



City of Santa Fe

# AGENDA

REGULAR MEETING OF  
THE FINANCE COMMITTEE  
AUGUST 26, 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. FY 25-26 Internal Audit Program Overview. (Layla Archuleta-Maestas, Deputy City Manager; [lsarchuleta-maestas@santafenm.gov](mailto:lsarchuleta-maestas@santafenm.gov) and Halie Garcia, Moss-Adams; [Halie.Garcia@mossadams.com](mailto:Halie.Garcia@mossadams.com))
  - b. FY 25-26 Risk Management Overview. (Layla Archuleta-Maestas, Deputy

City Manager; Isarchuleta-maestas@santafenm.gov and Halie Garcia, Moss-Adams; Halie.Garcia@mossadams.com)

- c. Benefits Presentation (Alvin Valdez, Benefits and Wellness Supervisor; aavaldez1@santafenm.gov and Bernadette Salazar, Human Resources Director; bjsalazar@santafenm.gov and AON Representative)

6. **ACTION ITEMS: CONSENT**

- a. Request for Approval of the August 12, 2024 Finance Committee Meeting Minutes. (Erminia M. Tapia, Administrative Manager; emtapia@santafenm.gov)
- b. Request for Approval of Amendment No. 1 to Item #22-0541 State of New Mexico Aging and Long-Term Services Department Capital Appropriation Project Grant Agreement to Extend the Term through June 30, 2025 to Plan, Design, Construct, Equip and Furnish the Mary Esther Gonzales Senior Center. (Manuel Sanchez, Senior Services Division Director; mnsanchez@santafenm.gov)

**Committee Review**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- c. Request for Approval of Amendment No. 1 to Item #23-0013 State of New Mexico Aging and Long-Term Services Department Capital Appropriation Project Grant Agreement to Extend the Term through June 30, 2025 to Plan and Design a New Senior Center in Santa Fe. (Manuel Sanchez, Senior Services Division Director; mnsanchez@santafenm.gov)

**Committee Review**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- d. Request for Approval of Amendment No. 1 to Item #22-0514 State of

New Mexico Aging and Long-Term Services Department Capital Appropriation Project Grant Agreement to Extend the Term through June 30, 2025 to Purchase and Equip Vehicles for the Mary Esther Gonzales Senior Center. (Manuel Sanchez, Senior Services Division Director; mnsanchez@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- e. Request for Approval of the State of New Mexico Department of Finance and Administration Capital Appropriation Project Grant Agreement 22-G3017 in the Amount of \$1,100,000 to Improve Infrastructure to Support Redevelopment at Midtown with a Reversion Date of June 30, 2026. (Tim Farrell, Public Works Property Development Manager; tgfarrell@santafenm.gov and Karen Iverson, Metropolitan Redevelopment Director; kriverson@santafenm.gov)
  - 1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$1,100,000 from the 2022 Capital Appropriation to FY25 Revenue and Expenses for the Midtown Redevelopment Project.

**Committee Review:**

Public Works and Utilities Committee: 08/19/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- f. Request for Approval of the State of New Mexico Department of Finance and Administration Capital Appropriation Project Grant Agreement 23-H3203 in the Amount of \$4,900,000 to Improve Infrastructure to Support Redevelopment at Midtown with a Reversion Date of June 30, 2027. (Tim Farrell, Public Works Property Development Manager; tgfarrell@santafenm.gov: Karen Iverson, Metropolitan Redevelopment Director; kriverson@santafenm.gov)
  - 1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$4,900,000 from the 2023 Capital Appropriation to FY25 Revenue and Expenses for the Midtown Redevelopment Project.

**Committee Review:**

Public Works and Utilities Committee: 08/19/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- g. Request for Approval of a Software Contract with Routematch Software, LLC to Provide Scheduling, Tracking, and Planning Software for the Transit Division in the Total Amount of \$231,976.76 Plus NMGRT through November 30, 2025. (Regina Wheeler, Public Works Department Director; rawheeler@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 08/19/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- h. Request for Approval of Disposition/Disposal of Tangible Physical Property in the Total Depreciated Salvage Amount of \$44,311.46 for Approximately 16,048 Books to be Donated to the Correction Facilities of the New Mexico State Penitentiary, the Santa Fe County Detention Center, and the Santa Fe Boys and Girls Club. (Margaret Neill, Library Division Director; mmneill@santafenm.gov; Therese Martinez, Project Administrator; txmartinez@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- i. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$1,500,000 from the General Fund Available Balance to Fund Moving Costs and Necessary Office Modifications to Allow for Relocation of the Planning & Land Use Department Staff from City Hall to the Market Station Offices in the Railyard. (Regina Wheeler, Public Works Department Director; rawheeler@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 08/19/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- j. Request for Approval of a Construction Agreement with Davenport Construction Management, LLC. In the Total Amount of \$4,000,000 for On-Call General Contracting Services for the Santa Fe Regional Airport through June 30, 2027. (James Garduño, Project Manager; [jdgarduno@santafenm.gov](mailto:jdgarduno@santafenm.gov) and James Harris, Airport Manager; [jcharris@santafenm.gov](mailto:jcharris@santafenm.gov))

**Committee Review:**

Public Works and Utilities: 08/19/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- k. Request for Approval of a Budget Amendment Resolution (BAR) increasing FY25 Revenue and Expenses for the NM Agency on Aging, Senior Nutrition Programs in the Total Amount of \$68,000. (Manuel Sanchez, Senior Services Division Director; [mnsanchez@santafenm.gov](mailto:mnsanchez@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- l. Request for Approval of Nutrition Service Incentive Program Sub Award #2024-25-60026-N with North Central New Mexico Economic Development District Non-Metro Area Agency on Aging for Nutrition Congregate and Home Delivered Meals Provided Under Title IIIC of the Older Americans Act in the Total Amount of \$115,292 Through June 30, 2025. (Manuel Sanchez, Senior Services Division Director; [mnsanchez@santafenm.gov](mailto:mnsanchez@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- m. Request for Approval of Title III Federal and State Sub-Award #2024-25-60026 with North Central New Mexico Economic Development District Non-Metro Area Agency on Aging for Services Determined by the Agency to be Satisfactorily Provided Under Title III B of the Older Americans Act in the Total Amount of \$850,443.93 through June 30, 2025. (Manuel Sanchez, Division of Senior Services Director; mnsanchez@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- n. Request for Approval of Intergovernmental Agreement with the State of New Mexico Aging and Long-Term Services Department for Providing Volunteer Services for the Division of Senior Services Volunteer Programs in the Total Amount of \$313,120 through June 30, 2025. (Theresa Trujillo, Volunteer Program Manager; tptrujillo@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- o. Request for Approval of State of New Mexico Department of Finance and Administration Capital Appropriation Project Agreement in the Amount of \$100,000 for the Harrison Road Sidewalk and Lighting Improvements Project with a Reversion Date of June 30, 2026. (Romella Glorioso-Moss, Complete Streets Capital Projects Manger; rsglorioso-moss@santafenm.gov)

- 1. Request for Approval of Budget Amendment Resolution (BAR) to Budget \$100,000 into FY 25 Revenue and Expenses for the Harrison Road Sidewalk and Lighting Improvements Project.

**Committee Review:**

Public Works & Utilities Committee: 08/19/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- p. Request for Approval of Professional Services Agreement with Bohannan Huston Inc. to Provide On-Call General Engineering Services in an Amount Not to Exceed \$5,409,375 Including NMGRT for Four Years. (Romella Glorioso-Moss, Complete Streets Capital Projects Manager, rsglorioso-moss@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 08/19/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- q. Request for Approval of the First Amendment to Item #23-0459 Cooperative Project Agreement – Construction Work Control No. S100770 with New Mexico Department of Transportation for the Tierra Contenta Trail Extension to Extend the Term through December 30, 2025. (Romella Glorioso-Moss, Complete Streets Capital Projects Manager, rsglorioso-moss@santafenm.gov)

**Committee Review:**

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- r. Request for Approval of Amendment No. 1 to Increase the Original Contract Amount with Arthur J. Gallagher Brokerage Services to Reflect Current Insurance Premiums in the Amount of \$4,372,167.27 for Fiscal Year 2025 and \$8,819,805.37 for Previous Years. (Melanie Lovato, Risk Manager; mylovato@santafenm.gov)

**Committee Review:**

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- s. Request for the Approval of Amendment No. 1 to Item #24-0255 City-Wide Price Agreement with Safeware, Inc. in the Total Amount of \$1,000,000.00 for Public Safety, Preparedness, Safety Equipment & Solutions to Amend the Compensation Terms in the Contract, Specifying that Payment Will Depend on Budget Availability at the Time of Purchase. (Travis Dutton-Leyda, Chief Procurement Officer; tkduttonleyda@santafenm.gov)

**Committee Review:**

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- t. Request for Approval of a Construction Services Contract with Davenport Construction Management, LLC to Demolish the Pedestrian Footbridge at Closson St. for an Amount Not to Exceed \$219,753 Inclusive of NMGRT. (Scott Overlie, Parks and Open Space Project Administrator; saoverlie@santafenm.gov)
  - 1. Request for Approval of a Budget Adjustment Resolution (BAR) for \$219,753 from ½% GRT Infrastructure Reserves for Emergency Repairs to Parks WIP Construction.

**Committee Review:**

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- u. CONSIDERATION OF RESOLUTION 2024-\_\_\_\_. (Councilor Signe Lindell)  
A Resolution Approving a Public Fireworks Display During the Burning of Zozobra Celebration on August 30, 2024, and, if Necessary for Proper Disposal, the Discharge of Unused Fireworks on August 31, 2024. (Geronimo Griego, Fire Marshal; gggriego@santafenm.gov)

**Committee Review:**

Governing Body: 08/14/2024

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 08/28/2024

- v. CONSIDERATION OF BILL 2024-24. ADOPTION OF ORDINANCE NO. 2024-\_\_\_\_. (Councilor Carol Romero-Wirth)  
A Resolution Relating to House Bill 139, Adopted During the 2023 Regular Session; Amending Section 1-3.2 SFCC 1987 to Remove Text About the Corrections Fee, Judicial Education Fee, Court Automation Fee, and Substance Abuse Fee, Consistent with the Repeal of Sections 31-12-8 and 34-14-11 NMSA 1978; and Amending Section 12-6-12.2 of

the Uniform Traffic Ordinance, to Remove Text About the DWI Prevention Fee and the Crime Laboratory Fee, Consistent with the Repeal of Section 31-12-7 NMSA 1978. (Christine M. Spiers, Legislation and Policy Innovation Assistant; cmspiers@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 07/31/2024

Governing Body (Public Comment): 08/14/2024

Quality of Life Committee: 08/21/2024

Finance Committee: 08/26/2024

Governing Body: 09/11/2024

7. **ACTION ITEMS: DISCUSSION**
8. **EXECUTIVE SESSION**
9. **MATTERS FROM STAFF**
10. **MATTERS FROM THE COMMITTEE**
11. **MATTERS FROM THE CHAIR**
12. **NEXT MEETING: Monday, September 9, 2024**
13. **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.**