



AGENDA

REGULAR MEETING OF
THE GOVERNING BODY
SEPTEMBER 27, 2023 5:00 PM
COUNCIL CHAMBERS, CITY
HALL
200 LINCOLN AVENUE

PROCEDURES FOR GOVERNING BODY MEETING

Viewing: Members of the public may view the meeting through the Government Channel on Comcast Channel 28 and Comcast HD928 or 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 and all past meetings of the Governing Body 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 Governing Body meetings on-line at any time during normal business hours. Please call 955-6521 for assistance.

Radio Broadcast: The meeting can be heard on radio station KSFR 101.1.

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> until 5 p.m. the day before the meeting.

Live Public Comment: Members of the public may provide public comment in person during *Petitions from the Floor*, *Public Comment*, *Final Action on Legislation*, or *Public Hearings*.

Virtual Public Comment: To provide public comment during *Petitions from the Floor*, *Public Comment*, *Final Action on Legislation*, or *Public Hearings* virtually, you must join the Zoom meeting by internet or phone, as follows:

Internet: To join the Zoom meeting on the internet using a computer, laptop, smartphone, or tablet, use the following link: <https://santafenm.gov.zoom.us/j/81782654829>.

Attendees should use the “Raise Hand” function to be recognized by the Mayor to speak at the appropriate time.

Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: **US: 1 (346) 248-7799 - Webinar ID: 817 8265 4829**

Phone attendees should press *9 to use the “Raise Hand” function to be recognized by the Mayor to speak at the appropriate time.

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

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

Councilor Romero-Wirth

3. **SALUTE TO THE NEW MEXICO FLAG**

Councilor Lee Garcia

4. **INVOCATION AND REMEMBRANCES**

Councilor Chavez

5. **ROLL CALL**

6. **APPROVAL OF AGENDA**

7. **APPROVAL OF CONSENT AGENDA**

8. **PRESENTATIONS**

- a. North Central Regional Transit District (NCRTD) Presentation and Overview by Anthony J. Mortillaro, Executive Director.
- b. Audit Update and Overview. (Emily Oster, Finance Director, ekoster@santafenm.gov)

9. **ACTION ITEMS: CONSENT AGENDA**

- a. Request for Approval of the August 30, 2023 Regular Governing Body Meeting Minutes. (Geraldyn Cardenas, Assistant City Clerk: gfcardenas@santafenm.gov)

Committee Review:

Governing Body: 09/13/2023

- b. Request for Approval of the September 13, 2023 Regular Governing Body Meeting Minutes. (Geraldyn Cardenas, Assistant City Clerk: gfcardenas@santafenm.gov)

Committee Review:

Governing Body: 09/27/2023

- c. Request for Approval of the 2024 Governing Body and Council Committee Meeting Calendar. (Kristine Bustos-Mihelcic, City Clerk; kmmihelcic@santafenm.gov and Xavier Vigil, Committee and Contracts Coordinator; xivigil@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Quality of Life Committee: 09/20/2023

Public Works and Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- d. Request for Approval of Liquor Hearing Officer's Recommendation to Approve the Request from Raaga Go, LLC, for a Restaurant A (Beer & Wine) Liquor License with On-Premises Consumption, to be Located at Raaga Go, 410 Old Santa Fe Trail, Units A & B. (Alexandria Mares, Marketing & Special Events Coordinator: armares@santafenm.gov, 955-6520)

Committee Review:

Liquor Hearing: 09/11/2023

Governing Body: 09/27/2023

- e. Request for Approval of Liquor Hearing Officer's Recommendation to Approve the Request from Wrap Santa Fe, LLC, for a Restaurant A (Beer & Wine) Liquor License with On-Premises Consumption, to be Located at The Wrap Santa Fe, 60 E. San Francisco St. #102. (Alexandria Mares, Marketing & Special Events Coordinator: armares@santafenm.gov, 955-6520)

Committee Review:

Liquor Hearing: 09/18/2023

Governing Body: 09/27/2023

- f. Request for Approval to Purchase and Install an Air Conditioning Unit from Western Mechanical in the Hoffman Blower Room in the Paseo Real Reclamation Facility in the Total Amount of \$90,301.16 including NMGRS via Statewide Price Agreement 30-00000-23-00084. (P. Fred Heerbrandt, P.E., Engineer Supervisor, WWMD; pfheerbrandt@santafenm.gov)

- 1. Request for Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$90,301.16 from the Cash Balance.

Committee Review:

Public Works and Utilities Committee: 09/11/2023

Finance Committee: 09/18/2023

Governing Body: 09/27/2023

- g. Request for Approval of General Services Contract with TK Elevators for Modernization and Rehabilitation of the Elevators at Sandoval Parking

Garage in the Total Amount of \$249,626.21 Including NMGRT through June 30, 2025. (Caryn Grosse, Public Works Project Administrator: clgrosse@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 09/11/2023

Finance Committee: 09/18/2023

Governing Body: 09/27/2023

- h. Request for Approval of General Services Contract with Badger Meter Inc. for the Monthly Service Charge for Each Endpoint Meter Reading Device on the City's Water Meters in the Total Amount of \$3,241,200 through June 30, 2033. (Nancy L. Jimenez, Utility Billing Division Director: nljimenez@santafenm.gov)

Committee Review

Public Works and Utilities Committee: 09/11/2023

Finance Committee: 09/18/2023

Governing Body: 09/27/2023

- i. Request for Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$128,364 for the Budget Transfer of Youth and Family Service Division Park Ranger Staff Positions to the Parks and Open Space Division. (Melissa McDonald, Parks and Open Space Division Director: mamcdonald@santafenm.gov, Julie Sanchez, Youth and Family Services Division Director: jjsanchez@santafenm.gov)

Committee Review

Quality of Life Committee: 09/06/2023

Public Works & Utilities Committee: 09/11/2023

Finance Committee: 09/18/2023

Governing Body: 09/27/2023

- j. Request for Approval of Amendment No. 1 to Professional Service Agreement Item #23-0326 with Santa Fe Community Housing Trust for their Mortgage Assistance Program, to Update Scope of Work and Increase Compensation to Include Balance from Previous Year Contract for a Total Amount of \$645,908 . (Alexandra Ladd, Director, Office of Affordable Housing: agladd@santafenm.gov and Cody Minnich, Project Manager, Office of Affordable Housing: cjminnich@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Quality of Life Committee: 09/20/2023

Governing Body: 09/27/2023

- k. Request for Approval of Amendment No. 1 to Professional Service Agreement Item #23-0323 with Homewise for the Mortgage Assistance Program to Update the Scope of Work and Increase Compensation to Include Balance from Previous Year Contract for a Total Amount of \$550,000. (Alexandra Ladd, Director, Office of Affordable Housing: agladd@santafenm.gov and Cody Minnich, Project Manager: cjminnich@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Quality of Life Committee: 09/20/2023

Governing Body: 09/27/2023

- l. Request for Approval to Purchase Two Replacement Vehicles for the Engineering Section of the Water Division from Melloy Auto Group in the Total Amount of \$83,156 Via Statewide Price Agreement 00-00000-20-00088. (1 John Del Mar, Engineer Supervisor in the Water Division: jpdelmar@santafenm.gov)

- 1. Request for Approval of a Budget Adjustment Resolution to Decrease the Water Enterprise Fund Cash Balance in the Total Amount of \$83,156.

Committee Review

Public Works and Utilities Committee: 09/11/2023

Finance Committee: 09/18/2023

Governing Body: 09/27/2023

- m. Request for Approval of General Services Contract with Dukes Root Control, Inc. to Provide Provide Chemical Root Control for the City's Sewer System in the Total Amount of \$1,000,000 for a Four Year Term Via Houston Galveston Area Council (HGAC) Cooperative Agreement (SC01-21). (P. Fred Heerbrandt, P.E., Engineer Supervisor, WWMD: pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$1,000,000 from the Cash Balance to Fund the Contract with Duke Root Control, Inc.

Committee Review:

Finance Committee: 09/18/2023

Public Works and Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- n. Request for Approval of Amendment No. 2 to Memorandum of Agreement Item #20-0043 Between the New Mexico Energy, Minerals and Natural Resources Department and the Fire Department in the Total Amount of \$40,000 of Reimbursable Expenditures. (Brian Moya, Fire Chief: bjmoya@santafenm.gov; Sten Johnson, Assistant Fire Chief: sajohnson@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Public Safety Committee: 09/19/2023

Public Works & Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- o. Request for Approval of a Budget Adjustment Resolution (BAR) from the Airport Department to the ITT Department in the Total Amount of \$148,715 for the Camnet Security and Alarm Equipment. (James Harris, Airport Manager: jcharris@santafenm.gov; Kelly Bynon, Administrative Manager: kabynon@santafenm.gov)

Committee Review

Finance Committee: 09/18/2023

Public Works and Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- p. Request for Approval of Amended and Restated Lease Agreement with Signature Flight Support, LLC to Enter on, Make Use of, and Develop Real Property at the Santa Fe Regional Airport in Substitution for Capital Aviation of Santa Fe. (James Harris, Airport Manager; jcharris@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Public Works and Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- q. Request for Approval of Professional Services Agreement with Wilson & Company Inc. for Engineers & Architects in the Total Amount of \$6,457,500 including NMGRT through October 05,2026. (Romella Glorioso-Moss, PW Capital Projects Manager, rsglorioso-moss@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Public Works & Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- r. Request for Approval of Professional Services Agreement with WSP USA Environment and Infrastructure Inc. for Engineering, Design, and Consulting Services in the Total Amount of \$5,415,625 including NMGRT through October 5, 2026. (Romella Glorioso-Moss, PW Capital Projects Manager: rsglorioso-moss@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Public Works & Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- s. Request for Approval of Professional Services Agreement with Miller Engineers Inc. for Design, Engineering and Consulting Services in the Total Amount of \$1,083,125 including NMGRT through October 5, 2026. (Romella Glorioso-Moss, PW Capital Projects Manager: rsglorioso-moss@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Public Works & Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- t. Request for Approval of Amendment No. 4 to Contract Agreement # 20-

0319 with Children Youth and Families Department (CYFD) to Increase the Overall FY24 Contract by \$6,440 for a New Total Amount of \$389,791 for Continuum of Graduated Sanctions Services. (Sophie Andar, Youth and Family Services Program Manager: sxandar@santafenm.gov).

Committee Review:

Finance Committee: 09/18/2023

Quality of Life Committee: 09/20/2023

Governing Body: 09/27/2023

- u. Request for Approval of Professional Services Agreement with Denovo for Cloud Storage and Maintenance of the City of Santa Fe AS400 Data in the Total Amount of \$1,377,640.77 through June 30, 2026. (Edward J. Duran: EAS/EUS Manager, ejduran@santafenm.gov; Joseph Abeyta: Project Manager, jmabeyta@santafenm.gov)

Committee Review:

Finance Committee 09/18/23

Quality of Life Committee: 09/20/2023

Governing Body: 09/27/2023

- v. Request for Approval of Professional Services Agreement with Carr, Riggs, Ingram for Audit Services for Fiscal Year Ending June 30, 2023 in the Amount of \$269,454.42 Including Applicable Gross Receipts Tax. (Emily K. Oster, Finance Director: ekoster@santafenm.gov)

Committee Review:

Finance Committee: 09/18/2023

Public Works and Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

- w. CONSIDERATION OF A RESOLUTION 2023-____. (Mayor Alan Webber and Councilor Jamie Cassutt)

A Resolution Finding the Building and Premises Located at 1004 Calle Feliz (Property) to be Ruined, Damaged, and Dilapidated and a Menace to the Public Comfort, Health, Peace, and Safety; Ordering the Owner of Record of the Property to Remove the Building, Rubbish, and Debris; and Providing that, if the Owner Does Not Remove the Building, Rubbish, and Debris, the City of Santa Fe Shall Do So, Shall Place a Lien on the Property In the Amount of the Cost of the Clean-Up Efforts;

and Shall Foreclose on the Property. (Isabella Sharpe, Constituent Services Manager, ilsharpe@santafenm.gov)

Committee Review

Finance Committee (Introduced): 09/18/2023

Quality of Life Committee: 09/20/2023

Public Works and Utilities Committee: 09/26/2023

Governing Body: 09/27/2023

10. **ACTION ITEMS: DISCUSSION AGENDA**

- a. Request for Ratification of a Cooperative Project Agreement with New Mexico Department of Transportation (NMDOT) on Behalf of the Federal Highway Administration (FHWA) to Construct S100370 Agua Fria-Cottonwood Roundabout in the Total Amount of \$3,058,628 through August 30, 2024. (Romella Glorioso-Moss, Capital Projects Manager, rsglorioso-moss@santafenm.gov)

1. Request for the Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$3,058,628 for the Construction of S100370 Agua Fria-Cottonwood Roundabout. (Romella Glorioso-Moss, Capital Projects Manager, rsglorioso-moss@santafenm.gov)

Committee Review:

Governing Body: 09/27/2023

11. **MATTERS FROM THE CITY MANAGER**

12. **MATTERS FROM THE CITY ATTORNEY**

13. **EXECUTIVE SESSION ACTION ITEMS**

14. **MATTERS FROM THE CITY CLERK**

15. **COMMUNICATIONS FROM THE GOVERNING BODY**

16. **INTRODUCTION OF LEGISLATION**

- a. **CONSIDERATION OF A RESOLUTION 2023-____.** (Councilor Chris Rivera)

A Resolution Directing the City Manager to Assign Staff to Identify and Apply for Federal and State Funding Sources for Water, Wastewater, and Other Water Related Projects. (Alan Hook, Water Resources Coordinator, aghook@santafenm.gov)

Committee Review

Governing Body (Introduced):09/27/2023

Finance Committee: 10/02/2023

Public Works and Utilities Committee: 10/10/2023

Governing Body: 10/11/2023

- b. **CONSIDERATION OF A RESOLUTION 2023-____.** (Councilor Carol Romero-Wirth, Councilor Renee Villarreal, Councilor Chris Rivera, and Councilor Amanda Chavez)

A Resolution Directing the City Manager to Establish an Office of Equity and Inclusion. (John Blair, City Manager, jwblair@santafenm.gov)

Committee Review

Governing Body (Introduced):09/27/2023

Quality of Life Committee: 10/04/2023

Finance Committee: 10/16/2023

Governing Body: 10/25/2023

17. **PETITIONS FROM THE FLOOR**

18. **PUBLIC COMMENT ON BILLS (First Public Comment, No Action)**

19. **FINAL ACTION ON LEGISLATION (Public Hearing)**

20. **PUBLIC HEARINGS (Land Use Cases, Appeals, and Other Items Required to Have a Public Hearing)**

- a. **2023-006858-HDRB. 4 Plaza Fatima** 2023-006858-HDRB. 4 Plaza Fatima. Downtown and Eastside Historic District. Non-contributing. Devendra N Contractor, Agent for Anthony and Jan Jeffries Owners, Proposes to Reconstruct the South Elevation Primary Facade Wall which Requires an Exception to 14-5.2(D)(5)(b) to Remove Historic Material. Remodel to Include Window, Door, Roof Replacement, HVAC and Skylight Installation. (Ramón J. Sarason, Senior Planner; rjsarason@santafenm.gov)

21. **APPOINTMENTS**

- a. Human Services Committee
 - Michal Anne Pepper, Ph.D – Reappointment – Term Ending 03/2026
 - Douglas Zhang, M.D. – Reappointment – Term Ending 03/2026
 - Emily Haozous – Reappointment – Term Ending 03/2026

22. **ADJOURN**

Closed captions are provided for this meeting. Persons with disabilities in need for additional accommodations, contact the City Clerk's office at 505-955-6521, five (5) working days prior to meeting date.