

**Regular Meeting of the Finance Committee
August 25, 2025 at 5:00 PM
Council Chambers, City Hall
200 Lincoln Avenue
MINUTES**

1. Call to Order

The Regular Meeting of the Finance Committee was called to order by Councilor Romero-Wirth at 5:01 PM, on Monday, August 25, 2025, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

MEMBERS PRESENT

Councilor Carol Romero-Wirth
Councilor Signe Lindell
Councilor Jamie Cassutt
Councilor Lee Garcia

MEMBERS EXCUSED

Councilor Pilar Faulkner

OTHER PARTICIPANTS ATTENDING

Emily Oster, Director, Finance Department

3. Approval of Agenda

MOTION A motion was made by Councilor Lindell, seconded by Councilor Cassutt, to Approve.

VOTE The motion Passed on a voice vote.

4. Approval of Consent Agenda

MOTION A motion was made by Councilor Cassutt, seconded by Councilor Lindell, to Amend.

VOTE The motion Passed on a voice vote.

The following items were pulled for discussion:

- Item e
- Item k
- Item r

5. Presentations

- a. Finance Department Staff Recognition. (Emily K. Oster, Finance

Director; ekoster@santafenm.gov)

- b. City of Santa Fe Introductions and Investment Strategy. (Deanne Woodring, President and Senior Advisor with Government Portfolio Advisors, deanne@gpafixedincome.com)

6. Action Items: Consent Agenda

- a. Request for Approval of the August 11, 2025, Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; ekoster@santafenm.gov)

Committee Review:

Finance Committee: 08/25/2025

Approved on Consent.

- b. Request for Approval of Budget Amendment Resolution (BAR) in the Total Amount of \$244,838 to Re-Appropriate One-Time Funding from FY25 to FY26 for Security Services. (Randy Randall, TSF Executive Director; rrandall@santafenm.gov).

Committee Review:

Quality of Life Committee: 08/20/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- c. Request for Approval of Amendment No. 1 to Item #24-0436 Professional Services Contract with Woven Architecture, LLC. to Increase Compensation by \$153,426 for a New Amount of \$210,885.57 Including NMGRT and to Extend the Term to June 30, 2026 for Phase Two of the Santa Fe Community Convention Center Terrace Remodel Design. (Randy Randall, TSF Executive Director; rrandall@santafenm.gov).

Committee Review:

Public Works & Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/25/2025

Approved on Consent.

- d. Request for Approval of Capital Appropriation Project 24-I3143 with New Mexico Department of Finance and Administration in the Total Amount of \$400,000 for Permanent and Transitional Housing to End Homelessness with a Reversion Date of June 30, 2028. (Sam Burnett, Facilities Division Director; jsburnett@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$400,000 to Allocate Grant Proceeds to Community Health and

Safety Revenue and WIP Construction.

Committee Review:

Public Works and Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- e. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$78,285 to Re-Appropriate the Midtown Redevelopment Agency's Unused One-Time Funding Balance from the FY25 Budget to FY26 to Support the Implementation of Policies, Create Art Installations and Host Events at Midtown. (Loretta Olguin, Business Operations Manager; lsolguin@santafenm.gov)

Committee Review:

Quality of Life Committee: 08/20/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

MOTION A motion was made by Councilor Cassutt, seconded by Councilor Lindell, to Approve.

VOTE The motion Passed on a roll call vote.

- f. Request for Approval of a Memorandum of Understanding with Headwater Economics, Inc., a Montana Nonprofit Corporation for Community Planning Assistance for Wildfire Program. (Geronimo Griego, Fire Marshal; gggriego@santafenm.gov)

Committee Review:

Quality of Life Committee: 8/20/2025

Finance Committee: 8/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- g. Request for Approval of Memorandum of Agreement with the New Mexico Health Care Authority in the Amount of \$583,620.26 for the Purpose of Participation in the NM Ambulance Supplemental Payment Program with a Return Revenue of \$2,094,456.35 from the Federal Medicaid Program. (Sten Johnson, Assistance Fire Chief; sajohnson@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$583,620.26 to Increase Fire Emergency Services Miscellaneous Expenses.

Committee Review:

Quality of Life Committee: 08/20/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- h. Request of Approval of a Professional Services Contract with HDR, Inc. for Hydraulic Modeling Engineering Services in the Total Amount of \$420,560.65 Including NMGRT for a Four-Year Term. (Clinton Peterson, Engineer; cdpeterson@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$420,561 from the Water Enterprise Fund to WIP Design.

Committee Review:

Public Works & Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- i. Request for Approval of Amendment No. 1 to Professional Services Contract Item #23-0513 with Carollo Engineers to Remove Fiscal Year Compensation Amount Limits and Change the Total Contract Amount to \$8,000,000 Including NMGRT for On-Call Engineering Services. (John Del Mar, Engineer, jpdelmar@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- j. Request for Approval of a Construction Contract with AAC Construction, LLC for On-Call Equipment Replacement, Repair and Installation Services in the Total Amount of \$8,655,000 Including NMGRT for a Four-Year Term. (P. Fred Heerbrandt, P.E.; pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$2,163,750 from the Wastewater Enterprise Fund to WIP Construction.

Committee Review:

Public Works and Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- k. Request for Approval of Exhibit A to Master Lease Agreement with Document Solutions, Inc. to Lease Equipment in the Total Amount of \$861,630.60 through June 30, 2026. (Eric Candelaria, ITT Department Director; edcandelaria@santafenm.gov)

Committee Review:

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

MOTION A motion was made by Councilor Lindell, seconded by Councilor Cassutt, to Approve.

VOTE The motion Passed on a roll call vote.

- I. Request for Approval of a Construction Contract with AnchorBuilt, Inc. for On-Call Equipment Replacement, Repair and Installation Services in the Total Amount of \$8,655,000 Including NMGRT for a Four-Year Term. (P. Fred Heerbrandt, P.E.; pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$2,163,750 from the Wastewater Enterprise Fund to WIP Construction.

Committee Review:

Public Works and Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- m. Request for Approval of a Professional Services Contract with ITConnect for On-Call Telecommunications and Network Engineering Services in the Total Amount of \$649,125 for a Four-Year Term. (P. Fred Heerbrandt, P.E.; pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$649,125 from the Wastewater Enterprise Fund to WIP Construction.

Committee Review:

Public Works and Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

- n. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$540,398 from Water Enterprise Fund Cash Balance to WIP Construction for City-Wide Water Utility Construction and Repair. (Bill Huey, Engineer; bchuey@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 08/18/2025

Finance Committee: 08/25/2025
Governing Body: 08/27/2025

Approved on Consent.

- o. Request for Approval of a Budget Amendment Resolution (BAR) from Water Enterprise Fund Cash Balance to WIP Construction in the Total Amount of \$3,000,000 for Priority Line Replacement. (Bill Huey, Engineer; bchuey@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 08/18/2025
Finance Committee: 08/25/2025
Governing Body: 08/27/2025

Approved on Consent.

- p. Request for Approval of a Professional Service Contract with Wunderlich-Malec Systems for On-Call SCADA and Controls Engineering Services in the Total Amount of \$346,200 Including NMGRT for a Four-Year Term. (P. Fred Heerbrandt, P.E.; pfheerbrandt@santafenm.gov)

- 1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$346,200 from the Wastewater Enterprise Fund to WIP Construction.

Committee Review:

Public Works and Utilities Committee: 08/18/2025
Finance Committee: 08/25/2025
Governing Body: 08/27/2025

Approved on Consent.

- q. Request for Approval of a Title III Federal and State Sub-Award # 2025-26-60026 for Services with North Central New Mexico Economic Development District Non-Metro Area Agency on Aging in Home Support, Transportation, Nutrition, in the Total Amount of \$737,207.56 through June 30, 2026. (Manuel Sanchez Senior Services Director; mnsanchez@santafenm.gov)

Committee Review:

Quality of Life: 08/20/2025
Finance Committee: 08/25/2025
Governing Body: 08/27/2025

Approved on Consent.

- r. CONSIDERATION OF RESOLUTION NO.2025-_____. (Councilor Carol Romero-Wirth, Councilor Jamie Cassutt, Councilor Pilar Faulkner, and Mayor Alan Webber)
A Resolution Adopting Improvements to the Budget Process for the Fiscal Year 2026/2027 Annual Operating Budget. (Rod Gould, Senior Advisor and Public Engagement Coordinator; rsgould@santafenm.gov and Emily K. Oster,

Finance Director; ekoster@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/13/2025

Quality of Life Committee:08/20/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

MOTION A motion was made by Councilor Lindell, seconded by Councilor Cassutt, to Approve.

VOTE The motion Passed on a roll call vote.

- s. CONSIDERATION OF RESOLUTION NO.2025-_____. (Councilor Carol Romero-Wirth and Councilor Jamie Cassutt)
A Resolution Directing the City Manager to Work with the Santa Fe River Commission and Relevant City of Santa Fe Staff to Analyze and, if Feasible, Re-Establish River Flows Through the Predevelopment Path of the Santa Fe River from below Nichols Reservoir to Cerro Gordo Road; Contract for a Comprehensive Engineering Analysis of the Two Mile Pond Complex; Design and Establish New Infrastructure as Needed; Collaborate with Stakeholders to Determine the Most Appropriate Long-Term Condition for the River Corridor; and Provide Public Education about the Santa Fe River Target Flow Ordinance. (Zoe Isaacson, River and Watershed Manager; zrisaacson@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/13/2025

Public Works and Utilities Committee:08/18/2025

Finance Committee: 08/25/2025

Governing Body: 08/27/2025

Approved on Consent.

7. Action Items: Discussion Agenda
8. Matters from Staff
9. Matters from the Committee
10. Matters from the Chair
11. Next Meeting: Monday, September 8, 2025
12. Adjourn

Meeting Adjourned at 5:30 P.M.

ERMINIA TAPIA

Liaison



Chair







Finance Committee Meeting Minutes 08.25.25 (1)

Final Audit Report

2025-10-04

Created:	2025-10-03
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"Finance Committee Meeting Minutes 08.25.25 (1)" History

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2025-10-04 - 2:39:26 PM GMT- IP address: 38.52.60.51
-  Signer cromero-wirth@santafenm.gov entered name at signing as Carol Romero-Wirth
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