



MINUTES

REGULAR MEETING OF
THE FINANCE COMMITTEE
JANUARY 03, 2023
5:00 PM
COUNCIL CHAMBERS
CITY HALL
200 LINCOLN AVENUE

PROCEDURES FOR FINANCE COMMITTEE MEETING

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.

Written Public Comment: Members of the public may submit written comments on legislation by clicking on the comment bubble to the right of the meeting on the public portal at <https://santafe.primegov.com/public/portal> three hours prior to the start of the meeting.

The agenda and packet for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**

Meeting started at 5:04 pm.

2. **ROLL CALL**

Members Present:

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

Members Excused:

None

Others Attending:

Emily Oster, Finance Director

Finance Committee Members present: Councilors Cassutt, Lindell, Rivera, Villarreal, Romero-Wirth.

Staff present: Emily Oster, Finance Director.



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3. APPROVAL OF AGENDA

MOTION: Councilor Cassutt moved, seconded by Councilor Villarreal, 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, Councilor Rivera

Against: None

Abstain: None

A motion was made by Councilor Cassutt and second by Councilor Lindell to remove item K from the agenda and to be heard at Finance Committee Meeting on January 17, 2023. After discussion Councilor Cassutt made a motion to withdraw the motion to remove item K as second by Councilor Lindell. The item to be heard at this meeting.

4. APPROVAL OF CONSENT AGENDA

MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt, to approve the consent agenda as amended. Items g, i, j, k, l pulled for discussion.

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

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

Against: None

Abstain: None

5. ACTION ITEMS: CONSENT

- a. Request for Approval of the November 28, 2022 Finance Committee Meeting Minutes. (Emily Oster, Finance Director, 505-629-3411,



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ekoster@santafenm.gov).

MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt, 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, Councilor Rivera

Against: None

Abstain: None

- b. Request for Approval to Purchase a Ferrera Rescue Pumper for the City of Santa Fe Fire Department from 411 Equipment LLC in the Total Amount of \$687,800. (Brian Moya, Fire Chief: bjmoya@santafenm.gov, 505-955-3111)

Committee Review:

Public Works and Utilities Committee 12/12/2022

Finance Committee 01/3/2023

Governing Body 01/11/2023

MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt, 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, Councilor Rivera

Against: None

Abstain: None

c.



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Request for Approval of Purchase of a Digester Sludge Transfer Progressive Cavity Pump #2 with VFD Controller and Installation Services with Miscowater Intermountain/TW Associates in the Total Amount of \$74,595 Term Ending June 30, 2023. (Fred Heerbrandt, Engineer Supervisor: pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Adjustment Resolution (BAR) In the Amount of \$74,595.

Committee Review:

Public Works and Utilities Committee: 12/12/2022

Finance Committee: 01/03/2023

Governing Body: 01/11/2023

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

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

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

Against: None

Abstain: None

- d. Request for Approval to Purchase Seven (7) Pinch Valves and Five (5) Rotork Valve Actuators Including Installation Services with Miscowater Intermountain/TW Associates In the Total Amount of \$142,512 Excluding NMGRT, Term Ending June 30, 2023. (Fred Heerbrandt, Engineer Supervisor: pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Adjustment Resolution (BAR) In the Amount of \$142,512.

Committee Review:

Public Works and Utilities Committee: 12/12/2022

Finance Committee: 01/03/2023



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Governing Body: 01/11/2023

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

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

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

Against: None

Abstain: None

- e. Request for Approval of Amendment No. 6 to Original On-Call Contract No. 19-0234 with Carollo Engineers for an Increase of \$440,260 Excluding NMGRT. (Fred Heerbrandt, Engineer Supervisor: pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Adjustment Resolution (BAR) from the WWMD Cash Balance in the Amount of \$505,738.84

Committee Review:

Public Works and Utilities Committee: 12/12/2022

Finance Committee: 01/03/2023

Governing Body: 01/11/2023

MOTION: Councilor Villarreal 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 Villarreal, Councilor Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Rivera

Against: None

Abstain: None



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- f. Request for Approval of a Budget Adjustment Resolution (BAR) for the Water Division Operating Budget from the Water Enterprise Fund Cash Balance in the Total Amount of \$215,488. (Jesse Roach, Water Division Director, jdroach@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 11/07/2022

Finance Committee: 01/03/2023

Governing Body: 01/11/2023

MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt, 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 Lindell, Councilor Cassutt, Councilor Rivera

Against: None

Abstain: None

- g. Request for Approval of a General Services Contract with the Kiwanis Club of Santa Fe to Plan, Coordinate and Execute Celebrations for New Year's Eve and Dia de los Muertos for Four Years in the Total Amount of \$300,000 Including NMGRT. (Randy Randall, Executive Director of TOURISM Santa Fe: rrandall@santafenm.gov, 505-955-6209)

Committee Review

Public Works and Utilities Committee: 12/12/2022

Finance Committee: 01/03/2023

Governing Body: 01/11/2023

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

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



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

Against: Councilor Villarreal, Councilor Rivera

Abstain: None

- h. Request for the Approval of State of New Mexico Aging and Long Term Services Department Capital Appropriation Project Grant Agreement A20E5289 in the Total Amount of \$358,865 for the Plan and Design of a Senior Center, Term Ending June 30, 2024. (Anya Alarid, Senior Services Program Manager, aalarid@santafenm.gov, 505-955-4744).

Committee Review:

Finance Committee: 01/03/2023

Quality of Life Committee: 01/04/2023

Governing Body: 01/11/2023

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

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

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

Against: None

Abstain: None

- i. Request for Approval of Recovery Funds Subrecipient Project Participation Agreement in the Total Amount of \$2,000,000 of American Rescue Plan Act (ARPA) Funds to Underwrite the Acquisition of the Lamplighter Inn – This Agreement Falls Under the First Statutory Category, to Respond to the COVID-19 Public Health Emergency or its Negative Economic Impacts; Bella Luz Apartments 2022 LLP. (Cody Minnich, Housing Grant Manager: cjminnich@santafenm.gov, 505-955-6574)



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Committee Review:

Finance Committee: 01/03/2023

Quality of Life: 01/04/2023

Governing Body: 01/11/2023

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

Against: None

Abstain: None

- j. Request for Approval of Midyear Budget Amendment Resolutions (BAR's) Utilizing FY22 (Prior Year) Gross Receipts and Lodgers' Tax Revenue, Above Budgeted Estimates, to Fund a Package of Priorities that Include the Southside Teen Center, Police Department Administration, Tourism Santa Fe, Public Safety Radio System and Regional Emergency Communication Center Recording System Totaling \$983,873. (Emily K. Oster, Finance Director, ekoster@santafenm.gov)

Committee Review:

Finance Committee: 01/03/2023

Quality of Life: 01/04/2023

Governing Body: 01/11/2023

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

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

For: Councilor Villarreal, Councilor Romero-Wirth, Councilor



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Lindell, Councilor Cassutt, Councilor Rivera

Against: None

Abstain: None

- k. CONSIDERATION OF RESOLUTION NO. 2022-___. (Mayor Webber, Councilor Cassutt, Councilor Chavez)
A Resolution Adopting the Midtown Community Development Plan for the Midtown Redevelopment Project. (Lee Logston, Midtown Asset Development Manager: llogston@santafenm.gov, 505-995-6914)

Committee Review:

Governing Body (Introduced): 11/09/2022 (Postponed)

Governing Body (Introduced): 11/30/2022 (Postponed)

Governing Body (Introduced): 12/14/2022

Finance Committee: 01/03/2023

Community Development Commission: 01/04/2023

Quality of Life Committee: 01/04/2023

Public Works and Utilities Committee: 01/09/2023

Economic Development Advisory Committee: 01/11/2023

Governing Body: 01/11/2023

MOTION: Councilor Cassutt moved, seconded by Councilor Rivera, 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, Councilor Rivera

Against: Councilor Lindell

Abstain: None

- l. CONSIDERATION OF BILL NO. 2022-___. (Councilor M. Garcia, Councilor Cassutt)
An Ordinance Relating to Electric Bicycles; Amending Section 12-1-6 of the Uniform Traffic Ordinance ("UTO") to Include Electric Bicycles in the



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Definition of Bicycle; Amending Section 12-1-40 of the UTO to Delineate Electric Bicycles From Motor Vehicles; Amending Section 12-1-88 of the UTO to Specify That an Electric Bicycle is Not a Vehicle; Amending Section 12-8-1 of the UTO to Prohibit Anyone Under the Age of Sixteen From Riding a Class 3 Electric Bicycle; Amending Section 12-8-10 of the UTO to Regulate and Establish a Speed Limit for Electric and Manually-Propelled Bicycles on City Sidewalks; Amending Section 12-8-15 of the UTO to Remove the Prohibition for Bicycles to Ride on a Street Adjacent to a Sidewalk or Path When Bicycles are Required to Use the Sidewalk or Street; Creating a New Section 12-8-18 of the UTO to Make it an Offense to Enhance the Speed Capabilities of an Electric Bicycle; Amending Section 12-8-23 of the UTO to Raise the Maximum Fine for Violation of Certain Provisions from Twenty-Five Dollars to One Hundred Dollars; and Amending SFCC 1987 Section 23-5.1 to Amend the Definition of Bicycle to Include Electric Bicycles, and to Regulate the Use of Electric Bicycles on City Roads. (Romella Glorioso-Moss; Project Administrator: rsglorioso-moss@santafenm.gov, 505-955-6623; Kevin Nault, Assistant City Attorney: klnault@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/31/2022
Governing Body (Public Comment): 09/14/2022
Bicycle and Pedestrian Advisory Committee: 10/13/2022
Quality of Life Committee: 10/19/2022
Bicycle and Pedestrian Advisory Committee: 11/10/2022
Quality of Life Committee: 12/7/2022
Public Works and Utilities Committee: 12/12/2022
Finance Committee: 01/03/2023
Finance Committee: 01/17/2023
Governing Body (Public Hearing): 01/25/2023

MOTION: moved, seconded by , to postpone the bill until the January 17, 2023 Finance Committee Meeting.

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

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

Against: None



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Abstain: None

Councilors need the bill amended and caption corrected for the next Finance Committee Meeting

- m. CONSIDERATION OF RESOLUTION NO. 2023-___. (Mayor Webber)
A Resolution Rescinding Resolution No. 2022-2 Relating to the Open Meetings Act; and Adopting Annual Notice Requirements for 2023. (Kristine Bustos Mihelcic, City Clerk: kmmihelcic@santafenm.gov, 505-955-6521)

Committee Review:

Special Governing Body (Introduced): 12/21/2022

Finance Committee: 1/3/2023

Governing Body: 01/11/2023

MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt, 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, Councilor Rivera

Against: None

Abstain: None

6. PRESENTATION

- a. FY21 Audit Update (Emily Oster, Finance Director: ekoster@santafenm.gov, 505-629-3411)

Finance Director, Emily Oster presented the FY21 Audit update. Six CliftonLarsenAllen (CLA) team members assisting on seventy new requested items, due Monday by Carr Riggs & Ingram, new Audit firm. Month end close expected to be completed in January 17, 2023.



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- b. Overview of Accounting Standards and Rules. (Emily Oster, Finance Director, 505-629-3411, ekoster@santafenm.gov)

Finance Director, Emily Oster presented an overview of Accounting and Standards and Rules. An attachment is provided on PrimeGov.

7. **MATTERS FROM STAFF**
8. **MATTERS FROM THE COMMITTEE**
9. **MATTERS FROM THE CHAIR**
10. **NEXT MEETING: January 17 2023**
11. **ADJOURN**

Meeting adjourned 8:13 p.m.

Carolynn Roibal

Liaison

Romeo L. L. L.

Chair

Request for Approval of the January 3, 2023 Finance Committee Meeting Minutes.&n_20230119233850219

Final Audit Report


2023-01-20

Created:	2023-01-19
By:	Carolynn Roibal (cloibal@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPkKmp6FavOuTGNXAIG4U1K_mM8cRWKjy

"Request for Approval of the January 3, 2023 Finance Committee Meeting Minutes.&n_20230119233850219" History

 Document created by Carolynn Roibal (cloibal@ci.santa-fe.nm.us)

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 Signer cromero-wirth@santafenm.gov entered name at signing as Carol Romero-Wirth

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 Agreement completed.

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