



MINUTES

REGULAR MEETING OF
THE FINANCE COMMITTEE
JULY 19, 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 5:00 p.m.

2. ROLL CALL

Members Present:

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

Members Excused:



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Others Attending:

Bradley Fluetsch, Cash and Investment Manager
Fran Dunaway, Chief Procurement Officer
Carolynn Roibal, Administrative Manager
Alexis Lotero, Attendee

All Finance Committee Members present.

3. **APPROVAL OF AGENDA**

MOTION: Councilor Cassutt moved, seconded by Councilor Lindell, to approve the Agenda 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

Against: None

Abstain: None

4. **APPROVAL OF CONSENT AGENDA**

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, to approve the Consent Agenda as amended. Councilor Lindell pulled items c and e for discussion.

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

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

Against: None



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Abstain: None

5. APPROVAL OF MINUTES

- a. Regular Finance Committee – July 6, 2021

Councilor Abeyta recused himself from vote on approval of the minutes.

MOTION: Councilor Cassutt moved, seconded by Councilor Lindell, to approve the Minutes as presented.

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

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

Against: None

Abstain: None

6. ACTION ITEMS: CONSENT

- a. CONSIDERATION OF BILL NO 2021-15. (Mayor Webber)
An Ordinance Authorizing the Issuance and Sale of the City of Santa Fe, New Mexico Subordinate Lien Gross Receipts Tax Refunding Revenue Bonds, Series 2021 in an Aggregate Principal Amount not to Exceed \$14,745,000 for the Purpose of (1) Refunding, Discharging and Paying the City of Santa Fe, New Mexico Subordinate Lien Gross Receipts Tax Refunding Revenue Bonds, Series 2010B and Maturing On and After June 1, 2022; (2) Refunding, Discharging and Paying the City of Santa Fe, New Mexico Gross Receipts Tax Improvement and Refunding Revenue Bonds, Series 2012A and Maturing On and After June 1, 2022; and (3) Paying Costs of Issuance of the Series 2021 Bonds; Calling for the Redemption of the Outstanding Series 2010B Bonds and Series 2012A Bonds; Providing that the Bonds Will be Payable and Collectible from Certain Gross Receipts Tax Revenues Distributed to the City; Approving the Selection of an Underwriter and Forms of a Preliminary Official Statement and a Paying Agent Registrar and Depositary Agent Agreement; Delegating Authority to

the Mayor or, in the Mayor's Absence, the City Manager or Finance Director, to Approve the Final Principal Amount, Interest Rates and Other Details of the Bonds Within the Parameters Set Forth in this Authorizing Ordinance, and to Execute and Deliver a Bond Purchase Agreement for the Sale of the Bonds to the Underwriter; Proving for the Collection of Certain Gross Receipts Tax Revenues; Approving Certain Other Agreements and Documents in Connection with the Bonds; Ratifying Action Previously Taken in Connection with the Bonds; Repealing all Ordinances in Conflict Herewith; and Related Matters. (Mayor Webber) (Brad Fluetsch, Planning and Investment Officer: bjfluetsch@santafenm.gov, 955-6885)

Committee Review:

Introduced: 06/30/21

Governing Body (request to publish): 07/14/21

Finance Committee: 07/19/21

Public Works and Utilities Committee: 07/26/21

Governing Body (public hearing): 08/11/21

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, to approve the bill 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

Against: None

Abstain: None

- b. Request for Approval for Award of Bid '21/37/B for the City Wide Water Utility Construction & Repair Price Agreement CIP # 3057 with Sub Surface Contracting, Inc. and A.A.C Construction, LLC for \$250,000.00 exclusive of NMGRT to each contractor, per Fiscal Year. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273) 1) Request for Approval of a Budget Adjustment Resolution (BAR) in the amount of \$542,188 from the Water Enterprise Fund cash balance to the Water CIP fund for FY 2022.

Committee Review:



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Public Works and Utilities Committee: 07/12/2021
Finance Committee: 07/19/2021
Governing Body: 07/28/2021

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, 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

Against: None

Abstain: None

- c. Request for Approval of Service Agreement in the Total Amount of \$1,444,526.87 to Replace Ft Marcy Roof and Skylights; First Mesa Construction, Inc.; Caryn Grosse, clgrosse@santafenm.gov, 505-955-5938

COMMITTEE REVIEW:

Public Works and Utilities Committee: July 12, 2021
Finance Committee: July 19, 2021
Governing Body: July 28, 2021

MOTION: Councilor Lindell moved, seconded by Councilor Villarreal, to approve the contract as presented on discussion.

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

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

Against: None

Abstain: None



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Councilors requested of staff to gather information on cost of an extended warranty.

- d. Request for Approval of Amendment #1 to the Santa Fe Civic Housing Authority's Country Club Apartments Rehabilitation Project to extend the term of performance through June 30, 2022. Alexandra Ladd, Director of Office of Affordable Housing: agladd@santafenm.gov, 505-303-9868). **COMMITTEE REVIEW:** Finance Committee: 07/19/2021
Quality of Life Committee: 07/21/2021
Public Works and Utilities Committee: 07/26/2021
Governing Body: 07/28/2021

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, 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 Lindell, Councilor Cassutt

Against: None

Abstain: None

- e. Request for Approval of contract amendment No. 1 to the New Mexico Coalition to End Homelessness – Early Intervention Project contract to extend the term of performance through June 30, 2022 and increase the amount of compensation by \$250,000.00 for a total contract amount of \$430,000.00. (Alexandra Ladd, Director of Office of Affordable Housing: agladd@santafenm.gov, 505-303-9868). **COMMITTEE REVIEW:**
Finance Committee: 07/19/2021
Quality of Life Committee: 07/21/2021
Public Works and Utilities Committee: 07/26/2021
Governing Body: 07/28/2021

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



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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

Against: None

Abstain: None

- f. Request for Approval of Emergency Procurement of Consuelo's Place/NMCEH Midtown Shelter in the amount of \$965,000 to cover 12 months of operations through June 30, 2022. (Alexandra Ladd, Director of Office Of Affordable Housing: agladdd@santafenm.gov, 505-303-9868).

COMMITTEE REVIEW:

Finance Committee: 07/19/2021

Quality of Life Committee: 07/21/2021

Public Works and Utilities Committee: 07/26/2021

Governing Body: 07/28/2021

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, 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

Against: None

Abstain: None

- g. Request for Approval of Fiscal Year 2022 Grant Contract in the total amount of \$81,902 for the Foster Grandparent and Retired Senior Volunteer Programs; Corporation for National and Community Service. (Anya Alarid, Volunteer Program Manager: aaalarid@santafenm.gov, 955-4744)

Committee Review:



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Finance Committee: 07/19/2021
Quality of Life: 07/21/2021
Governing Body: 07/28/2021

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, to approve the grants 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

Against: None

Abstain: None

- h. CONSIDERATION OF RESOLUTION NO. 2021-___. (Mayor Webber)
A Resolution Requesting Approval of Fourth Quarter Budget Amendments and Associated New Mexico Department of Finance and Administration/Local Government Division (DFA/GD) Schedule for Fiscal Year 2020/2021. (Andy Hopkins, Acting Budget Officer, ajhopkins@santafenm.gov, 955-6177)

Committee Review

Introduced: 07/14/21
Finance Committee: 07/19/2021
Public Works Committee: 07/26/2021
Governing Body: 07/28/2021

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, to approve the resolution 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



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Against: None

Abstain: None

- i. CONSIDERATION OF RESOLUTION NO. 2021-____. (Councilwoman Villarreal)
A Resolution Authorizing the Sale and Consumption of Beer and Wine at the Montezuma Pocket Park for the Sky Railway Grand Opening on September 3 and 4, 2021, Pursuant to Section 23.6.2(A) SFCC 1987. (Geraldyn Cardenas, Assistant City Clerk: gfcardenas@santafenm.gov, 955-6519)

Committee Review:

Introduced: 07/14/21

Finance Committee: 07/19/21

Quality of Life Committee: 07/21/21

Governing Body: 07/28/21

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, to approve the resolution 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

Against: None

Abstain: None

- j. CONSIDERATION OF RESOLUTION NO. 2021-___. (Councilor Lindell)
A Resolution Authorizing the Consumption of Alcohol During a Wine Tasting Event Produced by the Santa Fe Wine and Chile Fiesta, a Non-Profit Organization, on City Property During a Friday in September, for the Years 2021-2024, Pursuant to Subsection 23-6.2(C) SFCC 1987. (Jesse Guillen, Legislative Liaison: jbg Guillen@santafenm.gov, 955-6518)

Committee Review:

Finance Committee: 07/19/21

Quality of Life Committee: 07/21/21



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Governing Body: 07/28/21

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, to approve the resolution 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

Against: None

Abstain: None

- k. Request for Approval of Acceptance of FAA Grant SAF 3-35-0037-054-2021 in the Amount of \$607,296 for the Runway 2 Safety Area Grading Improvement Project. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 955-2901)

1. Request for Approval of BAR to Budget Grant Funding of \$607,296.

Committee Review:

Finance Committee: 07/19/21

Public Works and Utilities Committee: 07/26/21

Governing Body: 07/28/21

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt, to approve the grants 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

Against: None

Abstain: None



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7. **PRESENTATION**

- a. Internal Audit Update-Public Utilities (Jessica Bundy, REDW)

Caitlin Gutierrez with REDW presented the Public Utilities Internal Audit update.

8. **MATTERS FROM STAFF**

9. **MATTERS FROM THE COMMITTEE**

10. **MATTERS FROM THE CHAIR**

11. **NEXT MEETING: Monday, August 2, 2021**

12. **ADJOURN**

Meeting adjourned 6:17 pm

Carolynn Roibal
Carolynn Roibal (Aug 2, 2021 18:02 MDT)

Liaison

Roman Tiger Abeyta
Roman Tiger Abeyta (Aug 9, 2021 11:28 MDT)

Chair









Minutes - Finance Committee_7.19.21

Final Audit Report

2021-08-09

Created:	2021-08-02
By:	Carolynn Roibal (cloibal@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzqZEnm2tLmO7ty1UBUoHe3BdVnWICq9T

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