approved on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None

Abstain: None

- 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)

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the Budget Adjustment Resolution (BAR) as presented.

VOTE: The motion was approved on the following Roll Call vote:



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For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None

Abstain: None

- 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; Bernadette Salazar, HR Director, bjsalazar@santafenm.gov; Erin McSherry, City Attorney, ekmcsberry@santafenm.gov; Mary McCoy, Finance Director, mtmccoy@santafenm.gov.)

Committee Review

Public Works/Utilities: (scheduled) 10-26-2020

Governing Body: (scheduled) 10-28-2020

MOTION: moved, seconded by , to postpone the Budget Adjustment Resolution (BAR).

VOTE: The motion was on the following Roll Call vote:

For: None

Against: None

Abstain: None

- 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, rbrown@santafenm.gov, 955-6625 and Andrea Salazar, Assistant City Attorney, asalazar@santafenm.gov, 955-6303)



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MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt-Sanchez, to approve the Lease as presented to move forward to Quality of Life Committee for further discussion

VOTE: The motion was approved on the following Roll Call vote:

For: Councilor Abeyta, Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt-Sanchez

Against: None

Abstain: None

7. **PRESENTATION**

- a. FY20 Internal Audit (REDW)- Stephanie Woodruff, Chair of Audit Committee, Jessica Bundy, CPA, Principal, REDW; Caitlin Gutierrez, CPA, 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, 955-6517, Bernadette Salazar, Human Resources Director, bjasalazar@santafenm.gov, 955-6591, AON representative)

8. **MATTERS FROM STAFF**

9. **MATTERS FROM THE COMMITTEE**

10. **MATTERS FROM THE CHAIR**

11. **NEXT MEETING: October 19 2020**

12. **ADJOURN**

Liaison

Chair



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