

**City of Santa Fe, NM**  
**Regular Committee**  
**Monday, November 19, 2018**  
**05:00 PM – Finance Committee**  
**Council Chambers**

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

**4. APPROVAL OF CONSENT AGENDA**

**5. APPROVAL OF MINUTES**

- a) Regular Finance Committee Minutes - November 5, 2018  
[Item 5a.pdf](#)

**6. PRESENTATION**

- a) Finance Employee of the Month for October - Juan Tapia III  
[Item a.pdf](#)
  
- b) Finance Partner of the Quarter - Irene Romero  
[Item b.pdf](#)
  
- c) Presentation - Tony Martinez Retirement  
[Item c.pdf](#)

**7. INFORMATIONAL**

- a) Update on Financial Report - 4Q1718. (Andy Hopkins, Senior Budget Analyst, ajhopkins@ci.santa-fe.nm.us, 955-6177, Brad Fluetsch, Financial Planning and Reporting Manager, bjfluetsch@ci.santa-fe.nm.gov, 955-6585, Christina Keyes, Treasurer, ckkeyes@ci.santa-fe.nm.us, 955-6550).  
[Item a.pdf](#)

**8. CONSENT AGENDA**

- a) Request for Approval of a Resolution Adopting the Vision Statement of the Airport Advisory Board for the Santa Fe Regional Airport. (Councilor Harris) (Mark Baca, Airport Manager Mdbaca@Santafenm.gov 955-2901)

Committee Schedule:

Economic Development Advisory Committee	11/9/18
Public Works Committee	11/13/18
City Council	12/12/18

Fiscal Impact: None

[Item a.pdf](#)

b) Request for Approval of a Resolution in Support of the Appropriation of Funds by the New Mexico Legislature for the "New Mexico Grown Fresh Fruits and Fresh Vegetables for School Meals Program" and Related Education Programs. (Councilors Villarreal, Ives and Lindell) (Jesse Guillen, Legislative Liaison, jbg Guillen@santafenm.gov 955-6512)

Committee Review:  
City Council 12/12/18

Fiscal Impact: None  
[Item b.pdf](#)

c) Request for Approval of a Resolution Urging the New Mexico Legislature to Adopt Legislation Allowing for the Development of Community Shared Solar Projects by Municipalities; and to Adopt Legislation to Increase the Renewable Portfolio Standards. (Mayor Webber and Councilors Rivera, Ives and Lindell) (Regina Wheeler, Public Works Director, rawheeler@santafenm.gov, 955-6622)

Committee Schedule:  
Public Works Committee 11/13/18  
Sustainable Santa Fe Commission 11/27/18  
City Council 12/12/18

Fiscal Impact: None  
[Item c.pdf](#)

d) Request for Approval of a Resolution in Support of the Installation and Maintenance of Safety Signage in the City for People on Bicycles. (Councilors Vigil Coppler and Ives) (John Romero, Traffic Engineering Division Director, jjromero1@santafenm.gov, 955-6638)

Committee Schedule:  
Public Works Committee 11/13/18  
City Council 12/12/18

Fiscal Impact: \$17,000 (2014 GRT Bonds)  
[Item d.pdf](#)

e) Request for Approval of a Resolution Establishing City of Santa Fe Legislative Priorities for Consideration by the New Mexico State Legislature during the 54th Legislature – State of New Mexico – First Session, 2019 (Mayor Webber) (Jesse Guillen, Legislative Liaison, jbg Guillen@santafenm.gov, 955-6512)

Committee Review:  
Public Works Committee 10/29/18 (approved)  
Public Utilities Committee 11/7/18 (approved no rec)  
Public Utilities Committee 12/5/18  
Public Works Committee 12/10/18  
City Council 12/12/18

Fiscal Impact: None  
[Item e-rev.pdf](#)

f) Request for Approval of a Resolution Authorizing and Supporting the Submittal of the City's Project Application Via the Santa Fe Metropolitan Planning Organization for New Mexico Department of Transportation Administered Funding From the Transportation Alternatives Program for Federal Fiscal Years 2020 and 2021 (Councilor Vigil Coppler) (Leroy Pacheco, Engineer Supervisor, lpacheco@santafenm.gov, 955-6853)

## Committee Review:

Public Works Committee (approved as amended) 10/29/18  
 City Council 12/12/18

Fiscal Impact: \$276,640 (GRT Bond)

[Item f.pdf](#)

g) Request Approval of a Resolution Renaming Torreon Park the Mike T. Jaramillo Torreon Park. (Mayor Webber, Councilors Lindell, Ives, Villarreal, Rivera, Abeyta and Vigil Coppler) (Richard Thompson, Parks Director rcthompson@santafenm.gov 955-2105)

## Committee Schedule:

Parks and Recreation Advisory Committee 11/20/18  
 City Council 12/12/18

Fiscal Impact: \$280

[Item g.pdf](#)

h) Request for Approval of an Ordinance Relating to the City of Santa Fe Economic Development Plan Ordinance, Article 11-11 SFCC 1987; Approving and Adopting a Local Economic Development Project Participation Agreement between the City of Santa Fe and Marty's Meals, Inc. for Lease Payments for the Expansion of a New Headquarters and Manufacturing Facility, a Local Economic Development Project. (Councilor Ives, Romero-Wirth and Lindell) (Rich Brown, Economic Development Associate, rdbrown@santafenm.gov, 955-6625)

## Committee Schedule:

Economic Development Review Subcommittee 11/9/18  
 Economic Development Advisory Committee 11/9/18  
 City Council (Request to Publish) 11/14/18  
 City Council (Public Hearing) 12/12/18

Fiscal Impact: \$225,000 (Leda)

[Item h.pdf](#)

i) Request for Approval of a Resolution Approving the Exchange and Transfer of One Tract of City-Owned Real Property Located at 4491 Cerrillos Road to the State of New Mexico in Exchange for the Transfer of Multiple Tracts of State-Owned Real Property to the City of Santa Fe. (Councilors Ives, Romero-Wirth and Rivera) (Mary McCoy, Finance Director mtmcoy@santafenm.gov 955-6171)

## Committee Review:

Public Works Committee 12/10/18  
 City Council 12/12/18

Fiscal Impact: None

[Item i.pdf](#)

j) Request for Approval of the 2018 Emergency Management Performance Grant Sub-Grant Agreement in the Total Amount of \$64,654.65; New Mexico Department of Homeland Security and Emergency Management. (David Silver; 955-6537, dmsilver@santafenm.gov)

1) Request for Approval of Budget Amendment Resolution.

[Item j.pdf](#)

k) Request for Approval of the 2017 Pre-Disaster Mitigation Grant Sub-Grant Agreement in the Total Amount of \$37,500; New Mexico Department of Homeland Security and Emergency Management. (David Silver, Emergency Manager, 955-6537, dmsilver@santafenm.gov)

1) Request for Approval of Budget Amendment Resolution

[Item k.pdf](#)

l) Request for the Approval of New Mexico Department of Transportation (NMDOT) Grant SAF-19-01 in the Total Amount of \$22,222 for the Biennial Aviation Maintenance Grant. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 505.955.2901)

[Item l.pdf](#)

m) Request for the Approval of Sole Source Professional Services Agreement in the Total Amount of \$204,188 for Minimum Revenue Guarantee and Marketing Services for the Santa Fe Regional Airport; Northern New Mexico Air Alliance. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 505.955.2901)

[Item m.pdf](#)

n) Request for Approval of a Professional Services Agreement with MNM Office of Archaeological Studies under Exempt Procurement to Provide Archaeological Services to the Water Division in the Amount of \$100,000 Exclusive of NMGR. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273)

[Item n.pdf](#)

o) Request for Approval of Memorandum of Understanding (MOU) with the United States Bureau of Reclamation (USBR) to Cooperate on a Santa Fe Basin Update (Study). (Bill Schneider, Water Resources Coordinator, whschneider@santafenm.gov, 955-4203)

[Item o.pdf](#)

p) Request for Approval of Amendment No. 1 to Professional Services Agreement with Public Service Company of New Mexico for a Time Extension for the Electrical Line Extension Project. (Alex Gamino, Auto & Security Systems Administrator, aegamino@santafenm.gov, 955-4375)

[Item p.pdf](#)

q) Request for Approval of Amendment No. 1 to Professional Services Agreement with Great Western Electrical, Inc. for a Time Extension for the Electrical and Security Improvements Project at Nicoles/McClure Reservoir. (Alex Gamino, Auto & Security Systems Administrator, aegamino@santafenm.gov, 955-4375)

[Item q.pdf](#)

r) Request for Approval of a Change Order No. 3 to Professional Services Agreement with Denovo Ventures LLC for a Time Extension for Support and Maintenance of the Current Utility Customer Information System (UCIS). (Caryn Fiorina, Utility Billing Division Director, cyfiorina@santafenm.gov, 955-4364)

[Item r.pdf](#)

s) Request for Approval of Procurement of 211 Toilet Retrofit Credits in a Total Amount of \$63,300; Vistas Bonitas LLC. (Andrew Erdmann, Water Resources Coordinator, paerdmann@santafenm.gov, 955-4204)

1) Request Approval of Budget Amendment Resolution

[Item s.pdf](#)

t) Request for Approval of a Professional Services Agreement with Service Line Warranties of America; Utility Service Partners to Use the City of Santa Fe Logo on Warranty Services Correspondence. (Shannon Jones, Public Utilities Department Director, swjones@santafenm.gov, 955-4267)

[Item t.pdf](#)

u) Request for Approval of Exempt Procurement in the Projected Amount of \$250,000 for Advertising, Subscriptions, On-Line Information and Publishing Services for all Departments with the City of Santa Fe; New Mexican; Shirley Rodriguez, Purchasing Manager, sjrodriguez@ci.santa-fe.nm.us, 955-5711 )

[Item u.pdf](#)

v) Request for Approval of the Award of Bid # '18/27/B for Procurement of Uniforms for the City of Santa Fe; Various Vendors. (Shirley Rodriguez, Purchasing Manager, sjrodriguez@ci.santa-fe.nm.us, 955-5711 )

[Item v.pdf](#)

w) Request for Approval State Price Agreement #700805-17-15677 Expected to Exceed an Amount of \$60,000 for Procurement of Bulk Fuel; Various Vendors. (Shirley Rodriguez, Purchasing Manager, sjrodriguez@ci.santa-fe.nm.us, 955-5711 )

[Item w.pdf](#)

x) Request for Approval State Price Agreements: 50-000-15-00059, 60-000-16-00050, 20-000-00-00083 A,B,C in an Amount Expected to Exceed \$60,000 for Procurement of General Repairs, Supplies and Maintenance of City Owned Vehicles and Equipment; Multiple Vendors. (Shirley Rodriguez, Purchasing Manager, sjrodriguez@ci.santa-fe.nm.us, 955-5711, Daniel Garcia, Fleet Manager, dagarcia@ci.santa-fe.nm.us, 955-2351 )

[Item x.pdf](#)

y) Request for Approval of Nutrition Service Incentive Program (NSIP) Agreement No. 2018-19-60026 in the Total Amount of \$83,354.92 for the Procurement of Raw Food for the Period of October 16, 2018 through June 30, 2019; North Central New Mexico Economic Development District, Non-Metro Area Agency on Aging. (Yvette Sweeney, yasweeney@ci.santa-fe.nm.us, 955-4739).

1) Request for Approval of Budget Amendment Resolution

[Item y.pdf](#)

z) Request for the Approval of State Aid Grant in the Total amount of \$15,019.23 for Library Support; New Mexico State Library (NMSL). (Patricia C. Hodapp, pchodapp@santafenm.gov 505-955-6788)

1) Request for Approval of Budget Amendment Resolution

[Item z.pdf](#)

aa) Request for Approval of Amendment No. 1 to the Agreement between the City of Santa Fe and AFSCME Local 3999 in the Average Amount of \$40,000 per Pay Period Extending over Three Pay Periods between January 2019 and July 2019. (Bernadette Salazar, Human Resources Director, bjsalazar@ci.santa-fe.nm.us, 955-6591)

[Item aa.pdf](#)

ab) Request for Approval of the 2019 Holiday Calendar. (Bernadette Salazar, Human Resources Director, bjsalazar@ci.santa-fe.nm.us, 955-6591)

[Item ab.pdf](#)

ac) Request for Approval of Seven (7) 2018 State of New Mexico Capital Appropriation Project Agreements for a Total of \$2,247,100

1) Request for Approval to Increase Project Budgets as Indicated.

2) Request for Approval of Budget Amendment Resolutions. (David Chapman, Grant Administrator-Writer, dachapman@santafenm.gov, 955-6824)

[Item ac.pdf](#)

ad) Request for Approval of a Budget Amendment Resolution (Bar) for the Purchase of Four (4) Paratransit Vans for the Transit Division Which was Approved by City Council Through Resolution 2016-58, in the Amount of \$303,964 (Keith Wilson, Transit Division Director, kpwilson@santafenm.gov, 955-2223)

[Item ad.pdf](#)

ae) Request for Approval of Lease Agreement for Outdoor Seating, Food Service and Merchandise Display on Portions of the Lincoln Ave. and Marcy St. Rights-of-Way Containing Approximately 75 Square Feet Adjoining the Westerly and Southerly Boundaries of 101 W. Marcy St. by D IV, Inc. (Edward Vigil, Property Manager, [ejvigil@santafenm.gov](mailto:ejvigil@santafenm.gov), 955-6226)

[Item ae.pdf](#)

af) Request for Approval of Amendment No. 1 to License Agreement to Allow for Outdoor Seating, Food Service and Merchandise Display on Portions of the Lincoln Ave. and Marcy St. Rights-of-Way Containing Approximately 75 Square Feet Adjoining the Westerly and Southerly Boundaries of 101 W. Marcy St. by D IV, Inc. (Edward Vigil, Property Manager, [ejvigil@santafenm.gov](mailto:ejvigil@santafenm.gov), 955-6226)

[Item af.pdf](#)

ag) Request for Approval of the 2018 State Homeland Security Grant Program Sub-Grant Agreement in the Total Amount of \$120,464.00; New Mexico Department of Homeland Security and Emergency Management. (David Silver; Emergency Manager, 955-6537; [dmsilver@santafenm.gov](mailto:dmsilver@santafenm.gov))

1) Request for Approval of Budget Amendment Resolution

[Item ag.pdf](#)

## **MATTERS FROM STAFF**

## **MATTERS FROM THE COMMITTEE**

## **ADJOURN**