



# MINUTES

REGULAR MEETING OF  
THE FINANCE COMMITTEE  
JULY 29, 2024  
5:00 PM  
COUNCIL CHAMBERS  
CITY HALL  
200 LINCOLN AVENUE

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## 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**

**Members Present:**

Chair Carol Romero-Wirth  
Councilor Signe Lindell  
Councilor Jamie Cassutt  
Councilor Pilar Faulkner  
Councilor Lee Garcia

**Members Excused:**

None

**Others Attending:**

Emily Oster, Finance Director

3. **APPROVAL OF AGENDA**

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the Agenda as presented.

**VOTE:** The motion was approved on the following Roll Call vote:



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**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

## 4. APPROVAL OF CONSENT AGENDA

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the Consent Agenda as amended. Item e, Item l, and Item n were pulled for discussion.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

## 5. PRESENTATION

## 6. ACTION ITEMS: CONSENT

- a. Request for Approval of the July 08, 2024 Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov))

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the minutes as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia



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**Against:** None

**Abstain:** None

- b. Request for Approval of a Lease Agreement with Vital Spaces, Inc., to Lease a Portion of the SW Annex Building at Fogleson Library at 1600 St. Michael's Drive in the Total Amount of \$15,000 for 12 Months. (Karen Iverson, Metropolitan Redevelopment Director; kriverson@santafenm.gov).

**Committee Review:**

Quality of Life Committee: 07/24/2024 **NOT HEARD DUE TO MEETING CANCELLATION**

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the lease as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None



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- c. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$95,000 from Water Enterprise Fund to Water Remodeling and Replacement to Modify Office Space at 801 W. San Mateo. (Jesse Roach, Water Division Director; jdroach@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the budget amendment resolution (BAR) as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- d. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$114,369 from the Water Enterprise Fund Cash Balance to the Water Utility Share Payment for Buckman Direct Diversion. (Jesse Roach, Water Division Director; jdroach@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the budget amendment resolution (BAR) as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt,



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Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- e. Request for Approval of Amendment No. 2 to Item #23-0493, Exclusive Negotiation Agreement with Midtown Santa Fe Productions QOF, LLC, to Extend the Term through December 16, 2024 to Negotiate Terms for Land and Building Disposition and Development of the Midtown Production Studios Lot Pursuant to the City's Request for Proposals. (Karen Iverson, Metropolitan Redevelopment Director; kriverson@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 07/24/2024 **NOT HEARD DUE TO MEETING CANCELLATION**

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Faulkner, to approve the contract amendment as presented on Discussion.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- f. Request for Approval of Professional Services Agreement with AECOM Technical Services Inc. to Provide On-Call General Engineering Services in an Amount Not to Exceed \$5,409,375 Inclusive of NMGRT for Four Years. (Romella Glorioso-Moss, Capital Projects Manager; rsglorioso-



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moss@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the contract as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- g. Request for Approval of Professional Services Agreement with Wilson & Co. Inc., Engineers and Architects to Provide On-Call General Engineering Services in an Amount Not to Exceed \$5,409,375 Inclusive of NMGRT for Four Years. (Romella Glorioso-Moss, Capital Projects Manager; rsglorioso-moss@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the contract as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None



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**Abstain:** None

- h. Request for Approval of a New Mexico Department of Finance and Administration Capital Appropriation Grant 23-H3205 in the Amount of \$650,000 for Pickleball Courts at Ft. Marcy Park with a Reversion Date of June 30, 2027. (Scott A. Overlie, Parks and Open Space Project Administrator; saoverlie@santafenm.gov)
1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate the DFA Funding in the Amount of \$650,000 into FY25 Revenue and Parks and Trails WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the grant as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- i. Request for Approval of a New Mexico Department of Finance and Administration Capital Appropriation Grant 23-H3207 in the Amount of \$350,000 for New Signage at Water History Park with a Reversion Date of June 30, 2027. (Scott A. Overlie, Parks and Open Space Project Administrator; saoverlie@santafenm.gov)
1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate the DFA Funding in the Amount of \$350,000 into



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FY25 Revenue and Parks and Trails WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the grant as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- j. Request for Approval of a New Mexico Department of Finance and Administration Capital Appropriation Grant 23-H3204 in the Amount of \$50,000 for Multipurpose Artificial Turf Fields at the Municipal Recreation Complex with a Reversion Date of June 30, 2027. (Scott A Overlie, Parks and Open Space Project Administrator; saoverlie@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate NM DFA Funding in the Amount of \$50,000 Into FY25 Revenue and MRC WIP Construction.

**Committee Review:**

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the grant as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:



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**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- k. Request for Approval of General Services Contract with Systems Design West, LLC to Provide Billing Services for Fire Department Ambulance Transports in the Total Amount of \$1,200,000 for a Four Year Term. (Brian Moya, Fire Chief; bjmoya@santafenm.gov : Sten Johnson, Assistant Fire Chief; sajohnson@santafenm.gov)

**Committee Review:**

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the purchase as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- l. Request for Approval of a Professional Services Contract with Interfaith Community Shelter, LLC for Fiscal Sponsorship and Oversight of Operations of Consuelo's Place Emergency Non-Congregate Shelter in a Total Amount Not to Exceed \$750,000 Including NMGRT through June 30, 2025. (Kristen Woods, Youth and Family Services Program Manager; krwoods@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 07/24/2024 **NOT HEARD DUE TO MEETING**



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## **CANCELLATION**

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Faulkner, to approve the contract as presented on Discussion.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None

**Abstain:** None

- m. CONSIDERATION OF RESOLUTION 2024-\_\_\_\_\_. (Mayor Alan Webber)  
A Resolution Approving Budget Amendments and Associated New Mexico Department of Finance and Administration/Local Government Division Schedules Summarizing the Fourth Quarter Amendments and Requesting Department of Finance Authority Approval of Fourth Quarter Budget Amendments for Fiscal Year 2024. (Andy Hopkins, Budget Officer; ajhopkins@santafenm.gov)

## **Committee Review:**

Public Works and Utilities Committee (Introduced): 07/22/2024

Quality of Life Committee: 07/24/2024 **NOT HEARD DUE TO MEETING**

## **CANCELLATION**

Finance Committee: 07/29/2024

Governing Body: 07/31/2024

**MOTION:** Councilor Cassutt moved, seconded by Councilor Lindell, to approve the resolution as presented on Consent.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia



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**Against:** None

**Abstain:** None

- n. CONSIDERATION OF BILL NO. 2024-8. ADOPTION OF ORDINANCE NO. 2024-\_\_\_\_. ( Councilor Amanda Chavez and Councilor Carol Romero-Wirth)

A Bill Authorizing the City of Santa Fe (“Borrower”) to Enter into a Loan Agreement with the New Mexico Environment Department (“NMED”) for the Purpose of Obtaining Project Loan Funds in the Principal Amount of \$151 Million, Plus Accrued Interest; Designating the Use of the Funds for the Purpose Defined in the Most Current Project Description Form as Approved by NMED; Declaring the Necessity for the Loan; Providing that the Loan will be Payable and Collectible Solely from the Borrower’s Pledged Revenues Defined Below; Prescribing other Details Concerning the Loan and the Security for that Purpose. (Jesse Roach, Water Division Director; jdroach@santafenm.gov, Michael Dozier, Waste Water Division Director; mldozier@santafenm.gov and Deborah Trujillo, Environmental Services Division Interim Director; dctrujillo@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 06/26/2024

Governing Body (Public Comment): 07/10/2024 (**NOT HEARD DUE TO POWER OUTAGE**)

Governing Body (Public Comment): 07/17/2024

Public Works and Utilities Committee: 07/22/2024

Finance Committee: 07/29/2024

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

**MOTION:** Councilor Cassutt moved, seconded by Councilor Faulkner, to approve the bill as presented on Discussion.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Chair Romero-Wirth, Councilor Lindell, Councilor Cassutt, Councilor Faulkner, Councilor Garcia

**Against:** None



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**Abstain:** None

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, August 12, 2024**
13. **ADJOURN**

*Erminia Tapia*

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Liaison

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Chair