



MINUTES

REGULAR MEETING OF
THE FINANCE COMMITTEE
MAY 02, 2022
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 5:05 pm.

2. ROLL CALL

Members Present:

Councilor Renee Villarreal
Councilor Carol Romero-Wirth
Councilor Signe Lindell
Councilor Jamie Cassutt
Member Chris Rivera

Members Excused:

None



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Others Attending:

Carolynn Roibal, Administrative Manager
Alexis Lotero, Attendee

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 Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt, Member Rivera

Against: None

Abstain: None

4. APPROVAL OF CONSENT AGENDA

MOTION: Councilor Cassutt moved, seconded by Councilor Villarreal, to approve the consent agenda as amended. Items pulled for discussion H and J.

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

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

Against: None

Abstain: None

5. APPROVAL OF MINUTES

a. Budget Hearings – April 13, 2022

MOTION: Member Rivera moved, seconded by Councilor Lindell, to approve the Budget Hearing – April 13, 2022 minutes as presented.



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

For: Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Member Rivera

Against: None

Abstain: Councilor Cassutt

b. Budget Hearings – April 14, 2022

MOTION: Member Rivera moved, seconded by Councilor Lindell, to approve the Budget Hearing, April 14, 2022 minutes as presented.

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

For: Councilor Villarreal, Councilor Romero-Wirth, Councilor Lindell, Member Rivera

Against: None

Abstain: Councilor Cassutt

c. Budget Hearing Minutes – April 19, 2022

MOTION: Councilor Cassutt moved, seconded by Councilor Lindell, to approve the Budget Hearing , April 19, 2022 minutes as presented.

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

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

Against: None



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Abstain: None

d. Budget Hearings – April 20, 2022

MOTION: Councilor Cassutt moved, seconded by Councilor Lindell, to approve the Budget Hearing, April 20, 2022 minutes as presented.

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

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

Against: None

Abstain: None

e. Budget Hearings – April 21, 2022

MOTION: Member Rivera moved, seconded by Councilor Cassutt, to approve the Budget Hearing, April 21, 2022 minutes as presented.

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

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

Against: None

Abstain: None

f. Budget Hearings – April 26, 2022

MOTION: Member Rivera moved, seconded by Councilor Lindell, to approve the Budget Hearing, April 26, 2022 minutes as presented.

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



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

Against: None

Abstain: None

6. ACTION ITEMS: CONSENT

- a. CONSIDERATION OF RESOLUTION NO. 2022-___. (Councilor Rivera, Councilor Villarreal)

A Resolution Requesting a Time Extension for a Local Government Transportation Fund Grant Agreement From the New Mexico Department of Transportation Identified as Control Number LP50008 for the Planning, Design, and Pavement Rehabilitation of Guadalupe St. Bridge. (Romella Glorioso-Moss, Sr. Project Administrator, rsglorioso-moss@santafenm.gov, 505-955-6623)

1. Request for Approval of Amendment No. 1 to a Local Government Transportation Fund Grant Agreement (Item #20-0095) with the New Mexico Department of Transportation for the Planning, Design, and Pavement Rehabilitation of LP50008 Guadalupe St. Bridge Rehabilitation Project. Amendment is for Extension of Agreement Term Only to June 30, 2023 and no Additional Funding.

Committee Review:

Introduced: 04/13/2022

Public Works and Utilities Committee: 04/25/2022

Finance Committee: 05/2/2022

Governing Body: 05/11/2022

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

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

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



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Against: None

Abstain: None

- b. Request for the Approval of Amendment No. 5 to the PSA with Vladimir Jones (PRACO) in the Total Amount of \$300,000.00 for Advertising Agency Services for TOURISM Santa Fe for FY22; (Randy Randall, rrandall@santafenm.gov, 505-955-6209).

Committee Review:

Quality of Life: 4/20/22

Finance Committee: 5/2/22

Public Works and Utilities Committee: 5/9/2022

Governing Body: 5/11/22

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

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

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

Against: None

Abstain: None

- c. Request for Approval of the 2022-2023 Annual Action Plan, first draft, required to be submitted annually to the Department of Housing and Urban Development as a condition to the City's Community Development Block Grant. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov)

Committee Review:

Community Development Commission: 4/6/2022

Public Works Committee: 4/25/2022

Finance Committee: 5/2/2022

Quality of Life Committee: 5/4/2022



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Santa Fe City Council Public Hearing: 5/11/2022

MOTION: Councilor Cassutt moved, seconded by Councilor Villarreal, to approve the action plan as presented.

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

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

Against: None

Abstain: None

- d. Request for Approval of a Professional Services Agreement with Excel Staffing Companies, for On-Call Staffing Services in the Amount not to exceed \$4,000,000 over Four Years Inclusive of NMGRT. (Melissa McDonald, Parks and Open Spaces Division Director, mamcdonald@santafenm.gov, 505-303-9502)

Committee Review:

Public Works & Utilities Committee: 04/25/2022

Finance Committee: 05/02/2022

Governing Body: 05/11/2022

MOTION: Councilor Cassutt 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 Lindell, Councilor Cassutt, Member Rivera

Against: None

Abstain: None



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- e. Request for Approval of Award and Acceptance of Reoccurring Federal Planning Funding Section 112 (FHWA) and Section 5303 (FTA) for Federal Fiscal Year 2022 in the Amount of \$297,083 for the Annual Operations of the Santa Fe MPO. (Erick Aune, Santa Fe MPO Officer ejaune@santafenm.gov, 505.330.8483).

Committee Review:

Public Works/Utilities Committee: 4/11/2022

Finance Committee: 5/02/2022

Governing Body: 5/11/2022

MOTION: Councilor Cassutt moved, seconded by Councilor Villarreal, to approve the Award and Acceptance as presented.

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

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

Against: None

Abstain: None

- f. Request for Approval of Amendment No. 1 to the Price Agreement with Sub Surface Contracting # 21-0378 removing the Fiscal Year cap of \$250,000 and replacing it with a total contract amount of \$1,000,000 for the entire 4 year term of the contract. (Bill Huey, Water Division Engineer, bchuey@santafenm.gov, 505-955-4273)

Committee Review:

Public Works and Utilities Committee: 04/25/2022

Finance Committee: 05/02/2022

Governing Body: 05/11/2022

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

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



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

Against: None

Abstain: None

- g. Request for Approval of Contract Between the City of Santa Fe and Thompson Reuters for Online Legal Research Subscription Services in the Amount of \$204,000. (Marcos D. Martinez, Senior Assistant City Attorney, mdmartinez@santafenm.gov, 505-955-6512)

Committee Review:

Finance Committee: 05/02/2022

Governing Body: 05/11/2022

MOTION: Councilor Cassutt moved, seconded by Councilor Villarreal, to approve the contract as presented.

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

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

Against: None

Abstain: None

- h. Request Approval of Partial Release of Mortgage between the City of Santa Fe and Tierra Contenta Corporation (TCC) Mortgage to facilitate the sale of Tract 53A to to the Housing Trust. (Alexandra Ladd, Director of Office of Affordable Housing: agladd@santafenm.gov, 505-955-6346)

Committee Review:

Finance Committee: 5/2/2022

Quality of Life Committee: 5/4/2022

Public Works Committee: 5/9/2022

Governing Body: 5/11/2022

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

Against: None

Abstain: None

- i. Request Approval of Amendment No. 1 of the Amended Mortgage Agreement for Tierra Contenta which Authorizes the City Manager to grant Releases and Partial Releases of the Mortgage on behalf of the City in order to Facilitate Land Sales for Phase 3 Development of Tierra Contenta (Alexandra Ladd, Director, Office of Affordable Housing: agladd@santafenm.gov, 505-955-6346)

Committee Review:

Finance Committee: 5/2/2022

Quality of Life Committee: 5/4/2022

Public Works Committee: 5/9/2022

Governing Body: 5/11/2022

MOTION: Councilor Cassutt 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 Lindell, Councilor Cassutt, Member Rivera

Against: None

Abstain: None

- j. Request for Approval of Source Well Contract # 022818-EOI Emergency Vehicles, Fire Trucks & Equipment Sub Part #113021-RVG-1 in amount of \$1,194,852.00 for the purchase of an Aircraft Rescue and Fire Fighting (ARFF) Vehicle Apparatus Truck from E-One Inc. (Brian Moya, Fire Chief,



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bjmoya@santafenm.gov, 955-3111; Mark Baca, Airport Director, mdbaca@santafenm.gov, 670-3232; Daniel Garcia, Fire Fleet Manager, dagarcia@santafenm.gov, 231-8561)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$1,194,852 for the purchase of the Aircraft Rescue and Fire Fighting (ARFF) Vehicle Apparatus from E-One Inc.

Committee Review:

Finance Committee: 5/2/2022

Public Works and Utilities Committee: 5/9/2022

Governing Body: 5/11/2022

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

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

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

Against: None

Abstain: None

- k. CONSIDERATION OF RESOLUTION NO. 2022-___. (Mayor Webber)
A Resolution Relating to a Request for Approval of Third Quarter Budget Amendments for Fiscal Year 2021/2022. (Andy Hopkins, Budget Officer: ajhopkins@santafenm.gov, 955-6177)

Committee Review:

Introduced: 04/27/22

Finance Committee: 05/02/22

Quality of Life Committee: 05/04/22

Public Works and Utilities Committee: 05/09/22

Governing Body: 05/11/22

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

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



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

Against: None

Abstain: None

7. PRESENTATION

- a. FY21 Audit Status Update (Alexis Lotero, Assistant Finance Director, Ricky Bejarano, Accounting Officer)

City Manager, John Blair gave opening remarks.

Interim Finance Director and Interim Deputy Finance Director Bejarano gave overview of Audit process.

8. MATTERS FROM STAFF

9. MATTERS FROM THE COMMITTEE

10. MATTERS FROM THE CHAIR

11. NEXT MEETING: May 16 2022

12. ADJOURN

Meeting adjourned 8:01 pm.

MOTION: moved, seconded by , to approve the Resolution as presented.

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

For: None

Against: None

Abstain: None



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Liaison

Chair