



**Agenda**      **Regular Meeting of the Finance  
Committee**  
**December 9, 2024 at 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 view the meeting through the Government Channel on Comcast Channel 28 and Comcast HD928 or may stream the meeting live on the [City of Santa Fe's YouTube channel](#). The YouTube livestream can be accessed from most smartphones, tablets, or computers.

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. Presentations
  - a. Finance Staff Recognition (Emily K. Oster, Finance Director: [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov)) - ,
  - b. City of Santa Fe Citywide Internal Controls Review. (Chelsea Ritchie, [chelsea.ritchie@mossadams.com](mailto:chelsea.ritchie@mossadams.com), 505-837-7664)
  - c. Paseo Real Water Reclamation Facility Master Plan Update. (John Rehring, Carollo Engineers and Jason Mumm, Principal, FCS Group: [JasonM@fcsgroup.com](mailto:JasonM@fcsgroup.com)) - ,
6. Action Items: Consent Agenda
  - a. Request for Approval of Amendment No. 5 to Amended and Restated Lease Agreement Item #19-0872 with Santa Fe Recovery Center, Inc. for Buildings at 1600 S. St. Michael's Dr. to Extend the Term of the Lease for King Hall to September 1, 2025, and the Term of the Lease for the Student Apartments to February 1, 2025. (Daniel Hernandez, Director, Metropolitan Redevelopment Agency; [dahernandez@santafenm.gov](mailto:dahernandez@santafenm.gov))

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024  
Quality of Life Committee: 12/04/2024  
Finance Committee: 12/09/2024  
Governing Body: 12/11/2024 -

- b. Request for Approval of a Permanent Access Easement to Grand Prix De Santa Fe, LLC, as Grantee, in Exchange for the Amount of \$39,000 as Compensation to the City. (James Harris, Santa Fe Regional Airport Director: jcharris@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 11/18/2024  
Airport Advisory Board: 12/5/2024  
Finance Committee: 12/09/2024  
Governing Body: 12/11/2024 -

**Committee Review:**

- c. Request for Approval of a Grant Agreement with the New Mexico Department of Transportation to Fund the End Driving While Impaired Project, Buckle Up, Click it or Ticket Project, and Selective Traffic Enforcement Program, Summer Enforcement Period Project in the Total Amount of \$82,835 through September 30, 2025. (Amanda Montano, Police Captain: admontano@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution in the Total Amount of \$82,835 from the New Mexico Department of Transportation Fund – State Grants to the Police Overtime Fund.

**Committee Review:**

Quality of Life Committee: 11/20/2024  
Finance Committee: 12/09/2024  
Governing Body Committee: 12/11/2024  
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**Committee Review:**

- d. Request for Approval of the New Mexico Department of Finance & Administration Certification for Allocation 23-ZH5048-81-2, Year 2 in the Amount of \$187,500 for the Hiring of Law Enforcement/Support Positions at the Santa Fe Police Department through June 30, 2025, with Funds Allocated Over a Three Year Period. (Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov).

1. Request for Approval of a Budget Amendment Resolution in the Total Amount of \$187,500 from the New Mexico Department of Finance and Administration Fund to the Police Salaries Fund.

**Committee Review:**

Public Safety Committee: 11/19/2024  
Quality of Life Committee: 11/20/2024  
Finance Committee: 12/09/2024  
Governing Body Committee: 12/11/2024 - ,

- e. Request for Approval of the New Mexico Department of Finance and Administration Grant

Agreement #24-13023 for the Purchase and Installation of Equipment, in the Total Amount of \$250,000 through June 30, 2026. (Ben Valdez, Deputy Chief of Police: bpvaldez@santafenm.gov)

1. Request for the Approval of a Budget Amendment Resolution (BAR) in the Amount of \$250,000 from the New Mexico Department of Finance and Administration -24-13023 Police Equipment Grant to the Police Revenue and Expenses for Equipment & Machinery.

**Committee Review:**

Quality of Life Committee: 11/20/2024

Finance Committee: 12/09/2024

Governing Body Committee: 12/11/2024 - ,

- f. Request for Approval of a Cooperative Project Agreement Design Control No. S100830 with the New Mexico Department of Transportation for the Engineering Design of Arroyo Chamisos Trail Extension in the Total Amount of \$300,000 through December 31, 2026. (Romella Glorioso-Moss, Projects Administrator; rsglorioso-moss@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$300,000 Using \$256,320 of NMDOT Funding and \$43,680 of Road Impact Fees to Design the Arroyo Chamisos Trail Extension Project.

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

**Committee Review:**

Public Works & Utilities - 12/02/2024

Finance - 12/09/2024

Governing Body - 12/11/2024

- g. Request for Approval of a Grant Agreement with the New Mexico Department of Homeland Security and Emergency Management for the Purchase of Emergency Preparedness Equipment, Specialized Training, and Contracted Support for the Office of Emergency Management and the Santa Fe Police Department in the Total Amount of \$283,975 through September 30, 2026. (Brian Williams, Office of Emergency Management Director; bgwilliams@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$283,975 in Awarded Federal Grant Funds to the Office of Emergency Management.

**Committee Review:**

Quality of Life Committee: 12/04/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 - bgwilliams@santafenm.gov

- h. Request for Approval of a General Services Contract with University of New Mexico Anderson School Center for Responsible Entrepreneurship for Entrepreneurial Support, Training, and Administering an Accelerator Program in the Total Amount of \$297,515.63 including NMGRT for a Three Year Term. (Eric Renz-Whitmore, Economic Development Specialist; edrenzwhitmore@santafenm.gov and Johanna Nelson, Office of Economic

Finance Committee

December 9, 2024

Page 3 of 11

Development Director; jcnelson@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 12/04/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- i. Request for Approval of a Governmental Services Agreement with the State of New Mexico, Energy, Minerals and Natural Resources Department in the Total Amount of \$550,000 to Establish the Balanced Resources Acquisition and Information Network (BRAIN) a Consolidated Energy Information Tool. (Caryn Grosse, Public Works Project Manager, clgrosse@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate Grant Proceeds of \$550,000 to FY25 Revenue and Expenses for the BRAIN Project.

**Committee Review:**

Public Works and Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- j. Request for Approval of a General Services Contract with Paradise Power Company, Inc., in the Total Amount of \$589,730, Including NMGR, for Implementation of the Balanced Resources Acquisition and Information Network (BRAIN) a Consolidated Energy Information Tool, with a Term Ending June 30, 2025. (Caryn Grosse, Public Works Project Manager, clgrosse@santafenm.gov)

**Committee Review:**

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- k. Request for Approval of Purchase Agreement with Siddons Fire Apparatus for the Purchase of a BME, Type 3; Model 34 Commercial Wildland Vehicle in the Total Amount of \$486,350. (Daniel Garcia, Fire Fleet Manager, dagarcia@santafenm.gov and Brain Moya, Fire Chief, bjmoya@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 12/4/2024

Finance Committee: 12/9/2024

Governing Body: 12/11/2024 -

- l. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate Road Impact Fees in the Total Amount of \$112,000 to FY 2025 WIP Design for the Engineering Design of Henry Lynch Reconstruction Project. (Romella Glorioso-Moss, Capital Projects Manager; rsglorioso-moss@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 - rsgloriosomoss@santafenm.gov

- m. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate Road Impact Fees in the Total Amount of \$489,000 to FY 2025 WIP Construction for Construction Engineering and Management Services of Agua Fria Street and Cottonwood Drive Roundabout Project. (Romella Glorioso-Moss, Capital Projects Manager; rsglorioso-moss@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 - rsgloriosomoss@santafenm.gov

- n. Request for Approval of a Memorandum of Agreement with the International Association of Firefighters – Local 2059 to Provide a One-Time Retention Incentive to Sworn Firefighter Positions Who Have Agreed to Remain Employed with the City through June 30, 2025, in the Amount of \$1,000 Per Eligible Bargaining Unit Employee. (Brian Moya, Fire Chief, bjmoya@santafenm.gov)

**Committee Review:**

Finance Committee: 12/9/2024

Governing Body: 12/11/2024

- o. Request for Approval of a Memorandum of Agreement with the Santa Fe Police Officers' Association for a One-Time Retention Incentive of \$1,000 Per Eligible Bargaining Unit Employee Who Have Agreed to Remain Employed with the City through June 30, 2025. (Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov)

**Committee Review:**

Finance Committee: 12/09/2024

Governing Body: 12/11/2024

- p. Request for Approval of a Memorandum of Agreement with Local 3999 City of Santa Fe Employees of the American Federation of State, County and Municipal Employees, Council 18, AFL-CIO for a One-time Retention Incentive Payment in the Amount of \$1,000 Per Eligible Bargaining Unit Employee Who Have Agreed to Remain Employed with the City through June 30, 2025. (Bernadette Salazar, Human Resources Director, bjsalazar@santafenm.gov)

**Committee Review:**

Finance Committee: 12/09/2024

Governing Body: 12/11/2024

- q. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount

of \$1,389,478 from GRT in Excess of Budgeted Estimates and Available Fund Balances to Fund Retention Incentives in an Amount Equivalent to \$1,000 per City Employee. (Bernadette Salazar, HR Department Director, bjsalazar@santafenm.gov and Andy Hopkins, Budget Officer, ajhopkins@santafenm.gov)

**Committee Review:**

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- r. Request for Approval of a Budget Amendment Resolution (BAR) to Reappropriate Unspent FY24 Budget in the Amount of \$463,482 into Professional Contracts to Fund the General Plan Update Step 1. (Heather Lamboy, Land Use Director; hllamboy@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 12/4/2024

Finance Committee: 12/9/2024

Governing Body: 12/11/2024 - hllamboy@santafenm.gov

- s. Request for Approval of Agreement with ParkMobile, LLC for Mobile App for Street Parking in the Total Amount of \$235,800 Not Including NMGRT for a Three Year Term. (Andrew Cordero, Contracts Administrator, accordero@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 11/18/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- t. Request for Approval of Amendment No. 2 to Item #23-0671 with FacilityBUILD, Inc. to Extend the Term to June 30, 2025 for Design and Construction of an Addition at the Mary Esther Gonzales Senior Center. (Caryn Grosse, Public Works Project Manager; clgrosse@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- u. Request for Approval of Agreement for the City of Santa Fe to Provide Potable Water to the Lower Acequia Madre in Exchange for a Reduced Delivery Obligation for Santa Fe River Water at the Acequia Madre Headgate. (Jesse Roach, Water Division Director; jdroach@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 11/18/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

**Committee Review:**

- v. Request for Approval of Amendment No.1 to Item #23-0328 with Community Solutions DBA Vincent's Legacy LLC to Extend the Term through June 30, 2025, for Capital Improvements and Unit Upgrades at Santa Fe Suites. (Johanna Nelson, Interim Director Office of Affordable Housing, jcnelson@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 11/20/2024

Finance Committee: 12/9/2024

Governing Body: 12/11/2024 -

**Committee Review:**

Quality of Life Committee: 11/20/2024

Finance Committee: 12/9/2024

Governing Body: 12/11/2024

- w. Request for Approval of Amendment No. 2 to Item #23-0696 with Bella Luz Apartments 2022, LLLP to Extend the Term through June 30, 2026, for Transaction Costs Associated with the Rehabilitation of the Lamplighter Inn. (Johanna Nelson, Interim Director Office of Affordable Housing, jcnelson@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 11/20/2024

Finance Committee: 12/9/2024

Governing Body Committee: 12/11/2024 -

**Committee Review:**

Quality of Life Committee: 11/20/2024

Finance Committee: 11/25/2024

Governing Body Committee: 12/11/2024

- x. Request for Approval of a Professional Services Contract with Capital Program Management Services LLC, Not to Exceed \$4,327,500 Including NMGRT for On-Call Project Management Services for a Four-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- y. Request for Approval of a Professional Services Contract with Wilson & Company, Not to Exceed \$4,327,500 Including NMGRT for On-Call Project Management Services for a Four-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Finance Committee

December 9, 2024

Page 7 of 11

Governing Body: 12/11/2024 -

- z. Request for Approval of a Professional Services Contract with Leroy N. Pacheco Not to Exceed \$4,327,500 Including NMGR for On-Call Project Management Services for a Four-Year Term. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- aa. Request for Approval to Purchase a Generator from Wagner Equipment Company for the Paseo Real Wastewater Treatment Plant in the Total Amount of \$305,336.02. (Michael Dozier, Wastewater Division Director; mldozier@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$305,336.02 from the Wastewater Enterprise Cash Fund to Wastewater Equipment & Machinery Non-Exempt Account.

**Committee Review:**

Public Works and Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- bb. Request for Approval of Amendment No. 1 to Professional Services Contract Item # 24-0299 with Hazen & Sawyer to Increase Compensation by \$2,666,930 for a New Total Amount of \$5,384,930 to Expand Existing Tasks Within the Original Scope of Work to Bring the Paseo Real Wastewater Reclamation Facility to Compliance from Violations of the Clean Water Act. (Michael Dozier, Wastewater Division Director; mldozier@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$2,666,930 from the Wastewater Enterprise Cash Fund to Wastewater WIP Construction.

**Committee Review:**

Public Works & Utilities Committee: 12/02/2024

Finance Committee: 12/09/2024

Governing Body: 12/11/2024 -

- cc. Request for Approval of Amendment No. 1 to Item #24-0297 with A.A.C. Construction to Increase the Compensation by \$4,109,144.16 for a New Total Amount of \$6,574,981.20 to Expand Existing Tasks Within the Original Scope of Work to Bring the Paseo Real Wastewater Reclamation Facility to Compliance from Violations of the Clean Water Act. (Michael Dozier, Wastewater Division Director; mldozier@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$4,109,144.16 from the Wastewater Enterprise Cash Fund to the Wastewater WIP Construction Account.

**Committee Review:**

Finance Committee

December 9, 2024

Page 8 of 11

Public Works and Utilities Committee: 12/02/2024  
Finance Committee: 12/09/2024  
Governing Body: 12/11/2024 -

- dd. Request for Approval of Amendment No. 2 to Item #23-0548, Exclusive Negotiation Agreement with Santa Fe Art Institute, to Extend the Term through April 30, 2025, to Negotiate Terms for Land and Building Disposition and Development of the Midtown Visual Arts Center Pursuant to the City's Request for Proposals. (Daniel Hernandez, Metropolitan Redevelopment Agency Director; dahernandez@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 12/02/2024  
Quality of Life Committee: 12/04/2024  
Finance Committee: 12/09/2024  
Governing Body: 12/11/2024 -

- ee. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$192,008 from the Genoveva Chavez Community Center Fund to the Recreation Programs Fund. (Brian Stinett, Recreation Division Director; bjstinett@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 12/04/2024  
Finance Committee 12/09/2024  
Governing Body: 12/11/2024 -

- ff. Request for Approval of the Purchase of 26 Police Vehicles Including Equipment and Labor Costs Associated with Each Vehicle in the Total Amount \$1,707,653.26 from Chalmers Ford and MHQ.(Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov, 505-955-5040)

**Committee Review:**

Finance Committee: 12/9/2024  
Governing Body Committee: 12/11/2024 -

- gg. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$197,470 from Public Utilities Cash Balance to Repair and Maintenance to Fund a Construction Contract with AAC Construction. (P. Fred Heerbrant, P.E., Engineer Supervisor; pfheerbrandt@santafenm.gov)

**Committee Review:**

Finance Committee: 12/09/2024  
Governing Body: 12/11/2024 -

- hh. CONSIDERATION OF RESOLUTION NO. 2024-\_\_\_\_. (Mayor Alan Webber)  
A Resolution Approving Budget Amendments for the Buckman Direct Diversion Board and Santa Fe Solid Waste Management Agency and Requesting that New Mexico Department of Finance and Administration Approve the City of Santa Fe's First Quarter Budget Amendments for Fiscal Year 2025. (Andy Hopkins, Budget Officer; ajhopkins@santafenm.gov)

**Committee Review:**

Governing Body Special Meeting (Introduced): 11/25/2024  
Public Works and Utilities Committee: 12/02/2024  
Quality of Life Committee: 12/04/2024  
Finance Committee: 12/09/2024  
Governing Body: 12/11/2024 - ,

- ii. CONSIDERATION OF RESOLUTION NO. 2024 \_\_\_\_\_. (Councilor Amanda Chavez)  
A Resolution Assigning Authorized Officers and Agents for Grant Agreement Number SAP 22-G2419-STB for the Plan, Design, and Construction of Improvements on Jemez Road. (Sean Moody, Capital Projects Manager; [sxmoody@santafenm.gov](mailto:sxmoody@santafenm.gov))

**Committee Review:**

Governing Body (Introduced): 11/13/2024  
Public Works and Utilities Committee: 11/18/2024 (Rescheduled to 12/02/2024 Public Works and Utilities Committee for Noticing Purposes)  
Public Works and Utilities Committee: 12/02/2024 (Amendment A - Approved - at Public Works and Utilities Committee)  
Finance Committee: 12/09/2024  
Governing Body: 12/11/2024  
-

**Committee Review:**

- jj. CONSIDERATION OF BILL 2024-15. ADOPTION OF ORDINANCE NO. 2024-\_\_\_. (Mayor Alan Webber)  
A Bill Granting Ezee Fiber Texas, LLC, a Non-Exclusive Franchise, to Operate a Telecommunications Network within the City of Santa Fe; the Right to use City Public Rights-of-Way to Provide Telecommunications Services within the City; and Fixing the Terms and Conditions Thereof. (Sean Moody, Project Administrator; [sxmoody@santafenm.gov](mailto:sxmoody@santafenm.gov))

**Committee Review:**

Governing Body (Introduced): 10/09/2024  
Governing Body (Public Comment): 10/30/2024  
Economic Development Advisory Committee: 11/06/2024  
Public Works and Utilities Committee: 11/18/2024  
Finance Committee: 11/25/2024 (MEETING CANCELED AND LEGISLATION POSTPONED TO 12/09/2024)  
Finance Committee: 12/09/2024  
Governing Body: 12/11/2024 -

**Committee Review:**

- kk. CONSIDERATION OF BILL 2024-19. ADOPTION OF ORDINANCE NO. 2024-\_\_\_\_\_. (Mayor Alan Webber)  
A Bill Approving the Sale of City-Owned Buildings, Improvements, and Six Parcels Located at 1600 St. Michael's Drive Within the City and County of Santa Fe, New Mexico, Aspect QOZB, LLC, in Three Phases, for a Total of \$5,000,000. (Daniel Hernandez, Metropolitan Redevelopment Agency Director; [dahernandez@santafenm.gov](mailto:dahernandez@santafenm.gov))

**Committee Review:**

Governing Body (Introduced): 10/30/2024

Governing Body (Public Comment): 11/13/2024

Public Works and Utilities Committee: 11/18/2024

Quality of Life Committee: 11/20/2024 (POSTPONED TO REGULAR QUALITY OF LIFE COMMITTEE MEETING ON DECEMBER 4, 2024)

Economic Development Advisory Committee: 12/04/2024

Quality of Life Committee: 12/04/2024 (MOVED FORWARD WITHOUT ANY RECOMMENDATION FROM THE COMMITTEE)

Finance Committee: 12/09/2024

Governing Body (Public Hearing): 12/11/2024 -

**Committee Review:**

7. Action Items: Discussion Agenda
8. Introduction of Legislation
  - a. CONSIDERATION OF RESOLUTION NO. 2024\_\_\_\_. (Councilor Signe Lindell)  
A Resolution Approving a Public Fireworks Display During the Santa Fe Plaza 2024-2025 New Year's Eve Event. (Geronimo Griego, Fire Marshall; gggriego@santafenm.gov)

**Committee Review:**

Finance (Introduced): 12/09/2024

Governing Body: 12/11/2024

9. Matters from Staff
10. Matters from the Committee
11. Matters from the Chair
12. Next Meeting: Monday, January 13, 2025
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.