

**Regular Meeting of the Finance Committee
September 8, 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 5:00 PM, on Monday, September 8, 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 Pilar Faulkner

MEMBERS EXCUSED

Councilor Lee Garcia

OTHER PARTICIPANTS ATTENDING

Emily Oster, Director, Finance Department

3. Approval of Agenda

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

VOTE The motion Passed on a voice vote.

Item u postponed to a certain date to Quality of Life Committee on September 17, 2025 and Finance Committee on September 22, 2025.

4. Approval of Consent Agenda

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

VOTE The motion Passed on a voice vote.

The following items were pulled for discussion:

- Item c
- Item i
- Item s
- Item t

- Item v

5. Presentations

- a. Finance Department Staff Recognition. (Emily K. Oster, Finance Director; ekoster@santafenm.gov)

6. Action Items: Consent Agenda

- a. Request for Approval of the August 25, 2025, Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; ekoster@santafenm.gov)

Committee Review:

Finance Committee: 09/08/2025

Approved on Consent.

- b. Request for Approval of a Grant Agreement with the New Mexico Department of Finance and Administration via the New Mexico Match Fund in the Total Amount of \$4,018,120 to Match the Section 5307 Operating Assistance Federal Transit Administration Grant. (Gabrielle Chavez, Transit Director of Administration: gnchavez@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate Proceeds from the New Mexico Match Fund Grant in the Amount of \$2,012,231 to FY25 and FY26 Transit Revenue.

Committee Review

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- c. Request for Approval of a Professional Services Contract with Mountain River Consulting, Inc. in the Total Amount of \$1,244,156.25 Including NMGRT for Application Support, Technical Support for Data Conversion & CIS Interfaces to Update the Billing System for a Two-Year Term. (Nancy Jimenez, Public Utilities Admin, Billing and Customer Service Division Director; nljimenez@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

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

VOTE The motion Passed on a roll call vote.

- d. Request for Approval of Amendment No.1 to Item #25-0090 with Pure Operations LLC to Increase Compensation by \$1,477,688 for a New Total Amount of \$1,926,888, and Extend the Term through June 30, 2030, for Managing Large Distribution Meters Ranging in Size from 2" to 10". (Randy Lopez, Transmission & Distribution Supervisor; rjlopez@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- e. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$845,551 to Re-Appropriate FY25 ERP Funding to FY26 ERP Other Consulting. (Emily K. Oster, Finance Director; ekoster@santafenm.gov)

Committee Review:

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- f. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$3,683,246 from the 1/2% Capital GRT Fund to CIP Special Projects Fund for Appropriation of ERP Funds for FY26. (Eric Candelaria, ITT Department Director; edcandelaria@santafenm.gov).

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- g. Request for Approval of an On-Call Construction Contract with AAC Construction, Inc. for Sewer Collection System Repair, Replacement, and Extension in the Total Amount of \$4,327,500 Including NMGRT for a Four-Year Term. (P. Fred Heerbrandt, P.E., Engineer Supervisor; pfheerbrandt@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,081,875 from the Wastewater Enterprise Fund to WIP Construction.

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- h. Request for Approval to Purchase and Install a Headworks Generator at the Paseo Real Wastewater Treatment Plant from Wagner Equipment Company in the Total Amount of \$1,319,302.21 Including NMGRT. (Leroy Alvarado, Operations Superintendent; lmalvarado@santafenm.gov)
 - 1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,319,303 from the Wastewater Enterprise Fund to Equipment and Machinery.

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- i. Request of Approval of a Construction Contract with Bradbury Stamm Construction for Construction Services at the Canyon Road Water Treatment Plant in the Total Amount of \$23,673,913.31 Including NMGRT through December 31, 2028. (Clinton Peterson, Engineer; cdpeterson@santafenm.gov)
 - 1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$12,000,000 from the Water Enterprise Fund to WIP Construction.

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

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

VOTE The motion Passed on a roll call vote.

- j. Request for Approval to Accept the New Mexico Department of Transportation Aviation Division Grant # SAF-26-01 in the Amount of \$1,000,000 for Rural Air Service Enhancement. (Paulette Ortiz, Grants Administrator; pkortiz@santafenm.gov)
 - 1. Request For Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,000,000 to Increase Grants and Services Using New Mexico Department of Transportation Aviation Division Funding for the Rural Air Service Enhancement.

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- k. Request for Approval of U.S. Department of Transportation Federal Aviation Administration Grant # 3- 35-0037-066-2025 in the Amount of \$90,193 for Funding the Rehabilitation of Taxiway F- Design. (Paulette Ortiz, Grants Administrator; pkortiz@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$90,193 to Increase WIP Design Using U.S. Department of Transportation Federal Aviation Administration Funding for the Rehabilitation of Taxiway F- Design.

Committee Review:

Public Works and Utilities Committee 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- l. Request for Approval of a Construction Contract with GME General Building LLC in an Amount Not to Exceed \$5,500,000 Including NMGRT for On-Call Small Roadway, Trail and Sidewalk Construction for a Ten-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- m. Request for Approval of a Construction Contract with GM Emulsion, LLC in an Amount Not to Exceed \$5,500,000 Including NMGRT for On-Call Small Roadway, Trail and Sidewalk Construction for a Ten-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- n. Request for Approval of a Construction Contract with EMCO of Santa Fe in an

Amount Not to Exceed \$5,500,000 Including NMGRT for On-Call Small Roadway, Trail and Sidewalk Construction for a Ten-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- o. Request for Approval of a Construction Contract with Jaypen Construction LLC in an Amount Not to Exceed \$5,500,000 Including NMGRT for On-Call Small Roadway, Trail and Sidewalk Construction for a Ten-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- p. Request for Approval of a Construction Contract with JDR & Associates in an Amount Not to Exceed \$5,500,000 Including NMGRT for On-Call Small Roadway, Trail and Sidewalk Construction for a Ten-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 09/02/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- q. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$224,394 to Re-Appropriate Agency's Unused One-Time Funding from the FY25 Budget to FY26 to Support Wildfire Detection and Planning. (Kyle Morgan, Emergency Interim Director; klmorgan@santafenm.gov)

Committee Review:

Quality of Life Committee: 09/03/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- r. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$251,110 to Re-Appropriate Agency's Unused One-Time Funding from the FY25 Budget to FY26 to Support Vehicle Barriers. (Kyle Morgan,

Emergency Interim Director; klmorgan@santafenm.gov)

Committee Review:

Quality of Life Committee: 09/03/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

Approved on Consent.

- s. Request for Approval of an Air Service Agreement with American Airlines for Air Service to Los Angeles International Airport through October 24, 2026, in Exchange for the City Making Direct Payments Not to Exceed \$1,800,000 to Compensate for Revenue Shortfalls from Underfilled Flights, Using, in Part, New Mexico Rural Air Service Enhancement Grant SAF-26-01, and Waiving Fees Estimated at a Value of \$142,387. (James Garduno, Airport Project Manager; jdgarduno@santafenm.gov)

Committee Review:

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

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

VOTE The motion Passed on a roll call vote.

- t. Request for Approval of the Fiscal Year 2026 Revised Internal Audit Plan. (Andrea K. Phillips, Deputy City Manager; akphillips@santafenm.gov and Halie Garcia, Baker Tilly; halie.garcia@bakertilly.com)

Committee Review:

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

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

VOTE The motion Passed on a roll call vote.

- u. CONSIDERATION OF RESOLUTION NO. 2025-____. (Councilor Jamie Cassutt, Councilor Pilar Faulkner, and Councilor Alma Casto)
A Resolution Convening a Charter Review Commission No Later than April of 2026 to Consider Mayor and City Councilor Powers. (Marci Eannarino, Legislation and Policy Innovation Manager; maeannarino@santafenm.gov, Palmer Anderson, Policy Analyst; pcanderson@santafenm.gov, and Christine Spiers, Legislative Assistant; cmspiers@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/27/2025

Public Works and Utilities Committee: 09/02/2025
Quality of Life Committee: 09/03/2025 *POSTPONED TO 09/17/2025*
~~Finance Committee: 09/08/2025 *POSTPONED TO 09/22/2025*~~
~~Governing Body: 09/10/2025 *POSTPONED TO 09/24/2025*~~
Quality of Life Committee: 09/17/2025
Finance Committee: 09/22/2025
Governing Body: 09/24/2025

Item u postponed to a certain date to Quality of Life Committee on September 17, 2025 and Finance Committee on September 22, 2025.

- v. 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 Postponed to a Date Certain
Quality of Life Committee : 09/03/2025
Finance Committee: 09/08/2025
Governing Body: 09/10/2025

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

VOTE The motion Passed on a roll call vote.

- 7. Action Items: Discussion Agenda
- 8. Matters from Staff
- 9. Matters from the Committee
- 10. Matters from the Chair
- 11. Next Meeting: Monday, September 22, 2025
- 12. Adjourn

Meeting Adjourned at 6:20 P.M.

ERMINIA TAPIA

Liaison



Chair








Finance Committee Meeting Minutes 9.08.2025

Final Audit Report

2025-10-10

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|-----------------|--|
| Created: | 2025-10-08 |
| By: | ERMINIA TAPIA (emtapia@santafenm.gov) |
| Status: | Signed |
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