



AGENDA

REGULAR MEETING OF
THE FINANCE COMMITTEE
FEBRUARY 28, 2022
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.

Join on Zoom: <https://santafenm-gov.zoom.us/j/84176986940?pwd=V1p4alA2NHMxdU1FMGxVWlYbHUxZz0>

Passcode: 708210

By Phone: **301 715 8592 Webinar ID: 841 7698 6940 – Passcode: 708210**

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**
5. **APPROVAL OF MINUTES**



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- a. Finance Committee Meeting – February 14, 2021

6. PRESENTATION

- a. FY21 Audit Status Update (Mary McCoy, Finance Director)
- b. December 2021 GRT Update. (Mary McCoy, Finance Director; Brad Fluetsch, Planning and Investment Officer)
- c. City of Santa Fe Employee Benefits Presentation by AON. (Alvin Valdez, Benefits and Wellness Supervisor, aavaldez1@santafenm.gov; Ashley Barela, Assistant Human Resources Director, ambarela@santafenm.gov; Bernadette Salazar, Human Resources Director, bjsalazar@santafenm.gov (505)955-6591)

7. ACTION ITEMS: CONSENT

- a. Request for Approval of Budget Adjustment Resolution (BAR) in the Total Amount of \$100,000 from a Legislative Appropriation to FY22 Budget for Diaper Changing Stations. (James Garduno, PW Projects Administrator, jdgarduno@santafenm.gov, (505)955-6623).

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- b. Request for Approval of Professional Service Agreement with Cummins Inc, for Parts, Supplies, or Services for a Four Year Term in the Total Amount of \$300,000. (Lawrence Garcia, ESD Maintenance Manager, imgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- c. Request for Approval of Professional Service Agreement with Envision Automotive LLC for Parts, Supplies or Services for a Four Year Term in the



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Total Amount of \$240,000. (Lawrence Garcia, ESD Maintenance Manager, Imgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- d. Request for Approval of Professional Service Agreement with San Loma Inc. dba West Fleet for Parts, Supplies, or Services for a Four Year Term in the Total Amount of \$240,000. (Lawrence Garcia, ESD Maintenance Manager, Imgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- e. Request for Approval of Professional Service Agreement with Bruckners Truck Sales for Parts, Supplies, or Services for a Four Year Term in the Total Amount of \$280,000. (Lawrence Garcia, ESD Maintenance Manager, Imgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- f. Request for Approval of Professional Service Agreement with Inland Truck Parts Co. for Parts, Supplies, or Services for a Four Year Term in the Total Amount of \$240,000. (Lawrence Garcia, ESD Maintenance Manager, Imgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- g. Request for Approval of a Memorandum of Agreement between the City of Santa Fe and Santa Fe County Transferring \$65,000 of City of Santa Fe



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Office of Economic Development Funds (2122800.510340) to Santa Fe County for the Santa Fe Film Office (SFFO) to Hire an Additional Full Time Employee to Assist the Director in the Business Development and Management of the ever-growing Local Film Production Sector in the City and County. (Rich Brown, Community and Economic Development Director: rbrown@santafenm.gov, 505-955-6625).

Committee Review:

Finance Committee: 2/28/2022

Quality of Life Committee: 3/2/2022

Public Works/Utilities Committee: 3/7/2022

Economic Development Advisory Committee: 3/9/2022

Governing Body Meeting: 3/9/2022

- h. Request Approval of a Budget Amendment Resolution for a Mid-Year Budget Increase to Environmental Services Division (ESD) Fund 510, in the Total Amount of \$763,560 for Landfill Tipping Fees, Inventory Exempt and Tires. (Lawrence Garcia, lmgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- i. Request for Approval of Amendment No. 1 to Contract # 20-0377 with Bosque Natural Company for Additional Work in the Total Amount of \$180,000 plus NMGRT. (Jonathan Montoya, Source of Supply Operations Manager, jmmontoya@santafenm.gov, 505-955-4373)

1. Request for Approval of a Budget Adjustment Resolution (BAR) in the Amount of \$65,063 for Contract Amendment #1.

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- j. Request for Approval of Professional Service Agreements with Allstate Hydraulic Inc. for Maintenance and Repair Services in the Total Amount



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of \$320,000. (Lawrence Garcia, ESD Maintenance Manager, lmgarcia@santafenm.gov, 955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- k. Request for Approval of a Budget Adjustment Resolution (BAR) from Water Enterprise to cover to Support Upcoming Project Expenditures in the Amount of \$105,000. (Christine Chavez, Water Conservation Manager, cychavez@santafenm.gov, 955-4219)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

- l. Request for Approval of Construction Contract with Accent Landscape Contractors Inc., for the Rehabilitation of Soccer Field Irrigation, Grading, and Pathways Improvements at the Municipal Recreation Complex in the Total Amount of \$329,206.96 including New Mexico Gross Receipts Tax. (Scott Overlie, Project Administrator, saoverlie@santafenm.gov, 505-231-6194)

Committee Review:

Finance Committee: 2/28/22

Public Works & Utilities Committee: 3/7/22

Governing Body: 3/9/22

- m. Request for Approval of Amendment No.1 to Contract #21-0335 with Homewise to Amend the Scope of Work and Increase the Amount of Mortgage Principal Reduction Assistance per Household from \$30,000 to \$80,000 (Alexandra Ladd, Director, Office of Affordable Housing, agladd@santafenm.gov; 505-955-6346). **Committee Review:**

Finance Committee: 2/28/2022

Quality of Life Committee: 3/02/2022

Governing Body: 3/09/2022



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- n. Request for Approval of a Budget Amendment Resolution to Transfer \$1,000,000.00 from Capital Imoact Fees, Roads Fund to Parks, WIP Construction for the Design and Construction of Connector Road through Swan Park (PK18355AE). (Melissa A. McDonald, Parks and Open Space Division Director, mamcdonald@santafenm.gov, 505-955-6840)

Committee Review:

Finance Committee: 02/28/2022

Public Works and Utilities Committee: 03/07/2022

Governing Body: 03/09/2022

- o. Request for the Approval of Amendment No.1 to Contract Item #21-0325 to decrease \$9,396 from the original contract amount of \$304,000 for the Senior Volunteer Programs. Amended contract amount will equal \$294,604; State of New Mexico Aging and Long Term Services Department. (Gino Rinaldi, Division of Senior Services Director, earinaldi@santafenm.gov, 505-955-4710.)

Committee Review:

Finance Committee: 02/28/2022

Quality of Life Committee: 03/02/2022

Governing Body: 03/09/2022

- p. Request for Approval of a Budget Adjustment Resolution (BAR) in the Police Department in the Amount of \$2,979,997 to Fund Vehicles, Equipment and Labor Costs Associated with Each Vehicle. (Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov, 505-955-5040.)

Committee Review:

Finance Committee: 2/28/22

Quality o Life Committee: 3/2/2022

Public Works & Utilities Committee: 3/7/2022

Governing Body: 3/9/2022

- q. Request for Approval of a Budget Adjustment Resolution (BAR) in the Economic Development Department in the Amount of \$250,000 to Fund Feasibility Study and Architectural Plans for El Lucero Crossing LEDA Manufacturing Expansion. (Rich Brown, Community Development Department Director; rbrown@santafenm.gov; 505-955-6625)

Committee Review:

Finance Committee: 2/28/2022



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Quality of Life Committee: 3/2/2022
Public Works & Utilities Committee: 3/7/2022
Governing Body: 3/9/2022

- r. Request for Approval of a Budget Adjustment Resolution (BAR) in the Arts and Culture Department in the Amount of \$300,000 to Fund Community Gallery Citywide Exhibition and Programming, Arts Education, Cultural Investment Funding Program (CIFP) and Culture Connects Focused Projects and Programming. (Pauline Kamiyama, Arts and Culture Department Director; pkkamiyama@santafenm.gov; 505-955-6653.)

Committee Review:

Finance Committee: 2/28/2022
Quality of Life Committee: 3/2/2022
Public Works & Utilities Committee: 3/7/2022
Governing Body: 3/9/2022

- s. Request for Approval of a Budget Adjustment Resolution (BAR) in the Tourism Department in the Amount of \$300,000 to Fund Advertising. (Randy Randall, Tourism Department Director, rrandall@santafenm.gov; 505-955-6209.)

Committee Review:

Finance Committee: 2/28/2022
Quality of Life Committee: 3/2/2022
Public Works & Utilities Committee: 3/7/2022
Governing Body: 3/9/2022

- t. Request for Approval of a Budget Adjustment Resolution (BAR) in the Railyard Division of the Public Works Department in the Amount of \$350,000 to fund Rail Corridor Safety and Railyard Platform #2 Design. (Sam Burnett, Facilities Division Director, jsburnett@santafenm.gov, 505-955-5933 and James Garduno, Project Administrator, jdgarduno@santafenm.gov, 505-795-2439)

Committee Review:

Finance Committee: 2/28/2022
Quality of Life Committee: 3/02/2022
Public Works & Utilities Committee: 3/7/2022
Governing Body: 3/9/2022



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- u. Request for Approval of a Budget Adjustment Resolution (BAR) in the Parks Division of the Parks Department in the Amount of \$1,040,000 to fund Improvements in various City Parks. (Melissa McDonald, Parks and Open Space Division Director, 505-955-6840, mamcdonald@santafenm.gov)
Committee Review:
Finance Committee: 2/28/2022
Quality of Life Committee: 3/2/2022
Public Works & Utilities Committee: 3/7/2022
Governing Body: 3/9/2022

- v. Request for Approval of a Budget Adjustment Resolution (BAR) in the Facilities Division of the Public Works Department in the Amount of \$1,440,000 to Fund Repairs at Various City Facilities. (Regina Wheeler, Public Works Department Director; rawheeler@santafenm.gov, 505-955-6622) **Committee Review:**
Finance Committee: 2/28/2022
Quality of Life Committee: 3/2/2022
Public Works & Utilities Committee: 3/7/2022
Governing Body: 3/9/2022

- w. Request for Approval of a Budget Adjustment Resolution (BAR) in the Engineering Division of the Public Works Department in the Amount of \$1,500,000 to fund Paint Striping Truck Replacement and Road markings, signal heads and signage. (Jose Lerma, Signal and Sign Shop Manager, 505-955-2341, jnlerma@santafenm.gov)
Committee Review:
Finance Committee: 2/28/2022
Quality of Life Committee: 3/2/2022
Public Works & Utilities Committee: 3/7/2022
Governing Body: 3/9/2022

- x. Request for Approval of a Budget Adjustment Resolution (BAR) in the Streets Division in the Public Works Department in the Amount of \$1,000,000 to Fund Pavement Rehabilitation and Maintenance and \$500,000 to Fund Traffic Signal Control Cabinet Replacement. (Mark Brooks, Streets Project Administrator, mebrooks@santafenm.gov, 955-6622 and Jose Lerma, Signal and Sign Shop Manager, jnlerma@santafenm.gov, 505-955-2341)



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Committee Review:

Finance Committee: 2/28/2022

Quality of Life Committee: 3/2/2022

Public Works/Public Utilities Committee: 3/7/2022

Governing Body: 3/9/2022

- y. Request for Approval of a Budget Adjustment Resolution (BAR) in the Accounting Division of the Finance Department in the Amount of \$582,000 to fund Audit Preparation Support for on time FY22 Audit. (Ricky Bejarano, Accounting Officer; rabejarano@santafenm.gov)

Committee Review:

Finance Committee: 2/28/2022

Quality of Life Committee: 3/2/2022

Public Works & Utilities Committee: 3/7/2022

Governing Body: 3/9/2022

- z. Request for the approval of Amendment No. 4 to the PSA with Vladimir Jones (PRACO) in the Total Amount of \$52,700 for Advertising Agency services for TOURISM Santa Fe for FY22; (Randy Randall, Executive Director, rRANDALL@santafenm.gov, 505-955-6209).

Committee Review:

Finance Committee: 2/28/2022

Quality of Life Committee: 03/02/2022

Governing Body: 03/9/2022

- aa. Request for Approval of an Agreement with the State of New Mexico, Department of Information Technology, for Subscription Services to the Statewide Trunked Radio System (DTRS) at the Cost of Twenty Dollars (\$20) Per Radio, for an Estimated Annual Cost of up to \$150,000. (Manuel Gonzales, ITT Director: mmgonzales@santafenm.gov; 505-231-1749 and Joseph Abeyta, jmabeyta@santafenm.gov, 505-955-5518)

Committee Review:

Governing Body: 02/23/2022

Finance Committee: 02/28/2022

Quality of Life Committee: 03/02/2022

Governing Body: 03/09/2022



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- ab. Request for Approval of a Budget Adjustment Resolution (BAR) in the Community Services Department in the Amount of \$1,000,000 to fund eviction prevention. (Julie Sanchez, Youth and Family Services Division Director, jjsanchez@santafenm.gov, 505-955-6678; Kyra Ochoa, Community Health and Safety Department Director; krochoa@santafenm.gov, 505-955-6603)

COMMITTEE REVIEW

Committee Review:

Governing Body: 02/23/2022

Finance Committee: 02/28/2022

Quality of Life Committee: 03/02/2022

Governing Body: 03/09/2022

8. **MATTERS FROM STAFF**
9. **MATTERS FROM THE COMMITTEE**
10. **MATTERS FROM THE CHAIR**
11. **NEXT MEETING: Monday, March 21, 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.

VOTE SUMMARY



Meeting Name - Public Works and Utilities Committee

Meeting Start Date - 02/22/2022

Meeting Committee - Public Works and Utilities Committee

Item Title - Request for Approval of Budget Adjustment Resolution (BAR) in the Total Amount of \$100,000 from a Legislative Appropriation to FY22 Budget for Diaper Changing Stations; (James Garduno, PW Projects Administrator, jdgarduno@santafenm.gov, (505)955-6623).

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

Item Type - budget adjustment resolution (BAR)

Item Owner - James Garduno

Item Sponsor -

Item Tracking Number - 22-13582

Motion Type - Approve

Motion Mover - Amanda Chavez

Motion Seconder - Lee Garcia

Motion Status - approved

Vote For Count - 5

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names - Chris Rivera, Michael Garcia, Carol Romero-Wirth, Lee Garcia, Amanda Chavez

Vote Against Names -

Vote Abstain Names -

Vote Absent Names -

VOTE SUMMARY



City of Santa Fe

User Name - Jamie-Rae Diaz

User Email - jldiaz@santafenm.gov

VOTE SUMMARY



Meeting Name - Public Works and Utilities Committee

Meeting Start Date - 02/22/2022

Meeting Committee - Public Works and Utilities Committee

Item Title - Request Approval of a Mid-Year Budget Increase to Environmental Services Division (ESD) Fund 510, in the total amount of \$763,560 for Landfill Tipping Fees, Inventory Exempt and Tires. (Lawrence Garcia, lmgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

Item Type - budget adjustment resolution (BAR)

Item Owner - Lawrence Garcia

Item Sponsor -

Item Tracking Number - 22-13707

Motion Type - Approve

Motion Mover - Amanda Chavez

Motion Seconder - Lee Garcia

Motion Status - approved

Vote For Count - 5

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names - Chris Rivera, Michael Garcia, Carol Romero-Wirth, Lee Garcia, Amanda Chavez

Vote Against Names -

Vote Abstain Names -

Vote Absent Names -

VOTE SUMMARY



City of Santa Fe

User Name - Jamie-Rae Diaz

User Email - jldiaz@santafenm.gov

VOTE SUMMARY



Meeting Name - Public Works and Utilities Committee

Meeting Start Date - 02/22/2022

Meeting Committee - Public Works and Utilities Committee

Item Title - Request Approval of a Mid-Year Budget Increase to Environmental Services Division (ESD) Fund 510, in the total amount of \$763,560 for Landfill Tipping Fees, Inventory Exempt and Tires. (Lawrence Garcia, lmgarcia@santafenm.gov, 505-955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

Item Type - budget adjustment resolution (BAR)

Item Owner - Lawrence Garcia

Item Sponsor -

Item Tracking Number - 22-13707

Motion Type - Approve

Motion Mover - Amanda Chavez

Motion Seconder - Lee Garcia

Motion Status - approved

Vote For Count - 5

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names - Chris Rivera, Michael Garcia, Carol Romero-Wirth, Lee Garcia, Amanda Chavez

Vote Against Names -

Vote Abstain Names -

Vote Absent Names -

VOTE SUMMARY



City of Santa Fe

User Name - Jamie-Rae Diaz

User Email - jldiaz@santafenm.gov

VOTE SUMMARY



Meeting Name - Public Works and Utilities Committee

Meeting Start Date - 02/22/2022

Meeting Committee - Public Works and Utilities Committee

Item Title - Request for Approval of Amendment No. 1 to Contract # 20-0377 with Bosque Natural Company for additional work in the total amount of \$180,000 plus NMGRT. (Jonathan Montoya, Source of Supply Operations Manager, jmmontoya@santafenm.gov, 505-955-4373)

1. Request for Approval of a Budget Adjustment Resolution (BAR) in the amount of \$65,06250 for Contract Amendment #1.

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

Item Type - contract amendment

Item Owner - Jonathan Montoya

Item Sponsor -

Item Tracking Number - 22-13709

Motion Type - Approve

Motion Mover - Amanda Chavez

Motion Secunder - Lee Garcia

Motion Status - approved

Vote For Count - 5

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names - Chris Rivera, Michael Garcia, Carol Romero-Wirth, Lee Garcia, Amanda Chavez

Vote Against Names -

Vote Abstain Names -

VOTE SUMMARY



City of Santa Fe

Vote Absent Names -

User Name - Jamie-Rae Diaz

User Email - jldiaz@santafenm.gov

VOTE SUMMARY



Meeting Name - Public Works and Utilities Committee

Meeting Start Date - 02/22/2022

Meeting Committee - Public Works and Utilities Committee

Item Title - Request for Approval of sixteen (16) Professional Service Agreements for Parts, Supplies, or Services in the total amount of \$3,520,000. (Lawrence Garcia, ESD Maintenance Manager, lmgarcia@santafenm.gov, 955-2241)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body: 03/09/2022

Item Type - professional services agreement (PSA)

Item Owner - Lawrence Garcia

Item Sponsor -

Item Tracking Number - 22-13708

Motion Type - Approve

Motion Mover - Amanda Chavez

Motion Seconder - Lee Garcia

Motion Status - approved

Vote For Count - 5

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names - Chris Rivera, Michael Garcia, Carol Romero-Wirth, Lee Garcia, Amanda Chavez

Vote Against Names -

Vote Abstain Names -

Vote Absent Names -

VOTE SUMMARY



City of Santa Fe

User Name - Jamie-Rae Diaz

User Email - jldiaz@santafenm.gov

VOTE SUMMARY



Meeting Name - Public Works and Utilities Committee

Meeting Start Date - 02/22/2022

Meeting Committee - Public Works and Utilities Committee

Item Title - Request for Approval of a Budget Adjustment Resolution (BAR) from Water Enterprise to cover to support upcoming project expenditures in the amount of \$105,000. (Christine Chavez, Water Conservation Manager, cychavez@santafenm.gov, 955-4219)

Committee Review:

Public Works and Utilities Committee: 02/21/2022

Finance Committee: 02/28/2022

Governing Body:03/09/2022

Item Type - budget adjustment resolution (BAR)

Item Owner - Christine Chavez

Item Sponsor -

Item Tracking Number - 22-13760

Motion Type - Approve

Motion Mover - Amanda Chavez

Motion Seconder - Lee Garcia

Motion Status - approved

Vote For Count - 5

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names - Chris Rivera, Michael Garcia, Carol Romero-Wirth, Lee Garcia, Amanda Chavez

Vote Against Names -

Vote Abstain Names -

Vote Absent Names -

VOTE SUMMARY



City of Santa Fe

User Name - Jamie-Rae Diaz

User Email - jldiaz@santafenm.gov