

**Regular Meeting of the Finance Committee  
January 13, 2025 at 5:00 PM  
Council Chambers, City Hall  
200 Lincoln Avenue  
MINUTES**

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1. Call to Order

The Regular Meeting of the Finance Committee was called to order by Councilor Romero-Wirth at 5:04 PM, on Monday, January 13, 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 Garcia, seconded by Councilor Lindell, to Approve.

**VOTE** The motion Passed on a voice vote.

4. Approval of Consent Agenda

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

**VOTE** The motion Passed on a voice vote.

5. Presentations

- a. Staff Recognition (Emily K. Oster, Finance Director; [ekoster@santafenm.gov](mailto:ekoster@santafenm.gov))
- b. 2025 Post Election Economic Update (Reilly S. White, PhD., Economic Advisor, [rscgwhite@gmail.com](mailto:rscgwhite@gmail.com))

6. Action Items: Consent Agenda

- a. Request for Approval of a Budget Amendment Resolution (BAR) from CIP Construction to Return Funds from CIP Community Development to the Affordable Housing Trust Fund for the Lamplighter Project in the Amount of \$105,027. (Johanna Nelson, Economic Development Director and Affordable Housing Interim Director: jcnelson@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- b. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$4,109,145 from the Wastewater Utility Cash Balance to the Repair and Maintenance Expenditures to Fund a Contract with AAC Construction to Bring the Paseo Real Wastewater Reclamation Facility to Compliance from Violations of the Clean Water Act. (Paul F. Heerbrandt, Engineer Supervisor: pfheerbrandt@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- c. Request for Approval of a General Services Contract with B&D Industries in the Total Amount of \$477,016.30 for Replacement of Heating and Cooling Units at the Southside Library with a Term Ending June 30, 2026. (Spencer Schwartz, Public Works Project Manager; smschwartz@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- d. Request for Approval of a General Services Contract with B&D Industries in the Total Amount of \$1,000,000 for On-Call Plumbing, Mechanical, and HVAC Services at Genoveva Chavez Community Center through June 30, 2028. (Spencer Schwartz, Public Works Project Manager; smschwartz@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Garcia, to .

**VOTE** The motion Passed on a voice vote.

- e. Request for Approval of the State of New Mexico Department of Finance and Administration General Fund 93100 Capital Appropriation Project Grant Agreement 24-I3145 in the Total Amount of \$175,000 for Renovations to El Museo Cultural de Santa Fe Facility With a Reversion Date of June 30, 2028. (Tim Farrell, Public Works Property Development Manager; tgf Farrell@santafenm.gov)

- 1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$175,000 from the 2024 Capital Appropriation to FY25 Revenue and Expenses for the Santa Fe Railyard.

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- f. Request for Approval of New Mexico Department of Finance and Administration Capital Appropriation Project Grant Agreement 24-I3144 in the Total Amount of \$100,000 for the Railyard Performance Center Facility. (Tim Farrell, Public Works Property Development Manager; tgf Farrell@santafenm.gov).

- 1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$100,000 from the 2024 Capital Appropriation to FY25 Revenue and Expenses for the Santa Fe Railyard, with a Reversion Date of June 30, 2028.

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025  
Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- g. Request for Approval of New Mexico Department of Finance and Administration General Fund 93100 Capital Appropriation Project Grant Agreement 24-14219, in the Total Amount of \$126,950 for Renovations to El Museo Cultural de Santa Fe Facility with a Reversion Date of June 30, 2026. (Tim Farrell, Public Works Property Development Manager; tgfarrrell@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$126,950 from the 2024 Capital Appropriation to FY25 Revenue and Expenses for the Santa Fe Railyard.

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025  
Finance Committee: 01/13/2025  
Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- h. Requests for Approval of Amendment No. 1 to Item #23-0010 with Kiwanis Club of Santa Fe to Increase Compensation in the Amount of \$90,000 for a New Total Amount of \$390,000 for Reducing the Reliance on Private Business Sponsorship to Support the New Year's Eve and Dias del los Muertos Events. (Jordan Guenther, TSF Interim Executive Director jguenther@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 01/08/2025  
Finance Committee: 01/13/2025  
Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- i. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$286,560 to Increase WIP Construction Using Funds Budgeted in Miscellaneous Revenue During FY24. (Kelly Bynon, Administrative Manager; kabynon@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- j. Request for Approval of New Mexico Department of Finance and Administration (DFA) General Fund 93100 Capital Appropriation Project Agreement for \$250,000 to Purchase and Install Self-Contained Breathing Apparatus for the Fire Department with a Reversion date of June 30, 2026. (Sten Johnson, Assistant Fire Chief; sajohanson@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$250,000 from the DFA Grant into FY25 Fire Department Revenue and Safety Equipment Expenses.

**Committee Review:**

Public Works & Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- k. Request for Approval of a United States Department of Justice (DOJ) Bureau of Justice Assistance Grant for \$300,000 to Purchase and Install a New Vehicle and Data Processing Equipment with a Reversion date June 30, 2027. (Sten Johnson, Assistant Fire Chief; sajohanson@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$300,000 from the DOJ Grant into FY25 Fire Department Revenue.

**Committee Review:**

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- l. Request for Approval of the Certification for Allocation 22-ZG1016-48 with the

New Mexico Department of Finance and Administration for Recruitment and Retention Stipends for Law Enforcement Officers at the Santa Fe Police Department in the Amount of \$56,250 for FY25. (Ben Valdez, Deputy Chief of Police, [bpvaldez@santafenm.gov](mailto:bpvaldez@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 01/8/2025

Finance Committee: 01/13/2025

Governing Body Committee: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- m. Request for Approval of Amendment No. 1 to Intergovernmental Services Agreement with New Mexico Economic Development Department to Extend the Performance Period to June 30, 2025. (Johanna Nelson, Office of Economic Development Director: [jcnelson@santafenm.gov](mailto:jcnelson@santafenm.gov) and Chelsey Johnson, Arts and Culture Director: [cxjohnson@santafenm.gov](mailto:cxjohnson@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2024

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

**VOTE** The motion Passed on a voice vote.

- n. Request for Approval to Purchase a Rapid HIT ID DNA Machine from Fisher Scientific in the Total Amount of \$207,205.50. (Paul Joye, Chief of Police, [pmjoye@santafenm.gov](mailto:pmjoye@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- o. Request for Approval of Amendment No. 1 to Intergovernmental Services Agreement Item #24-0555 with New Mexico Aging and Long-Term Services Department to Adjust Scope of Work Reducing 2.25 Volunteer Service Years from the Senior Companion Program and Allocating 2.25 Volunteer Service

Years to the Care Companion Program. (Theresa Trujillo, In-Home Support Services Supervisor; tptrujillo@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- p. Request for Approval of a Budget Amendment Resolution (BAR) in the Amount of \$183,874 from the Water Enterprise Cash Fund to Water WIP Design for Water-Related Engineering Services. (Clinton Peterson, Engineer Associate; cdpeterson@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- q. Request for Approval of Amendment No. 1 to Legal Services Contract Item #23-0415 with Stein & Brockmann, P.A. to Increase Compensation by \$324,562.50 for a New Total Amount of \$389,475 and to Extend the Term to June 30, 2027 for Addressing Recent Legal Challenges Related to the Division's Work for the San Juan Chama Return Flow Pipeline Project. (Bill Schneider, Water Resources Coordinator; whschneider@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- r. Request for Approval of Construction Contract with Vital Consulting Group LLC in the Total Amount of \$7,182,098.05 Including NMGRT to Complete a Two-Phased Demolition and Reconstruction of the Terminal Ramp at the Santa Fe Regional Airport for a Four-Year Term. (Sebastian Gallegos, Project

Administrator; sfgallegos@santafenm.gov; James Harris, Airport Manager; jcharris@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- s. Request for Approval of a Wheeling Rate Agreement with Santa Fe County for Water "Wheeled" through the City's Water Transmission and Distribution Network to Reach the County Utility System. (Jesse Roach, Water Division Director; jdroach@santafenm.gov)

**Committee Review:**

Public Works and Utilities Committee: 01/06/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- t. Request for Approval of Amendment No. 3 to Item #21-0659 with Insight Public Sector to Increase Compensation in the Amount of \$1,032,885.48 for a New Total Amount of \$3,928,004.70 for Microsoft 365 Products and Services. (Eric Candelaria, ITT Department Director, edcandelaria@santafenm.gov)

**Committee Review:**

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- u. Request For Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,570,927 to Increase Fiscal Year 2025 Expenditures Using U.S. Department of Transportation Federal Aviation Administration Grant Funding. (James Harris, Airport Manager; jcharris@santafenm.gov and Kelly Bynon, Administrative Manager; kabynon@santafenm.gov)

**Committee Review:**

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- v. Request for Approval of the 2023-2024 Consolidated Annual Performance Evaluation Report for Submittal to the US Department of Housing and Urban Development as a Condition to the City of Santa Fe's Community Development Block Grant. (Johanna Nelson, Economic Development Director and Interim Affordable Housing Director: [jcnelson@santafenm.gov](mailto:jcnelson@santafenm.gov))

**Committee Review:**

Community Development Commission: 12/11/2024

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body (Public Hearing): 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- w. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$2,000,000 from General Fund Balance to Construction Work in Progress for Site Planning, Development, or Purchasing of a Building or Property for Non-Congregate Sheltering Solutions. (Henri Hammond-Paul, Community Health and Safety Department Director, [hhammondpaul@santafenm.gov](mailto:hhammondpaul@santafenm.gov) and Julie Sanchez, Youth and Family Services Division Director, [jjsanchez@santafenm.gov](mailto:jjsanchez@santafenm.gov))

**Committee Review:**

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Romero-Wirth, to Approve.

**VOTE** The motion Passed on a voice vote.

- x. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate Gross Receipts Tax (GRT) and Property Tax Administration Fees Inadvertently Omitted from the FY25 Budget. (Andy Hopkins, Budget Officer, [ajhopkins@santafenm.gov](mailto:ajhopkins@santafenm.gov))

**Committee Review:**

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- y. CONSIDERATION OF RESOLUTION NO. 2025-\_\_\_\_. (Mayor Alan Webber)  
A Resolution Adopting Annual Open Meetings Act Notice Requirements for 2025. (Andréa Salazar, City Clerk; asalazar@santafenm.gov)

**Committee Review:**

Governing Body (Introduced): 12/11/2024

Public Works and Utilities Committee: 01/06/2025

Quality of Life Committee: 01/08/2025

Finance Committee: 01/13/2025

Governing Body: 01/15/2025

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

**VOTE** The motion Passed on a voice vote.

- 7. Action Items: Discussion Agenda
- 8. Matters from Staff
- 9. Matters from the Committee
- 10. Matters from the Chair
- 11. Next Meeting: Monday, January 27, 2025
- 12. Adjourn

Meeting Adjourned at 7:13 P.M.

*ERMINIA TAPIA*

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Committee Liaison



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Committee Chair