



MINUTES

REGULAR MEETING OF
THE FINANCE COMMITTEE
APRIL 05, 2021
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

Meeting started 5:01 pm

2. ROLL CALL

Members Present:

Councilor Renee Villarreal
Councilor Carol Romero-Wirth
Councilor Jamie Cassutt-Sanchez

Members Excused:

Councilor Roman Abeyta
Councilor Signe Lindell



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Others Attending:

Bradley Fluetsch, Cash and Investment Manager
Fran Dunaway, Chief Procurement Officer
Carolynn Roibal, Administrative Manager
Jeff Norris, Attendee
Michael Garcia, Attendee
Rich Brown, Attendee
Julie Sanchez, Attendee

Councilors Abeyta and Lindell excused.

3. **APPROVAL OF AGENDA**

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the Agenda as amended. Removed presentation item a, and items f g, h, i, j, and k from the agenda.

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

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

Against: None

Abstain: None

4. **APPROVAL OF CONSENT AGENDA**

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the consent agenda as amended. Items b, d, e, m, n, o, and r pulled for discussion.

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

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



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Against: None

Abstain: None

5. APPROVAL OF MINUTES

- a. Regular Finance Committee – March 22, 2021

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

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

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

Against: None

Abstain: None

6. ACTION ITEMS: CONSENT

- a. Request Approval of Budget Amendment Resolution (BAR) for allocation of Impact Fees for Construction of CIP #868A – Montezuma Avenue and Sandoval Street Intersection Improvements in the amount of \$750,000. (Thomas Graham, PW Project Administrator, tmgraham@santafenm.gov, 505- 955-6654)

Committee Review:

Finance Committee – 04/05/2021

Public Works & Utilities Committee – 04/12/2021

Governing Body – 04/14/2021

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 Villarreal, Councilor Romero-Wirth, Councilor Cassutt-Sanchez

Against: None

Abstain: None

- b. Request for Approval of Contract Amendment No.1 for Santa Fe Recovery to Change the Scope of Work. (Elizabeth Peterson, Children and Youth Program Manager: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21

Quality of Life: 04/7/21

Governing Body: 04/14/21

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt-Sanchez, to approve the contract amendment as presented on discussion.

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

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

Against: None

Abstain: None

- c. Request for the Approval of National Cooperative Purchasing Alliance also known as NCPA Cooperative Master Agreement to add another Procurement Method Citywide. (Yodel Catanach, Contracts Supervisor, yocatanach@santafenm.gov, (505) 955-6435.)

Committee Review:

Finance Committee 4/05/21

Governing Body 4/14/21



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MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the professional services agreement (PSA) as presented.

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

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

Against: None

Abstain: None

- d. Request for Approval of St. Elizabeth Shelter Contract Amendment No. 1 to Extend the Term and Scope of Service. (Elizabeth Peterson, Children and Youth Program Manager: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21

Quality of Life: 04/7/21

Governing Body: 04/14/21

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the contract amendment as presented on discussion.

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

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

Against: None

Abstain: None



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- e. Request for Approval of The Food Depot Contract Amendment; Term Extension and Scope of Service. (Elizabeth Peterson, Children and Youth Program manager: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21

Quality of Life: 04/7/21

Governing Body: 04/14/21

MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt-Sanchez, to approve the contract amendment as presented on discussion.

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

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

Against: None

Abstain: None

- f. Request for Approval of Kitchen Angels Contract Amendment #1, Term Extension of one year from 6/30/21 to 6/30/22 (Elizabeth Peterson, Children and Youth Program manger: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee 4/5/21

Quality of Life 4/7/21

Governing Body 4/14/21

Item 7e removed from the agenda for future agenda.

- g. Request for Approval of Esperanza Shelter Contract Amendment #1, Term Extension of one year from 6/30/21 to 6/30/22 (Elizabeth Peterson, Children and Youth Program Manager: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21



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Quality of Life: 04/7/21
Governing Body: 04/14/21

Item 7g removed from the agenda for future agenda.

- h. Request for Approval of Youthworks Contract Amendment #1, Term Extension of one year from 6/30/21 to 6/30/22. (Elizabeth Peterson, Children and Youth Program Manager: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21
Quality of Life: 04/7/21
Governing Body: 04/14/21

Item 7h removed from the agenda for future agenda.

- i. Request for Approval of Literacy Volunteers Contract Amendment #1, Term Extension of one year from 6/30/21 to 6/30/22. (Elizabeth Peterson, Children and Youth Program Manager: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21
Quality of Life: 04/7/21
Governing Body: 04/14/21

Item 7i removed from the agenda for future agenda.

- j. Request for Approval of The Life Link Contract Amendment #1, Term Extension of one year from 6/30/21 to 6/30/22. (Elizabeth Peterson, Children and Youth Program Manager: empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21
Quality of Life: 04/7/21
Governing Body: 04/14/21

Item 7j removed from the agenda for future agenda.

- k. Request for Approval of Coming Home Connection Contract Amendment #1, Term Extension of one year from 6/30/21 to 6/30/22. (Elizabeth



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Peterson, Children and Youth Program Manager:
empeterson@santafenm.gov, 505-470-3186)

Committee Review:

Finance Committee: 04/5/21

Quality of Life: 04/7/21

Governing Body: 04/14/21

Item 7k removed from the agenda for future agenda.

- i. Request for Approval of Contract Amendment No. 1 for Groundwater Monitoring, Soil Vapor Monitoring, and Other Environmental and Engineering Services for Landfill Sites for a Four Year Period with Intera, Inc for a Total Amount of \$156,875 (exclusive of NMGRT). (Shirlene Sitton, ESD Division Director, sesittion@santafenm.gov, 955-2209)

Committee Review:

Public Works and Utilities Committee: 03/29/2021

Finance Committee: 04/05/2021

Governing Body: 04/14/2021

MOTION: Councilor Cassutt-Sanchez 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 Villarreal, Councilor Romero-Wirth, Councilor Cassutt-Sanchez

Against: None

Abstain: None

- m. CONSIDERATION OF RESOLUTION NO. 2021-____. (Mayor Webber, Councilor Romero-Wirth, Councilor Abeyta, Councilor Garcia, Councilor Vigil Coppler, Councilor Lindell, and Councilor Cassutt-Sanchez)
A Resolution Establishing a Work Plan for Improving Access to Affordable Housing Opportunities for Residents of the City of Santa Fe. (Alexandra Ladd, Office of Affordable Housing Director, agladd@santafenm.gov, 955-6346)



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COMMITTEE REVIEW:

Introduced: 3/31/21
Public Works and Utilities Committee: 03/29/21
Governing Body: 03/31/21
Finance Committee: 04/5/21
Quality of Life Committee: 04/7/21
Public Works and Utilities Committee: 4/12/21
Quality of Life Committee: 4/21/21
Governing Body: 4/28/21

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the resolution as presented on discussion.

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

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

Against: None

Abstain: None

- n. CONSIDERATION OF BILL NO. 2021-9. An Ordinance Amending Section 11-14.5 SFCC 1987 to Dedicate Half the Sales From Any Sale or Lease of City-Owned Land and Buildings to the Affordable Housing Trust Fund; and Amending Section 26-3.6 to Add the Dedication to the Affordable Housing Trust Fund. (Councilor Lindell, Mayor Webber, and Councilor Abeyta, Councilor Romero-Wirth, Councilor Cassutt-Sanchez, and Councilor Villarreal) (Alexandra Ladd, Office of Affordable Housing Director, agladd@santafenm.gov, 955-6346 and Rich Brown, Community Development Director, rdbrown@santafenm.gov, 955-6625)

COMMITTEE REVIEW:

Introduced: 2/11/21
Public Works and Utilities Committee: 03/29/21
Governing Body (Request to Publish): 03/31/21
Finance Committee: 04/5/21



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Quality of Life Committee: 04/7/21
Quality of Life Committee: 04/21/21
Governing Body (Public Hearing): 04/28/21

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the bill as presented on discussion.

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

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

Against: None

Abstain: None

- Councilor Villarreal to be added as Co-Sponsor.
- o. CONSIDERATION OF BILL NO. 2021-10. An Ordinance Amending Section 18-11.3 SFCC 1987 to Define “Taxable Premises” Consistently with State Statute and to Add a Definition for “Permanent Resident”; Amending Section 18-11.8 to Make it Consistent with State Statute; Amending Section 18-11.17 to Differentiate Between the Occupancy Tax and the Convention Center Fee, and to Dedicate the Occupancy Tax Collected on the Thirty-First Day and Subsequent Days to the Affordable Housing Trust Fund; Amending Section 26-3.6 to Add the Dedication to the Existing List of Dedications to the Affordable Housing Trust Fund; and Making Such Other Changes as are Necessary. (Mayor Webber) (Randy Randall, TOURISM Santa Fe Director: rrandall@santafenm.gov, 955-6209 and Brad Fluetsch, Planning and Investment Officer: bjfleutsch@santafenm.gov, 955-6885)

COMMITTEE REVIEW:

Introduced: 2/11/21
Public Works and Utilities Committee: 03/29/21
Governing Body (Request to Publish): 03/31/21
Finance Committee: 04/5/21
Quality of Life Committee: 04/7/21
Public Works and Utilities Committee: 04/12/21
Governing Body (Public Hearing): 04/28/21



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MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt-Sanchez, to approve the bill as presented on discussion.

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

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

Against: None

Abstain: None

- p. Request for Approval of Amendment No. 5 with John Shoemaker & Associates, Inc. (JSAI) for two (2) Capital Improvement Projects: Installation of an inclinometer sensor (SENSOR) and Development of a Conceptual Work Plan in the total amount of 88,536.57 (exclusive of NMGRT). (William Schneider, Water Resources Manager, whschneider@santafenm.gov, 955-4203)

Committee Review:

Public Works and Utilities Committee: 03/29/21

Finance Committee: 04/05/21

Governing Body: 04/14/21

MOTION: Councilor Cassutt-Sanchez 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 Villarreal, Councilor Romero-Wirth, Councilor Cassutt-Sanchez

Against: None

Abstain: None



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- q. Request for Approval of a Budget Adjustment Resolution (BAR) to fund Amendment No. 5 with John Shoemaker & Associates, Inc. in the total amount of \$93,683. (William Schneider, Water Resources Manager, whschneider@santafenm.gov, 955-4203)

Committee Review:

Public Works and Utilities Committee: 03/29/2021

Finance Committee: 04/05/2021

Governing Body: 04/14/2021

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:

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

Against: None

Abstain: None

- r. CONSIDERATION OF BILL NO. 2021-8: An Ordinance Regarding the Independent Salary Commission; Amending Section 6-19.1 SFCC 1987 to Make Clarifications; Amending Section 6-19.2 SFCC 1987 to Change the Effective Date of the Salary to Align with the Term for Mayor Set Forth in the Santa Fe Election Code, Section 9-1 SFCC 1987, Amending Section 6-19.3 SFCC 1987 to Establish an Application Process and Modify Length of the Commissioners' Terms; and Amending Section 6-19.4 SFCC 1987 to Set the Future Schedule for the Independent Salary Commission. (Councilor Rivera, Councilor Romero-Wirth, and Councilor Lindell) (Erin K. McSherry, City Attorney: ekmcsberry@santafenm.gov, 955-6961)

COMMITTEE REVIEW:

Introduced: 3/22/21 (Finance Committee)

Public Works and Utilities Committee: 3/29/21

Governing Body (request to publish): 3/31/21



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Finance Committee: 4/5/21
Public Works and Utilities Committee: 4/12/21
Governing Body (public hearing): 4/28/21

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the bill as presented on discussion.

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

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

Against: None

Abstain: None

- s. Request for Approval of Change Order No. 5 with Bradbury Stamm Construction, Inc. to increase the duration by adding 653 days, no additional funding is being requested. (Michael Dozier, Wastewater Division Director, mldozier@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/29/2021
Finance Committee: 04/05/2021
Governing Body: 04/14/2021

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the change order as presented.

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

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

Against: None

Abstain: None



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- t. Request for Approval of (3) State Capital Outlay Grant Agreements; (David Chapman, Grants Administrator, dachapman@santafenm.gov, 955-6824)
- 1) Project # 20-E2735 for Electric Vehicles & Charging Stations
 - 2) Project # 20-E2740 for Municipal Court HVAC & Roof Repairs
 - 3) Project # 20-E2744 for Construction of Southside Teen & Resource Center

Committee Review:

Public Works and Utilities Committee: 03/29/2021

Finance Committee: 04/05/2021

Governing Body: 04/14/2021

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

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

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

Against: None

Abstain: None

- u. Request for Approval of a Budget Adjustment Resolution (BAR) for Electric Vehicles in the amount of \$750,000. (David A. Chapman, Grants Administrator, dachapman@santafenm.gov, 955-6824)

Committee Review:

Public Works and Utilities Committee: 03/29/2021

Finance Committee: 04/05/2021

Governing Body: 04/14/2021

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Villarreal, to approve the budget adjustment resolution (BAR) as presented.



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

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

Against: None

Abstain: None

- v. Request for Approval of a Budget Adjustment Resolution (BAR) for Municipal Court in the Amount of \$360,063. (David A. Chapman, Grants Administrator, dachapman@santafenm.gov, 955-6824)

Committee Review:

Public Works and Utilities Committee: 03/29/2021

Finance Committee: 04/05/2021

Governing Body: 04/14/2021

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:

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

Against: None

Abstain: None

- w. Request for Approval of a Budget Adjustment Resolution (BAR) for the Southside Teen & Resource Center in the amount of \$3,870,900 (David A. Chapman, Grants Administrator, dachapman@santafenm.gov, 955-6824)

Committee Review:

Public Works and Utilities Committee: 03/29/2021

Finance Committee: 04/05/2021

Governing Body: 04/14/2021



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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:

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

Against: None

Abstain: None

- x. Request for the Approval of Amendment No.10 to the Santa Fe Railyard Community Corporation's Amended and Restated Lease and Management Agreement, which will increase the existing rent deferral for FY21 from \$100,000 to \$500,000, with deferred amounts to be repaid from FY22 to FY24.(Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 505-955-5933)

Committee Review:

Public Works and Utilities Committee: 3/29/2021

Finance Committee: 04/05/2021

Governing Body: 04/14/2021

MOTION: Councilor Cassutt-Sanchez 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 Villarreal, Councilor Romero-Wirth, Councilor Cassutt-Sanchez

Against: None

Abstain: None



City of Santa Fe

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7. **PRESENTATION**

- a. FY21 and FY22 Financial Update.

Item a removed from agenda for future agenda.

8. **MATTERS FROM STAFF**

Budget Hearing schedule to be emailed to Councilors this evening per Alexis Lotero.

9. **MATTERS FROM THE COMMITTEE**

10. **MATTERS FROM THE CHAIR**

11. **NEXT MEETING: Monday, April 19, 2021**

12. **ADJOURN**

Meeting adjourned 6:16 p.m.

Carolynn Roibal

Carolynn Roibal (May 4, 2021 10:07 MDT)

Liaison

Roman Tiger Abeyta

Roman Tiger Abeyta (May 10, 2021 12:55 MDT)

Chair