



City of Santa Fe

AGENDA

REGULAR MEETING OF
THE FINANCE COMMITTEE
MAY 06, 2024
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 (Emily K. Oster, Finance Director; ekoster@santafenm.gov)
6. **ACTION ITEMS: CONSENT**
 - a.

Request for Approval of the April 22, 2024 Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; ekoster@santafenm.gov)

- b. Request for Approval of the 2024-2025 Annual Action Plan for Submission to the U.S. Department of Housing and Urban Development (HUD) as a Condition to the City's Community Development Block Grant (CDBG). (Cody Minnich, Project Manager, Office of Affordable Housing; cjminnich@santafenm.gov)

Committee Review:

Community Development Commission: 04/17/2024 (Re-Scheduled to 05/02/2024 Due to Lack of Quorum)

Community Development Commission: 05/02/2024

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body (Public Hearing): 05/08/2024

- c. Request for Approval of Amendment No. 1 to Service Agreement Item #23-0350 with Coming Home Connection to Decrease the Number of Individuals Receiving One Time Cleaning Services to Five Individuals at a Reimbursement Rate of \$1,300 Per Person Served. (Julie Sanchez, Youth and Family Service Division Director; jjsanchez@santafenm.gov)

Committee Review

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- d. Request for Approval of Amendment No. 1 to Professional Service Agreement Item #23-0563 with Community Solutions DBA Vincent's Legacy LLC to Extend the Term to June 30, 2025 for Operation of Low Income Housing Units. (Julie Sanchez, Youth and Family Services Division Director; jjsanchez@santafenm.gov)

Committee Review

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- e. Request for Approval of Amendment No. 2 to American Rescue Plan Act (ARPA) Recovery Funds Subrecipient Contract Item #22-0477 with

Santa Fe Community College Early Childhood Center of Excellence to Amend the Compensation Schedule for Early Childcare Job Development Services with No Change to the Total Cost. (Julie Sanchez, Youth and Family Services Division Director; jjsanchez@santafenm.gov)

Committee Review

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- f. Request for Approval to Purchase Three (3) Support Units With Chalmers Ford for the Environmental Services Division in the Total Amount of \$217,987.05.(Lawrence Garcia, ESD Fleet Manager; lmgarcia@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 04/29/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- g. Request for Approval of a Grant Agreement with the New Mexico Department of Transportation for the Buckman Off Highway Vehicle (OHV) Area Maintenance Project for Improvements at La Tierra Open Space in the Amount of \$140,122 Expiring September 30, 2026. (Scott A. Overlie, Parks and Open Space Project Administrator; saoverlie@santafenm.gov).

1. Request for Approval of a Budget Amendment Resolution (BAR) to Budget NMDOT Grant Proceeds of \$119,720 into FY24 Revenue and Move Matching Funds of \$20,402 from FY24 Parks Operating Budget into the Project at La Tierra Open Space.

Committee Review:

Public Works and Utilities Committee: 04/29/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- h. Request for Approval to Purchase Eight (8) 15-Seat Passenger Vans for the Division of Senior Services in the Total Amount of \$546,900.32 from Chalmers Ford. (Manuel Sanchez, Senior Services

Director; mnsanchez@santafenm.gov)

Committee Review:

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- i. Request for Approval to Purchase a Replacement HVAC System for the Genoveva Chavez Community Center Ice Rink for \$430,000 from B&D Industries Inc. (Brian Stinett, Recreation Division Manager; bjstinett@santafenm.gov)
 - 1. Request for Approval of a Budget Amendment Resolution (BAR) to Move \$430,000 from GCCC Fund Balance to Facilities WIP Construction.

Committee Review:

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- j. Request for Approval of Amendment #1 to Contract Item #23-0605 State of New Mexico Aging and Long Term Services Intergovernmental Agreement #24-624-4000-0024 Decreasing the Grant Amount by \$83,000 Resulting in a New Not to Exceed Amount of \$230,120. (Manuel Sanchez, Senior Service Director; mnsanchez@santafenm.gov)
 - 1. Request for Approval of a Budget Amendment Resolution (BAR) Decreasing FY24 Revenue and Expenses for the Community Services Foster Grandparent Program by \$27,000.
 - 2. Request for Approval of a Budget Amendment Resolution (BAR) Decreasing the FY24 Revenue and Expenses for the Community Services Senior Companion Program by \$64,000.
 - 3. Request for Approval of a Budget Amendment Resolution (BAR) Increasing the FY24 Revenue and Expenses for the Community Services Retired Senior Volunteer Programs by \$8,000.

Committee Review:

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- k. Request for Approval of the State of New Mexico Department of Cultural Affairs Fund 89200 Appropriation Project Agreement in the Total Amount of \$345,185.71 With a Reversion Date of June 30, 2026 for the Library Furniture, Fixtures and Resources. (Margaret Neill, Library Division Director; mmneill@santafenm.gov)
 - 1. Request for Approval of Budget Amendment Resolution (BAR) Allocating \$345,186 into FY24 Budget Revenue and Library Books, Furniture and Data Processing Equipment Expenses.

Committee Review:

Quality of Life Committee: 05/01/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- i. Request for Approval of the Reimbursement Certification with the Department of Finance and Administration (DFA) for Appropriation 23-ZH9300 for \$125,000 for Equipment and Training to Improve Arson Investigations with Reversion Date of July 30, 2024. (Sten Johnson, Assistant Fire Chief; sajohnson@santafenm.gov).
 - 1. Request Approval of a Budget Amendment Resolution (BAR) to Allocate DFA Funding in the Amount of \$125,000 into FY24 Revenue and Fire Department Operating Supplies and Equipment Expenses.

Committee Review:

Public Works and Utilities Committee: 04/29/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- m. Request for Approval of the Reimbursement Certification with the Department of Finance and Administration (DFA) for Appropriation 23-ZH9301 for \$75,000 for Sanitization and Deep Cleaning of All Municipal Swimming Pools in Santa Fe with Reversion Date of July 30, 2024. (Brian Stinett, Recreation Division Director: bjstinett@santafenm.gov)
1. Request for Approval of Budget Amendment Resolution (BAR) to Allocate DFA Funding in the Amount of \$75,000 into FY24 Revenue and Repairs & Maintenance – Buildings & Structures Expenses.

Committee Review:

Public Works and Utilities Committee: 04/29/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- n. Request Approval of the Reimbursement Certification with the Department of Finance and Administration (DFA) for Appropriation 23-ZH9298 for \$95,000 for the Purchase of Security Cameras and Systems at Municipal Parks with a Reversion Date of June 30, 2024. (Melissa McDonald, Parks and Open Space Division Director, 505-303-9502)
1. Request Approval of a Budget Amendment Resolution (BAR) to put \$95,000 into FY24 Parks and Open Space Fund Revenue and \$95,000 into FY24 Budget Parks and Open Space Contracts.

Committee Review:

Public Works and Utilities Committee: 04/29/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- o. Request for Approval of Amendment No. 1 to the New Mexico Department of Transportation Aviation Division Grant #SAF-23-03 for the Purpose of Extending the Expiration Date to June 30, 2025. (James Harris, Airport Manager; jcharris@santafenm.gov; Kelly Bynon, Administrative Manager; kabyon@santafenm.gov)

Committee Review:

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- p. Request for Approval of Amendment No. 2 to General Services Contract Item #23-0067 with Nebula Advisors, LLC to Increase the Compensation by \$15,000 for the Remainder of FY24, \$75,000 for FY25 and \$75,000 for FY26 for a New Total Amount of \$223,515.24 for Shopping Cart Removal Services. (Isabella Sharpe, Constituent Services Manager; ilsharpe@santafenm.gov)

Committee Review:

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- q. CONSIDERATION OF BILL NO. 2024-6. ADOPTION OF ORDINANCE 2024_____. (Mayor Alan Webber)

A Bill Relating to the High-End Excise Tax for Affordable Housing; Assigning the Purchaser/Grantee the Responsibility to Attest to Consideration. (Erin K. McSherry, City Attorney; ekmcsherry@santafenm.gov)

Committee Review:

Governing Body (Introduced): 04/10/2024

Governing Body (Public Comment): 04/24/2024

Finance Committee: 05/06/2024

Governing Body (Public Hearing): 05/29/2024

- r. CONSIDERATION OF RESOLUTION NO. 2024_____. (Mayor Alan Webber)

A Resolution Adopting the Fiscal Year 2024/2025 Operating Budget. (Emily Oster, Finance Director; ekoster@santafenm.gov and Andy Hopkins, Budget Officer; ajhopkins@santafenm.gov)

Committee Review:

Governing Body (Introduced): 04/24/2024

Finance Committee (Budget Hearing): 04/29/2024

Finance Committee: 05/06/2024

Governing Body: 05/08/2024

- s.

CONSIDERATION OF RESOLUTION 2024____. (Councilor Alma Castro, Councilor Pilar Faulkner, Councilor Jamie Cassutt, Mayor Alan Webber, and Councilor Carol Romero-Wirth)

A Resolution Calling on the New Mexico Congressional Delegation to Advocate for an Immediate Ceasefire and an End to Violence in Gaza and Israel, for the Safe and Immediate Return of all Innocent Hostages and Unjustly Held Prisoners, for the Immediate Increase and Delivery of Humanitarian Assistance to Gaza; Condemning all Forms of Discrimination, Including Islamophobia, Anti-Semitism, Anti-Palestinian, and Anti-Israeli Bigotry; Encouraging all Residents to Seek, Invite, and Practice Civil Discourse; Expressing Sorrow Over the Loss of Lives and Over the Suffering Endured by Civilians in Gaza and Israel; and Extending Sympathies to Santa Fe Residents Who Have Been Directly Impacted by the On-Going Violence. (Marci Eannarino, Legislation and Policy Innovation Manager; maeannarino@santafenm.gov)

Committee Review:

Governing Body: 04/24/2024

Quality of Life Committee: 05/01/2024

Finance Committee (Referred by Quality of Life Committee): 05/06/2024

Governing Body: 05/08/2024

7. ACTION ITEMS: DISCUSSION

8. INTRODUCTION OF LEGISLATION

CONSIDERATION OF RESOLUTION NO. 2024____. (Councilor Lee Garcia)

A Resolution Adopting the City of Santa Fe's ("City's") Regional Annual Transit Service Plan for Fiscal Year 2024; Approving Reimbursing the North Central Regional Transit District ("NCRTD") Up to \$25,000 for the Mountain Trail 255 Route; Accepting the NCRTD'S Fiscal Year 2024 Proposed Funding of Regional Services Provided by the City of \$1,313,403; and Approving Submitting the City's Regional Annual Transit Service Plan for Fiscal Year 2024 to the NCRTD'S Board of Directors for Approval. (Gabrielle Chavez, Transit Director of Administration; gnchavez@santafenm.gov).

Committee Review:

Finance Committee (Introduced): 05/06/2024

Governing Body: 05/08/2024

9. **EXECUTIVE SESSION**
10. **MATTERS FROM STAFF**
11. **MATTERS FROM THE COMMITTEE**
12. **MATTERS FROM THE CHAIR**
13. **NEXT MEETING: Tuesday, May 28, 2024**
14. **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.