

**Regular Meeting of the Public Works and Utilities Committee
November 3, 2025 at 5:00 PM
Council Chambers, City Hall
200 Lincoln Avenue
MINUTES**

1. Call to Order

The Regular Meeting of the Public Works and Utilities Committee was called to order by Councilor Carol Romero-Wirth at 5:00 PM, on Monday, November 3, 2025, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

MEMBERS PRESENT

Councilor Lee Garcia

Councilor Alma Castro

Councilor Carol Romero-Wirth

Councilor Michael Garcia (was excused until he arrived).

MEMBERS EXCUSED

Councilor Amanda Chavez excused

OTHER PARTICIPANTS ATTENDING

3. Approval of Agenda

MOTION A motion was made by Councilor Garcia, seconded by Councilor Castro, to approve the agenda.

VOTE The motion Passed on roll call vote.

Councilor Alma Castro — yes

Councilor Lee Garcia — yes

Councilor Romero-Wirth — yes

4. Approval of Consent Agenda

MOTION A motion was made by Councilor Castro, seconded by Councilor Garcia, to approve as Amend.

VOTE The motion on roll call vote.

Councilor Alma Castro — yes

Councilor Lee Garcia — yes

Councilor Romero-Wirth — yes

5. Public Comment

No public comment.

6. Presentations

- a. Public Utilities Department Employee of the Month October 2025: Jennifer Perez, Account Specialist, Utility Billing. (Evangeline Tso-Olivas, Utility Billing Manager; eltso-olivas@santafenm.gov, and Nancy Jimenez, Utility Billing and Administrative Division Director; nljimenez@santafenm.gov)
- b. Transit Achievements, Projects and Next Steps Report. (Gabrielle Chavez, Transit Director of Administration; gnchavez@santafenm.gov and Andrew Baca, Interim Transit Director of Operations and Maintenance; ajbaca@santafenm.gov)

Councilor Michael Garcia arrived late at 5:09 at the start of the transit achievements presentation.

7. Action Items: Consent Agenda

Item 7.k was pulled by Councilor Michael Garcia.

- a. Request for Approval of the October 20, 2025, Public Works and Utilities Committee Meeting Minutes. (Elsa Ornelas-Segura, Administrative Manager; egornelassegura@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 11/03/2025

Approved on Consent

- b. Request for Approval of the 2023 Hazardous Mitigation Grant Program Sub-Grant Agreement DR-4652-0041-NM with the New Mexico Department of Homeland Security and Emergency Management for the Cerro Gordo Culvert Improvements Design Project in the Total Amount of \$797,143.90 through May 14, 2028. (Kyle Morgan, Interim Director Office of Emergency Management; klmorgan@santafenm.gov.)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Appropriate \$607,173 from the Grant and \$189,971 from Stormwater Utility Funds to WIP Design and Professional Contracts.

Committee Review:

Public Works and Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- c. Request for Approval of Capital Appropriation Grant Agreement with New Mexico Department of Finance and Administration for Project 25-J3153 Improvements to the Genoveva Chavez Community Center in the Total Amount of \$100,000 with a Reversion Date of June 30, 2029. (Sam Burnett, Facilities Division Director; jsburnett@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$99,000 to FY26 Revenue and Facilities WIP Construction for Improvements to the Genoveva Chavez Community Center.

Committee Review:

Public Works and Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- d. Request for Approval of a Budget Amendment Resolution (BAR) from Water and Wastewater Enterprise Cash Balances in the Total Amount of \$176,549 to Fund Operator Certification Level-Based Retention Incentive Pilot Program. (Jonathan Montoya, Interim Water Division Director, jmmontoya@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- e. Request for Approval of Amendment No. 1 to Small Enterprise Agreement Item #22-0583 with Environmental Systems Research Institute, Inc. to Increase the Compensation by \$270,900 for a New Total of \$435,900 and to Extend the Termination Date to December 31, 2028, to Support Citywide Mapping Needs for Public Works, 911 Addressing, City Events, Utilities, and Land Use. (Eric Candelaria, ITT Director; edcandelaria@santafenm.gov)

Committee Review:

Public Works and Utilities Committee 11/03/2025

Finance Committee 11/10/2025

Governing Body 11/12/2025

Approved on Consent

- f. Request for Approval of a Memorandum of Agreement (MOA) with New Mexico Health Care Authority in the Total Amount of \$833,228.51 to Facilitate an Inter-Governmental Transfer of Funds for the Purpose of Participation in the NM Ambulance Supplemental Payment Program through June 30, 2026. (Brian Moya, Fire Chief; bjmoya@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$833,228.51 from the MOA to Miscellaneous Expenses to Fund the Ambulance Supplemental Payment Program.

Committee Review:

Public Works and Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- g. Request for Approval of a Budget Amendment Resolution (BAR) to Increase Software Subscriptions, Equipment and Machinery and Employee Training/Tuition in the Total Amount of \$100,000 from Grant Proceeds Awarded to the Fire Department from the State of New Mexico DOH and the EMS Fund Act Rules 7.27.4 NMAC. (Brian Moya, Fire Chief; bjmoya@santafenm.gov)

Committee Review:

Public Works & Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- h. Request for Approval of a Lease Agreement with Wolf and Mermaid Enterprises, LLC to Operate the Kitchen in the Terminal at Santa Fe Regional Airport In the Total Amount of \$10,600.50 for the First Year for an Initial Term of Five Years with Two Option Terms of Five Years Each. (Jimmy Gunn, Airport Manager; jdgunn@santafenm.gov, and Terry Lease, Asset Development Manager; tjlease@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- i. CONSIDERATION OF RESOLUTION NO. 2025-____. (Councilor Amanda Chavez and Councilor Jamie Cassutt)
A Resolution Authorizing City of Santa Fe Representatives and Agents to Sign Agreements and Requests for Payment Regarding New Mexico Department of Transportation, Appropriation ID Number I3319, Control Number C5243319, to Acquire Rights of Way for and to Plan, Design, Construct, and Improve the Intersection of Rufina Street and Lopez Lane. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review:

Governing Body (Introduced): 10/29/2025

Public Works and Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- j. CONSIDERATION OF RESOLUTION NO. 2025-____. (Councilor Amanda Chavez and Councilor Jamie Cassutt)
A Resolution Authorizing City of Santa Fe Representatives and Agents to Sign Agreements and Requests for Payment Regarding New Mexico Department of Transportation, Appropriation ID Number J3296, Control Number C5253296, to Acquire Rights of Way for and to Plan, Design, and Construct Improvements to Rufina Street and Lopez Lane Intersection and Accepting Responsibility for the Project. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review:

Governing Body (Introduced): 10/29/2025

Public Works and Utilities Committee: 11/03/2025

Finance Committee: 11/10/2025

Governing Body: 11/12/2025

Approved on Consent

- k. CONSIDERATION OF RESOLUTION NO. 2025-____. (Mayor Alan Webber, Councilor Jamie Cassutt, and Councilor Pilar Faulkner)
A Resolution Requiring a "Micro Community" in Every City of Santa Fe Council District by January 1, 2027, or, if that Timeline is Not Met, A Presentation explaining the Barriers to Meeting the Timeline and Recommending How and When the Goal of a Micro Community in Every District Can Be Achieved. (Henri Hammond-Paul, Community Health and Safety Department Director; hmhammondpaul@santafenm.gov)

Committee Review:

Governing Body (Introduced): 09/24/2025

Quality of Life Committee: 10/01/2025
Finance Committee: 10/27/2025
Governing Body: 10/29/2025 **(POSTPONED TO GOVERNING BODY
11/12/2025 AND REFERRED BACK TO COMMITTEES)**
Public Works and Utilities Committee: 11/03/2025
Quality of Life Committee: 11/05/2025
Finance Committee: 11/10/2025
Governing Body: 11/12/2025

Councilor Lee Garcia departed at 5:45pm

MOTION A motion was made by Councilor Garcia, seconded by Councilor Castro, to approve without recommendation.

VOTE The motion Passed on roll call vote.

Councilor Michael Garcia proposes an amendment (Amendment B):
Add language requiring the City Manager to present recommended locations to the Governing Body for approval.

Councilor Alma Castro — yes
Councilor Michael Garcia — yes
Councilor Romero-Wirth — no

Motion to advance the amendment passed without recommendation:

8. Action Items: Discussion Agenda
9. Executive Session
10. Matters from Staff
11. Matters from the Committee
12. Matters from the Chair
13. Next Meeting: Monday, December 1, 2025
14. Adjourn

Adjourned at 5:49

Daryn M. Lujan

Liaison

Amanda Chavez

Amanda Chavez (Dec 3, 2025 09:24:13 MST)

Chair