



City of Santa Fe

AGENDA

REGULAR MEETING OF
THE FINANCE COMMITTEE
MAY 15, 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**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF CONSENT AGENDA**
5. **PRESENTATION**
 - a. Audit Update for FY21. (Emily Oster, Finance Director: ekoster@santafenm.gov, 505-629-3411)
6. **ACTION ITEMS: CONSENT**

- a. Request for Approval of the May 1, 2023 Finance Committee Minutes. (Emily Oster, Finance Director, 505-629-3411, ekoster@santafenm.gov).

Committee Review:

Finance Committee: 5/15/2023

- b. Request for Approval of Amendment No. 1 to the American Rescue Plan Act (ARPA) Recovery Funds Subrecipient Contract #22-0584 in the Total Amount of \$600,000 for Consuelo's Place Shelter to Extend the Term through June 30, 2023. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, (505) 955-6574).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- c. Request for Approval of Amendment No. 1 to the Affordable Housing Trust Fund (AHTF) Contract #22-0072 with Homewise in the Total Amount of \$700,000 for Los Canales Project Extending the Term through June 30, 2024. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, 505-955-6574).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- d. Request for Approval of the Affordable Housing Trust Fund (AHTF) Professional Services Agreement with Homewise in the Total Amount of \$500,000 for Down Payment Assistance. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, (505) 955-6574).

Committee Review

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- e. Request for Approval of the Affordable Housing Trust Fund (AHTF) Professional Services Agreement with Life Link in the Total Amount of

\$250,000 for the Life Link Rental Assistance Fund. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, 505-955-6574)

Committee Review

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- f. Request for Approval of the Affordable Housing Trust Fund (AHTF) Professional Services Agreement with St. Elizabeth Shelters in the Total Amount of \$250,000 for Rental Assistance at Santa Fe Suites. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, 505-955-6574).

Committee Review

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- g. Request for Approval of the Affordable Housing Trust Fund (AHTF) Professional Services Agreement in the Total Amount of \$600,000 for Down Payment Assistance; Santa Fe Community Housing Trust. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, 505-955-6574)

Committee Review

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- h. Request for Approval of the Affordable Housing Trust Fund (AHTF) Professional Services Agreement in the Total Amount of \$575,000 for the Operations of Consuelo's Place Shelter; New Mexico Coalition to End Homelessness. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, 505-955-6574).

Committee Review:

Finance Committee: 5/15/20223

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- i. Request for Approval of the Affordable Housing Trust Fund (AHTF) Professional Services Agreement in the Total Amount of \$969,500 for Capital Improvements and Unit Upgrades at Santa Fe Suites; Community Solutions DBA Vincent's Legacy LLC. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, (505) 955-6574).

Committee Review

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- j. Request for Approval of Amendment No. 1 to the Affordable Housing Trust Fund (AHTF) Service Agreement in the Total Amount of \$225,000 for Homeless Early Intervention Program Extending the Term through August 31, 2023 in Order for the Contractor to Have Ample Time to Spend Down the Balance of Funds; New Mexico Coalition to End Homelessness. (Cody Minnich, Project Manager, Office of Affordable Housing, cjminnich@santafenm.gov, (505) 955-6574).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life: 5/17/2023

Governing Body: 5/31/2023

- k. Request for Approval of a General Services Contract for Miscellaneous City-Wide On-Call Roofing Services for a Total Amount Not to Exceed \$1,000,000 Per-Year, Excluding NMGRT, with the Option to Renew Up to Four (4) Years with National Roofing Company, Inc. (Therese Martinez, Facilities Division Project Administrator, tmartinez@santafenm.gov, 505-955-5937; Sam Burnett, Facilities Division Director, jsburnett@santafenm.gov, 505-795-2491; Denise Gabaldon, Contracts Administrator, rdgabaldon@santafenm.gov, 505-955-5934).

Committee Review

Finance Committee: 5/15/2023

Public Works and Utilities Committee: 5/30/2023

Governing Body: 5/31/2023

- l. Request for Approval of Amendment No. 1 for Auto Detailing of Environmental Service Fleet, with Mobile Clean Car Wash LLC in the Amount of \$156,240 for a Two Year Term. (Lawrence Garcia, Project Administrator, lgarcia@santafenm.gov, 955-2241)

Committee Review:

Public Works and Utilities Committee: 05/08/2023

Finance Committee: 05/15/2023

Governing Body: 05/31/2023

- m. Request for Approval of a Service Agreement with Gerard's House in the Total Amount of \$267,600 Including NMGRT to Provide Navigation Services and Group Grief Support Services for Children and Youth in Santa Fe Over Three Years (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- n. Request for Approval of a Service Agreement with Communities in Schools of New Mexico in the Total Amount of \$239,250 Inclusive of NMGRT to Provide Navigation Services to Children and Youth Ages 0-21 in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family

Services Program Manager, chernandez@santafe.gov, 505-955-6728).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- o. Request for Approval of a Service Agreement with Cooking with Kids, in the Total Amount of \$129,000 Inclusive of NMGRT, to Provide Nutrition Education Programming to Children and Youth Ages 0-21 in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- p. Request for Approval of a Service Agreement with The New Mexico Suicide Intervention Project in the Total Amount of \$239,250 Including NMGRT to Provide Navigation Services, Family Counseling, School Group Counseling, and Training on Natural Helpers for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- q. Request for Approval of a Service Agreement with Girls Inc. of Santa Fe in the Total Amount of \$239,250 Including NMGRT to Provide Navigation Services and Prevention Programming for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- r. Request for Approval of a Service Agreement with the Santa Fe Public Schools Adelante Program in the Total Amount of \$261,300 Including NMGRT to Provide Navigation Services and Housing and Homeless Support Services for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- s. Request for Approval of a Service Agreement with the Santa Fe Public Schools Teen Parent Program in the Total Amount of \$302,250 Including NMGRT to Provide Navigation Services and Social and Academic Case Management for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- t. Request for Approval of a Service Agreement with the Santa Fe Recovery Center in the Total Amount of \$160,500 Including NMGRT to Provide Navigation Services for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- u. Request for Approval of a Service Agreement with Wise Fool New Mexico in the Total Amount of \$129,000 Including NMGRT to Provide Navigation Services; Summer Circus Arts Education; and After School, Winter and Summer Art Education Opportunities for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- v. Request for Approval of a Service Agreement with Big Brothers Big Sisters in the Total Amount of \$144,750 Including NMGRT to Provide Navigation Services and Mentoring Support Services for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- w. Request for Approval of a Service Agreement with YouthWorks in the Total Amount of \$147,900 Including NMGRT to Provide Navigation Services, Work-Based Learning Opportunities, and Counseling Services for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- x. Request for Approval of a Service Agreement with Santa Fe Public Schools Restorative Justice Program in the Total Amount of \$236,100

Including NMGRT to Provide Restorative Justice Support and Services for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- y. Request for Approval of a Service Agreement with The Food Depot in the Total Amount of \$201,450 Including NMGRT to Provide Food at School-Based Food Pantries for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- z. Request for Approval of a Service Agreement with SITE Santa Fe in the Total Amount of \$129,000 Including NMGRT to Provide Art Education Opportunities for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- aa. Request for Approval of a Service Agreement with Partners In Education (PIE) Artworks in the Total Amount of \$151,050 Including NMGRT to Provide Art Experience Workshops for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- ab. Request for Approval of a Service Agreement with Partners In Education (PIE) Santa Fe Public Schools (SFPS) Parent Involvement Program (PIP) and Wellness Ambassadors to Voice and Empower (WAVE) in the Total Amount of \$154,200 Including NMGRT to Provide Student Wellness Opportunities and Early Intervention and Prevention Programming for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- ac. Request for Approval of a Service Agreement with Youth Shelters and Family Services in the Total Amount of \$160,500 Including NMGRT to Provide Navigation Services and Housing Support Services for Children and Youth in Santa Fe Over Three Years. (Christa Hernandez, Youth and Family Services Program Manager, chernandez@santafe.gov, 505-955-6728)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- ad. Request for Approval of a Service Agreement with Growing Up New Mexico in the Total Amount of \$129,000 Inclusive of NMGRT to Provide Navigation Services to Children and Youth Ages 0-21 in Santa Fe Over Three Years (Christa Hernandez, chernandez@santafenm.gov, 505-955-6728).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- ae. Request for 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, 2023, North Central New Mexico Economic Development District Non-Metro Area Agency on Aging (AAA), Manuel Sanchez, Interim Senior Services Director, mnsanchez@santafenm.gov, 505-955-6568.

Committee Review:

Finance Committee: 5/15/2023

Public Works.Utilities Committee: 5/30/2023

Governing Body: 5/31/2023

- af. Request for Approval of an Amendment No. 1 to Aging and Long Term Services Department Intergovernmental Agreement Item #23-0030 with the State of New Mexico Aging and Long Term Services Department for an Adjustment of the Award in the Total Amount of \$64,176.27 for the Senior Volunteer Programs. (Manuel Sanchez Interim Senior Services Director, mnsanchez@santafenm.gov, 505-955-6568).

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee 5/17/2023

Governing Body: 5/31/2023

- ag. Request for the Approval of Amendment #1 to Contract Item #2022-23-60026 Decreasing the Original Contract Amount in the Total Amount of \$231,437.65 for the Senior Title III Programs. Term Ending June 30, 2023, North Central New Mexico Economic Development District Non-Metro Area Agency on Aging (AAA) Manuel Sanchez, Interim Senior Services Director, mnsanchez@santafenm.gov, 505-955-6568.

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- ah. Request for Approval of a General Services Contract with Pallet PBC, ITB #23-43-B for the Purchase of up to 100 Emergency Shelter Units, in an Amount not to Exceed \$1,466,100, Including NMGRT, Over Two Years. (Kyra Ochoa, Community Health and Safety Department Director, krochoa@santafenm.gov (505) 955-6603; Brian Williams, Emergency Management Director, bgwilliams@santafenm.gov (505)955-6537; Julie Sanchez, Youth and Family Services Division Director jjsanchez@santafenm.gov (505) 955-6678)

Committee Review:

Finance Committee: 5/15/2023

Quality of Life Committee: 5/17/2023

Governing Body: 5/31/2023

- ai. Request for Approval of the Finance Department's Auction Disposal List and the Authority to Delegate Signing of the Titles to the Chief Procurement Officer or Its Designee. (Emily Oster, Finance Director: ekoster@santafenm.gov)

Committee Review:

Finance Committee: 05/15/2023

Quality of Life Committee: 05/17/2023

Governing Body: 05/31/2023

- aj. CONSIDERATION OR RESOLUTION 2023-__ (Councilor Rivera and Councilor L. Garcia)
A Resolution Requesting Approval of Amendment No. 3 to a Municipal Arterial Program Cooperative Grant from the New Mexico Department Of Transportation, Identified as Control Number L500383 Granting a Time Extension for the Planning, Design, and Construction of Agua Fria Street and South Meadows Road Intersection Improvements. (Romella Glorioso-Moss, Capital Projects Program Manager, rsglorioso-moss@santafenm.gov, 505-955-6623)

Committee Review:

Governing Body: (Introduction) 04/26/2023

Public Works: 05/08/2023

Finance Committee: 05/15/2023
Governing Body: 05/31/2023

- ak. CONSIDERATION OF A RESOLUTION 2023-__ (Councilor Rivera and L. Garcia)
A Resolution Requesting Approval of Amendment No. 2 To a Municipal Arterial Program Cooperative Grant Contract with the New Mexico Department of Transportation Identified as Control Number L500429 Granting a Time Extension for the Planning, Design, and Construction of Agua Fria Street and South Meadows Road Intersection Improvements. (Romella Glorioso-Moss, rsglorioso-moss@santafenm.gov, 505-955-6623)

Committee Review:

Governing Body (Introduction): 05/10/2023
Finance Committee: 05/15/2023
Public Works and Utilities Committee: 05/30/2023
Governing Body: 05/31/2023

- al. CONSIDERATION OF A RESOLUTION 2023-__ (Councilor Rivera and L. Garcia)
A Resolution Requesting Approval of Amendment No. 1 To a Municipal Arterial Program Cooperative Grant Contract with the New Mexico Department of Transportation Identified as Control Number L500473 Granting a Time Extension for the Planning, Design, and Construction of Agua Fria Street and South Meadows Road Intersection Improvements. (Romella Glorioso-Moss, rsglorioso-moss@santafenm.gov, 505-955-6623)

Committee Review:

Governing Body: (Introduction) 05/10/2023
Finance Committee: 05/15/2023
Public Works and Utilities Committee: 05/30/2023
Governing Body: 05/31/2023

- am. CONSIDERATION OF A RESOLUTION 2023-__ (Councilor Rivera and L. Garcia)
A Resolution Requesting Approval of Amendment No. 3 To a Municipal Arterial Program Cooperative Grant Contract with the New Mexico Department of Transportation, Identified as Control Number L500383, Granting a Time Extension for the Planning, Design, and Construction of Agua Fria Street and South Meadows Road Intersection Improvements. (Romella Glorioso-Moss, rsglorioso-

moss@santafenm.gov, 505-955-6623)

Committee Review:

Governing Body: (Introduction) 05/10/2023

Finance Committee: 05/15/2023

Public Works and Utilities Committee: 05/30/2023

Governing Body: 05/31/2023

- an. CONSIDERATION OF A RESOLUTION 2023-__ (Councilor Lindell, Villarreal)

A Resolution Requesting Approval of Second Amendment to a Local Government Transportation Project Fund Grant from the New Mexico Department of Transportation Identified As Control Number Lp50008 Granting a Time Extension for the Planning, Design, and Pavement Rehabilitation of Guadalupe Bridge. (Romella Glorioso-Moss, rsglorioso-moss@santafenm.gov, 505-955-6623)

Committee Review:

Governing Body: (Introduction) 05/10/2023

Finance Committee: 05/15/2023

Public Works and Utilities Committee: 05/30/2023

Governing Body: 05/31/2023

- ao. CONSIDERATION OF A RESOLUTION 2023-__ (Councilor M. Garcia, Councilor Rivera, and Councilor Villarreal)

A Resolution Approving the Display of Banners Commemorating "Hometown Heroes" Along the Entire Cerrillos Road Corridor and Along St. Francis Drive, Annually, Between Memorial Day and Veterans Day. (Regina Wheeler, rawheeler@santafenm.gov, 505-955-6622)

Committee Review

Governing Body (Introduction): 04/26/2023

Finance Committee: 05/15/2023

Public Works and Utilities Committee: 05/30/2023

Governing Body: 05/31/2023

7. **MATTERS FROM STAFF**

8. **MATTERS FROM THE COMMITTEE**
9. **MATTERS FROM THE CHAIR**
10. **NEXT MEETING: Monday, June 5, 2023**
11. **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.