



AGENDA

REGULAR MEETING OF
THE FINANCE COMMITTEE
NOVEMBER 29, 2021
5:00 PM
ATTEND VIRTUALLY

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 in excess of those permitted in the current Public Health Order, 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.

To attend on Zoom: <https://santafenm-gov.zoom.us/j/81414559372?pwd=YlloTkhyDhRWWWhBWVNmdS9zUjBiZz09>

Passcode: 390280

By phone: 312 626 6799

Webinar ID: 814 1455 9372

Passcode: 390280

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**



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5. APPROVAL OF MINUTES

- a. Finance Committee – November 1, 2021

6. PRESENTATION

- a. Childcare Funding Opportunities. Secretary Elizabeth Groginsky, New Mexico Early Childhood Education and Care Department.
- b. November 2021. Economic Update. Reilly S. White, PhD. Principal, Erebor LLC
- c. FY22 First Quarter Financial Report. Mary McCoy, Finance Director, mtmccoy@santafenm.gov, 505-955-6171; Andy Hopkins, Budget Director, ajhopkins@santafenm.gov, 505-955-6177; Brad Fluetsch, Planning and Investment Officer, bjfluetsch@santafenm.gov, 505-955-6885.

7. ACTION ITEMS: CONSENT

- a. CONSIDERATION OF BILL NO. 2021-___. (Councilor Lindell and Councilor Abeyta)
An Ordinance Relating to the City of Santa Fe Uniform Traffic Ordinance (“UTO”); Amending Section 12-10-1.10 to Insert a Clause Stating That a Person Who Violates a Provision of Section 12-10-1.10 of the UTO is Guilty of a Penalty Assessment Misdemeanor; and to Add and Increase Penalties in Schedule A, the Traffic Violation Penalty Assessment Schedule. (Kyle Hibner, City Prosecutor: kjhibner@santafenm.gov)

Committee Review:

Introduced: 09/29/21

Quality of Life Committee: 10/06/21

Finance Committee: 10/18/21

Public Safety Committee: 10/19/21

Quality of Life Committee: 10/20/21

Finance Committee: 11/01/21

Finance Committee: 11/29/21

Governing Body (Request to Publish): 12/8/21

Governing Body (Public Hearing): 1/13/21



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- b. CONSIDERATION OF RESOLUTION NO. 2021-____. (Councilor Rivera and Councilor Villarreal)
A Resolution Updating the Terms of Resolution No. 2021-17 to Extend the Community Health and Safety Task Force's Term Through the End of Calendar Year 2022. (Kyra Ochoa, Community Health and Safety Director: krochoa@santafenm.gov, 955-6603)

Committee Review:

Introduced: 10/27/21
Finance Committee: 11/01/21
Quality of Life Committee: 11/03/21
Governing Body: 11/10/21
Finance Committee: 11/29/2021
Quality of Life: 12/01/2021
Governing Body: 12/08/2021

- c. CONSIDERATION OF RESOLUTION NO. 2021-___. (Councilor Lindell, Councilor Cassutt, Councilor Garcia, Councilor Vigil Coppler, and Councilor Romero-Wirth)
A Resolution Supporting Efforts by State and Local Educators to Alleviate the Staffing Crisis in Public Education Throughout the State. (Jesse Guillen, Legislative Liaison: jbg Guillen@santafenm.gov, 955-6518)

Committee Review:

Introduced: 11/27/21
Finance Committee: 11/29/21
Quality of Life Committee: 12/01/21
Governing Body: 12/08/21

- d. CONSIDERATION OF RESOLUTION NO. 2021-___. (Councilor Abeyta, Councilor Romero-Wirth, and Councilor Cassutt)
A Resolution Adopting a New Version of the Governing Body Procedural Rules. (Jesse Guillen, Legislative Liaison: jbg Guillen@santafenm.gov, 955-6518; Erin K. McSherry, City Attorney: ekmcsherry@santafenm.gov, 955-6961)

Committee Review:

Introduced: 11/10/21
Governing Body Study Session: 11/17/21



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Quality of Life Committee: 12/01/21
Public Works and Utilities Committee: 12/08/21

- e. CONSIDERATION OF RESOLUTION NO. 2021-___. (Councilor Rivera and Councilor Abeyta)
A Resolution Requesting a Time Extension for a Municipal Arterial Program Cooperative Grant From the New Mexico Department of Transportation Identified as Control Number L500306 for the Planning, Design, and Construction of Agua Fria Street and South Meadows Road Intersection Improvements. (Thomas Graham, ADA Coordinator: tmgraham@santafenm.gov, 955-6654)

Committee Review:

Introduced: 11/10/21
Finance Committee: 11/29/21
Governing Body: 12/08/21

- f. CONSIDERATION OF RESOLUTION NO. 2021-___. (Councilor Lindell, Councilwoman Villarreal, and Councilor Garcia)
A Resolution Designating Certain Property for Public Use Pursuant to the Requirements for Cañada Rincon Multi-Use Trail Project. (Romella Glorioso-Moss, Projects Administrator: rsglorioso-moss@santafenm.gov, 955-6623)

Committee Review:

Introduced: 10/27/21
Finance Committee: 11/29/21
Quality of Life Committee: 12/01/21
Governing Body: 12/08/21

- g. CONSIDERATION OF RESOLUTION NO. 2021-___. (Councilor Vigil Coppler)
A Resolution Establishing Certain Criteria for Selection of a Purchaser of the Las Estrellas Property, Including a Local Preference and Other Minimum Criteria. (Terry Lease, Asset Development Manager: tjlease@santafenm.gov; Andrea Salazar, Assistant City Attorney: asalazar@santafenm.gov, 955-6303)

Committee Review:



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Finance Committee: 11/29/21
Quality of Life Committee: 12/01/21
Economic Development Advisory Committee: 12/08/21
Governing Body: 12/08/21

- h. CONSIDERATION OF RESOLUTION NO. 2021-___. (Councilor Lindell)
A Resolution Allocating An Additional 4.7 Acre Feet of Available Water From the City's Existing Water Supply to Siler Yard, Located at 1218 Siler Road. (Alexandra Ladd, Office of Affordable Housing Director: agladd@santafenm.gov, 955-6346)

Committee Review:

Community Development Commission: 11/17/21
Finance Committee: 11/29/21
Quality of Life Committee: 12/01/21
Governing Body: 12/08/21

- i. Request for Approval of a Four-Year Equipment Lease Agreement in the Total Amount of \$367,186.56 Inclusive of New Mexico GRT with PNC Equipment Finance, LLC. for Golf Carts at Marty Sanchez Links de Santa Fe Golf Course. (Melissa McDonald, Acting Parks Division Director: mamcdonald@santafenm.gov, 505-955-6840)

Committee Review:

Public Works and Utilities Committee: 11/08/2021
Finance Committee: 11/29/2021
Governing Body: 12/08/2021

- j. Request to Award Invitation to Bid # '21/46/B for the Publicly Owned Treatment Works (POTW) On-Call Repair, Replacement, Extension and Rehabilitation of Sewer Collection System Price Agreement, CIP #962 to Sub Surface Contracting, Inc., Allied 360 Construction, LLC. and TLC Plumbing, Inc. for a total amount up to \$200,000 inclusive of nmgrt. (Stan Holland, Wastewater Division Engineer, tsholland@santafenm.gov, 505-955-4637)

Committee Review:

Public Works and Utilities Committee – 11/08/2021
Finance Committee – 11/29/2021



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Governing Body – 12/08/2021

- k. Request for Approval of Budget Amendment Resolution (BAR) in the Amount of \$100,000 from the New Mexico Department of Finance and Administration for Severance Tax Bond Appropriation to the Kitchen Angels, Project # 20-E2738, to Fund a Meals Program Serving Homebound and Special Needs Individuals in Santa Fe in Santa Fe County. (David A. Chapman, Grant Administrator: dachapman@santafenm.gov 505-660-2619)

Committee Review:

Public Works and Utilities Committee: 11/08/21

Finance Committee Committee: 11/29/21

Governing Body: 12/08/21

- l. Request for approval of Amendment # 1 to the Santa Fe Recovery Center AHTF Contract to change the scope of work, expanding the use of AHTF funds to cover tenant-based rental assistance at locations additional to the “Bridge Homes.” Compensation does not change. (Alexandra Ladd, Director, Office of Affordable Housing: agladd@santafenm.gov, 505-303-9868) **Committee Review:**
Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- m. Request for Approval of Procurement of One Ambulance Using Houston-Galveston Area Council (HGAC) Cooperative Agreement in the Total Amount of \$153,555.00 for the Fire Department; Southwest Ambulance Sales. (Brian Moya, Assist. Chief, Fire Department, bjmoya@santafenm.gov, 505-955-3111 / Sten Johnson, Health & Safety Officer, Fire Department, sajohnson@santafenm.gov, 505-467-9799)

Committee Review:

Finance Committee – 11/29/2021

Quality of Life Committee – 12/01/2021

Governing Body – 12/08/2021

- n. Request for the approval of Amendment No. #2 to Service Contract 20-0263 with FacilityBUILD, to increase compensation in the amount of \$115,776.39 including NMGRS for Design/Build services for the design and construction



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of a new restroom facility that will be located at the Water Street parking lot; Sam Burnett, Facilities Division Director, jsburnett@santafenm.gov, 505-955-5933

1) Request for the approval of a BAR in the amount of \$350,000 to transfer Capital Impact Fees into WIP Construction for the Water Street Restroom project, as approved at the CIAC on 11/17/2020 Item 6B; Sam Burnett, Facilities Division Director, jsburnett@santafenm.gov, 505-955-5933

2) Request for the approval of a BAR in the amount of \$125,770 to transfer ½% GRT Revenues into WIP Construction for the Water Street Restroom project; Sam Burnett, Facilities Division Director, jsburnett@santafenm.gov, 505-955-5933

Committee Review:

Finance Committee 11/29/2021

Quality of Life Committee 12/1/2021

Governing Body 12/8/2021

- o. Request for Approval of Amendment No. 2 for the Renewal of the City of Santa Fe Microsoft Office 365 System through Reseller Insight Public Sector for the Term of Three Years with Annual Payments of \$849,432.20 in the Total Amount of \$2,548,296.60. (Manuel Gonzales, Interim ITT Director, mmgonzales@santafenm.gov, 1-505-231-1749)

COMMITTEE REVIEW

Finance Committee: 11/29/2021

Quality of Life Committee: 12/01/2021

Governing Body: 12/08/2021

- p. Request for approval of the Agreement between the City of Santa Fe and the Santa Fe Community Foundation establishing a Giving Circle fund, the CHART Fund, to receive funds and contributions from private and charitable community foundations designated for Culture, History, Art, Reconciliation, Truth (CHART) to support related projects/initiatives held at the Santa Fe Community Foundation. (Pauline Kamiyama, Arts and Culture Department Director, pkkamiyama@santafenm.gov, 505-955-6653.)

Committee Review:

Finance Committee: 11/29/2021

Quality of Life Committee: 12/11/2021



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Governing Body: 01/08/2022

- q. Request for the Approval of North Central New Mexico Economic Development District, Non-Metro Area Agency on Aging (AAA) State Funding in the Total Amount of \$310,328 for the American Rescue Plan Sub-Award, term ending June 30, 2022; North Central New Mexico Economic Development District, Non-Metro Area Agency on Aging (AAA); (Gino Rinaldi, earinaldi@santafenm.gov, 505-955-4710).

COMMITTEE REVIEW:

Finance Committee: 11/29/2021

Quality of Life: 12/1/2021

Governing Body: 12/08/2021

- r. Request for Approval of a Budget Adjustment Resolution (BAR) in the Human Resources Department in the amount of \$2,700,000 to fund a retention and hiring incentives. (Jarel LaPan Hill, City Manager, jlhill@santafenm.gov; 505-955-6534; Mary McCoy, Finance Director, mtmccoy@santafenm.gov, 505-955-6171; Bernadette Salazar, HR Director, bjsalazar@santafenm.gov, 505-955-6591)

Committee Review:

Finance Committee: 11/29/2021

Quality of Life Committee: 12/01/2021

Governing Body: 12/08/2021

- s. Request for Approval of a Budget Adjustment Resolution (BAR) in the Economic Development Department in the amount of \$66,938 including salaries and benefits to fund an existing unfunded Broadband Project Manager position. (Richard Brown, Community Development Director, rdbrown@santafenm.gov, 505-955-6625)

Committee Review:

Finance Committee: 11/29/2021

Quality of Life Committee: 12/01/2021

Governing Body: 12/08/2021

- t. Request for Approval of a Budget Adjustment Resolution (BAR) in the Planning and Land Use Department in the Amount of \$231,623 to fund salary increases for Construction Inspectors and Construction Inspector Supervisors, to fund an existing unfunded Assistant Land Use Director, to fund an existing unfunded Senior Planner, and to fund and create one new



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FTE - Engineer position. (Richard Brown, Community Development Director, rdbrown@santafenm.gov, 505-955-6625)

Committee Review:

Finance Committee: 11/29/2021

Quality of Life Committee: 12/01/2021

Governing Body: 12/08/2021

- u. Request for Approval of a Budget Adjustment Resolution (BAR) in the Community Services Department in the Amount of \$205,000 including salaries and benefits to create and fund 4.5 new FTEs, one Navigator, three Park Rangers and a half-time Custodian, and operating costs for a City operated Mobile Hygiene Unit. (Kyra Ochoa, Community Health and Safety Director, krochoa@santafenm.gov, 505-955-6603)

Committee Review:

Finance Committee: 11/29/2021

Quality of Life Committee: 12/01/2021

Governing Body: 12/08/2021

- v. Request for Approval of a Budget Adjustment Resolution (BAR) in the Community Services Department, Seniors Division in the Amount of \$602,413. (Kyra Ochoa, Community Health and Safety Director, krochoa@santafenm.gov, 505-955-6603)

Committee Review:

Finance Committee: 11/29/2021

Quality of Life Committee: 12/01/2021

Governing Body: 12/08/2021

- w. Request for Approval of a Budget Adjustment Resolution (BAR) in the Finance Department in the Amount of \$190,680 including salaries and benefits to fund existing unfunded positions include Treasury Officer, AP Accounting Financial Analyst, Contracts Project Specialist, and Cashier Project Specialist. (Mary McCoy, Finance Director, mtmccoy@santafenm.gov, 505-955-6171)

Committee Review:

Finance Committee: 11/29/2021

Quality of Life Committee: 12/01/2021

Governing Body: 12/08/2021



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- x. Request for Approval of a Budget Adjustment Resolution (BAR) in the City Attorney's Office in the Amount of \$149,883 including salaries and benefits to fund and create one new FTE – IRPA Manager and transfer two positions from the Community Engagement/City Clerk Department to the City Attorney's Office. (Erin K. McSherry, City Attorney: ekmcsberry@santafenm.gov, 505-955-6961)

Committee Review:

Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- y. Request for Approval of a Budget Adjustment Resolution (BAR) in the City Manager's Office of the General Government Department in the Amount of \$72,330 including salaries and benefits to fund an existing unfunded Chief of Staff position. (Jarel LaPan Hill, City Manager, jlapanhill@santafenm.gov, 505-955-6534)

Committee Review:

Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- z. Request for Approval of a Budget Adjustment Resolution (BAR) in the Municipal Court Division of the General Government Department in the Amount of \$84,411 including salaries and benefits to fund three existing unfunded Municipal Court Clerk positions. (Jacqueline Baca, Deputy Court Finance Administrator, jybaca@santafenm.gov, 505-955-5054)

Committee Review:

Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- aa. Request for Approval of a Budget Adjustment Resolution (BAR) in the Human Resources Department in the Amount of \$54,362 to fund and create one new FTE – HR Recruitment Specialist. (Bernadette Salazar, HR Director, bjsalazar@santafenm.gov, 505-955-6591)

Committee Review:

Finance Committee: 11/29/2021



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Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- ab. Request for Approval of a Budget Adjustment Resolution (BAR) in the Municipal Recreation Complex Division of the Public Works Department in the Amount of \$204,334 to fund existing unfunded MRC Parks Superintendent position and to fund MRC operations and repairs. (Melissa McDonald, Acting Parks and MRC Director, 505-955-6840, mamcdonald@santafenm.gov)

Committee Review:

Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- ac. Request for Approval of a Budget Adjustment Resolution (BAR) in the Parks Division of the Public Works Department in the Amount of \$242,804 to fund Parks capital and operating expenses. (Melissa McDonald, Acting Parks and MRC Director, 505-955-6840, mamcdonald@santafenm.gov)

Committee Review:

Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- ad. Request for Approval of a Budget Adjustment Resolution (BAR) in the Parking Division of the Public Works Department in the Amount of \$74,123 to fund existing unfunded Administrative Manager and Account Technician positions. (Noel Correia, Parking Division Director, 505-955-6611, npcorreia@santafenm.gov)

Committee Review:

Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

- ae. Request for Approval of a Budget Adjustment Resolution (BAR) in the Streets Division of the Public Works Department in the Amount of \$120,433 to fund salary increases for Streets Maintenance and Operation positions to assist in recruitment and retention. (Tomas Martinez, Director of Operations and Maintenance, 505-955-2006, tamartinez@santafenm.gov)



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Governing Body: 12/08/2021

- af. Request for Approval of a Budget Adjustment Resolution (BAR) in the Transit Division of the Public Works Department in the Amount of \$96,187 to fund salary increases for Transit Driver I, II, III & Dispatch Supervisors to assist in recruitment and retention. (Tomas Martinez, Director of Operations and Maintenance, 505-955-2006, tamartinez@santafenm.gov)

Committee Review:

Finance Committee: 11/29/2021
Quality of Life Committee: 12/01/2021
Governing Body: 12/08/2021

8. **MATTERS FROM STAFF**
9. **MATTERS FROM THE COMMITTEE**
10. **MATTERS FROM THE CHAIR**
11. **NEXT MEETING: Monday, January 3, 2022**
12. **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.