



City of Santa Fe

# AGENDA

REGULAR MEETING OF  
THE FINANCE COMMITTEE  
SEPTEMBER 05, 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 and Overview. (Emily Oster, Finance Director, [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov))
6. **ACTION ITEMS: CONSENT**

- a. Request for Approval of the Finance Committee Minutes – August 14, 2023. (Emily Oster, Finance Director, 505-629-3411).

**Committee Review:**

Finance Committee: 09/05/2023

- b. Request for Approval of the Auction Disposal List for the New Mexico Annual Statewide Auction on October 21, 2023, with the Delegation of Title-Signing Authority Going to the Chief Procurement Officer or their Designee, Currently the Procurement Manager, Raymond 'Scott' Gunter. (Alexis Lotero, Assistant Finance Director: aclotero@santafenm.gov)

**Committee Review:**

Finance Committee: 09/05/2023

Quality of Life Committee: 09/06/2023

Governing Body: 09/13/2023

- c. Request for Approval of the 2022-2023 Consolidated Annual Performance Evaluation Report (CAPER) for Submittal to the US Department of Housing and Urban Development (HUD) as a Condition to the City of Santa Fe's Community Development Block Grant (CDBG). (Cody Minnich, Project Manager, Office of Affordable Housing: cjminnich@santafenm.gov)

**Committee Review**

Community Development Commission: 08/23/2023

Finance Committee: 09/05/2023

Quality of Life Committee: 09/06/2023

Governing Body Public Hearing: 09/13/2023

- d. Request for Approval of Professional Service Agreement with Community Solutions DBA Vincent's Legacy LLC for Operations of Santa Fe Suites in the Total Amount of \$255,000 through June 30<sup>th</sup>, 2024. (Brittany Rodriguez, Youth and Family Services Program Manager: bcrodriguez@santafenm.gov)

**Committee Review:**

Finance Committee: 09/05/2023

Quality of Life Committee: 09/20/2023

Governing Body: 09/13/2023

- e. Request for the Approval of Cooperative Agreement with New Mexico Tourism Department for FY24 Cooperative Marketing and Advertising Program in the Total Amount of \$162,746. (Randy Randall, TSF Executive Director: rrandall@santafenm.gov)

- 1. Request for the Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$42,134 from the New Mexico Department of Tourism for the Registration Partner Match. (Randy Randall, TSF Executive Director: rrandall@santafenm.gov)

**Committee Review:**

Finance Committee: 09/05/2023

Quality of Life Committee: 09/06/2023

Governing Body: 09/13/2023

- f. Request for Approval of Cooperative Project Agreement with New Mexico Department of Transportation (NMDOT) for the Henry Lynch Road Reconstruction Project in the Total Amount of \$151,655 through June 30, 2025. (Romella Glorioso-Moss, Public Works Capital Projects Manager: rsglorioso-moss@santafenm.gov, (505)955-6623)

- 1. Request for Approval of Budget Adjustment Resolution (BAR) in the Total Amount of \$151,655 using \$113,741 NMDOT Funding and \$37,914 in City Road Impact Fees for the Reconstruction of Henry Lynch Road.

**Committee Review:**

Finance Committee: 09/05/2023

Public Works & Utilities Committee: 09/11/2023

Governing Body: 09/13/2023

- g. Request for Approval of Construction Contract with CF Padilla LLC. for Capital Improvements Program (CIP) Project #33721, Nichols Dam Outlet Works Rehabilitation, in the Total Amount of \$16,967,506.22 through April 22, 2025. (John Del Mar, Water Division Engineer Supervisor: jpdelmar@santafenm.gov)

- 1. Request for Approval of a Budget Adjustment Resolution (BAR) from the Water Enterprise Fund Cash Balance in the amount of \$16,967,506.22.

**Committee Review**

Public Works and Utilities Committee: 08/28/2023

Finance Committee: 09/5/2023

Governing Body: 09/13/2023

- h. Request for Approval of Amendment No. 4 to Item #19-0341 with Garson Studios Santa Fe, LLC, to Allow Garson to Request All of the Six-Month Holdover Extensions through August 26, 2024. (Lee Logston, Midtown Asset Development Manager: llogston@santafenm.gov)

**Committee Review:**

Finance Committee: 09/05/2023

Governing Body: 09/13/2023

- i. Request for Approval for a Lease Agreement with GCBendito 4, LLC to Continue to Operate a Radio Tower Antenna at the Former Buckman Road Landfill. (Terry Lease, Asset Development Manager: tjlease@santafenm.gov).

**Committee Review:**

Finance Committee: 09/05/2023

Quality of Life Committee: 09/06/2023

Governing Body: 09/13/2023

- j. Request for Approval of Budget Adjustment Resolution (BAR) in the Amount of \$1,768,264 to increase insurance premiums for FY2024. (Melanie Lovato, Risk Manager: mylovato@santafenm.gov)

**Committee Review**

Finance Committee: 09/05/2023

Public Works and Utilities Committee: 09/11/2023

Governing Body Committee: 09/13/2023

- k. Request for Approval of a Good and Services Contract with CamNet in the Total Amount of \$810,942.91 Including NMGRT for the Purchase and Installation of Security Equipment at the Santa Fe Regional Airport. (James Garduno, Project Administrator: jdgarduno@santafdenm.gov, 505-670-3232 and James Harris, Airport Manager: jcharris@santafenm.gov, 505-955-2901)

**Committee Review:**

Finance Committee: 09/05/2023

Public Works and Utilities Committee: 09/11/2023

Governing Body: 09/13/2023

- i. Request for Approval of Contract Change Order No. 1 to Services Agreement Item #21-0552 with Bradbury Stamm Construction, Inc. in the Total Amount of \$1,677,297.56 Including NMGRT and Extension of the Contract Term to March 2024 for Unanticipated Costs for the Construction at Santa Fe Regional Airport. (James Garduno, Project Administrator: [jdgarduno@santafenm.gov](mailto:jdgarduno@santafenm.gov), 505-670-3232 and James Harris, Airport Manager: [jcharris@santafenm.gov](mailto:jcharris@santafenm.gov), 505-955-2901)

**Committee Review:**

Finance Committee: 09/05/2023

Public Works and Utilities Committee: 09/11/2023

Governing Body: 09/13/2023

- m. Request for Approval of a Memorandum of Agreement with Transportation Security Administration (TSA) to Utilize Two Authorized Companies, Vertex and Leidos for the Baggage Scanning Machine Relocation at the Santa Fe Regional Airport. (James Garduno, Project Administrator: [jdgarduno@santafenm.gov](mailto:jdgarduno@santafenm.gov), 505-670-3232 and James Harris, Airport Manager: [jcharris@santafenm.gov](mailto:jcharris@santafenm.gov), 505-955-2901)

**Committee Review:**

Finance Committee: 09/05/2023

Public Works and Utilities Committee: 09/11/2023

Governing Body: 09/13/2023

- n. CONSIDERATION OF A RESOLUTION 2023-\_\_ (Councilwoman Renee Villarreal and Councilor Chris Rivera)  
A Resolution Reconvening the Community Health and Safety Task Force for a Single Meeting for the Purpose of Adopting the Task Force's Final Report and Recommendations. (Julie Sanchez, Youth and Family Division Director, [jjsanchez@santafenm.gov](mailto:jjsanchez@santafenm.gov), 505-955-6678)

**Committee Review:**

Governing Body: (Introduced) 08/09/2023

Quality of Life: 08/16/2023

Public Works: 08/28/2023

Finance Committee: 09/05/2023

Governing Body: 09/13/2023

**7. INTRODUCTIONS**

a. **CONSIDERATION OF RESOLUTION NO. 2023-\_\_\_\_\_.**

A Resolution Authorizing the Sale and Consumption of Alcohol During the Reds and Greens True Bluesfest on October 21, 2023, at Fort Marcy Park, Pursuant to SFCC 1987, Section 23-6.2(C). (Kristine Mihelcic, City Clerk, [kmmihelcic@santafenm.gov](mailto:kmmihelcic@santafenm.gov))

**Committee Review**

Finance Committee (Introduction): 09/05/2023

Quality of Life: 09/06/2023

Governing Body: 09/13/2023

**8. MATTERS FROM STAFF**

**9. MATTERS FROM THE COMMITTEE**

**10. MATTERS FROM THE CHAIR**

**11. NEXT MEETING: Monday, September 18, 2023**

**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.**