



City of Santa Fe

## AGENDA

SPECIAL MEETING OF  
THE GOVERNING BODY  
SEPTEMBER 17, 2020  
5:00 PM  
ATTEND VIRTUALLY

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## AMENDED AGENDA

### SPECIAL PROCEDURES FOR SPECIAL GOVERNING BODY MEETING

**Attendance:** In response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the ban on public gatherings of more than five (5) people, the Special Governing Body meeting will be conducted virtually.

**Viewing:** Members of the public may stream the meeting live on the City of Santa Fe's YouTube channel at <https://www.youtube.com/user/cityofsantafe>. The YouTube live stream can be accessed at this address from most smartphones, tablets, or computers.

The video recording of this and all past meetings of the Governing Body will also remain available for viewing at any time on the City's YouTube channel at <https://www.youtube.com/user/cityofsantafe>. Staff is available to help members of the public access pre-recorded Governing Body meetings on-line at any time during normal business hours. Please call 955-6521 for assistance.

**Radio Broadcast:** The meeting can be heard on radio station KSFR 101.1.

**Agenda:** The agenda for the meeting will be posted at <https://www.santafenm.gov>.

**Written Comments:** The public may submit written comments on any of the legislative items to be considered on the *Discussion Agenda* through 1:00 p.m. the day of the meeting, via the virtual comment "button" at [santafe.primegov.com/portal/search](https://santafe.primegov.com/portal/search).

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA



City of Santa Fe

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### 4. DISCUSSION/ACTION ITEMS

- a. Request for Approval of CARES Act Funding Award Letter and Certification. (Jarel LaPan Hill, City Manager, [jlapanhill@santafenm.gov](mailto:jlapanhill@santafenm.gov), 955-6848 and Mary McCoy, Finance Director, [mtmccoy@santafenm.gov](mailto:mtmccoy@santafenm.gov), 955-6171)
  1. Request for Approval of a Budget Adjustment Request (BAR) in the Amount of \$17,580,958
- b. Request for Approval of an MOU between the City of Santa Fe and Santa Fe County Establishing a Partnership that will Promote Activities and Programming Related to Community Development and to Provide Coronavirus Aid Relief Funds to Reimburse Costs for Small Businesses Expenses Due to COVID-19. (Rich Brown, Director, Office of Economic Development, [rdbrown@santafenm.gov](mailto:rdbrown@santafenm.gov), 955-6625)
- c. Request for Approval of FAA Grant No. 3-35-0037-052-2020 at the Santa Fe Regional Airport in Santa Fe, NM in the Amount of \$1,875,000 for Airport Development - Reconstruct Taxiway G-Phase I, Supplemental 2018. (Mark Baca, Airport Manager, [mbaca@santafenm.gov](mailto:mbaca@santafenm.gov), 955-2901) **(Rescheduled to be Heard at the September 15, 2020 Emergency Governing Body Meeting)**
- d. Request for Approval of FAA Grant No. 3-35-0037-053-2020 at the Santa Fe Regional Airport in Santa Fe, NM in the Amount of \$783,680 for Airport Development - to Complete Taxiway G Project. (Mark Baca, Airport Manager, [mbaca@santafenm.gov](mailto:mbaca@santafenm.gov), 955-2901)

### 5. 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.

SPECIAL GOVERNING BODY MEETING  
Thursday, September 17, 2020  
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RECEIVED AT THE CITY CLERK'S OFFICE	
DATE:	September 14, 2020
TIME:	3:30 PM



City of Santa Fe

# AGENDA

**SPECIAL MEETING OF  
THE GOVERNING BODY  
SEPTEMBER 17, 2020  
5:00 PM  
ATTEND VIRTUALLY**

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## **SPECIAL PROCEDURES FOR SPECIAL GOVERNING BODY MEETING**

**Attendance:** In response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the ban on public gatherings of more than five (5) people, the Special Governing Body meeting will be conducted virtually.

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**Agenda:** The agenda for the meeting will be posted at <https://www.santafenm.gov>.

**Written Comments:** The public may submit written comments on any of the legislative items to be considered on the *Discussion Agenda* through 1:00 p.m. the day of the meeting, via the virtual comment "button" at [santafe.primegov.com/portal/search](https://santafe.primegov.com/portal/search).

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **DISCUSSION/ACTION ITEMS**
  - a. Request for Approval of CARES Act Funding Award Letter and Certification.  
(Jarel LaPan Hill, City Manager, [jlapanhill@santafenm.gov](mailto:jlapanhill@santafenm.gov), 955-6848 and  
Mary McCoy, Finance Director, [mtmccoy@santafenm.gov](mailto:mtmccoy@santafenm.gov), 955-6171)



City of Santa Fe

# AGENDA

**SPECIAL MEETING OF  
THE GOVERNING BODY  
SEPTEMBER 17, 2020  
5:00 PM  
ATTEND VIRTUALLY**

1. Request for Approval of a Budget Adjustment Request (BAR) in the Amount of \$17,580,958
- b. Request for Approval of an MOU between the City of Santa Fe and Santa Fe County Establishing a Partnership that will Promote Activities and Programming Related to Community Development and to Provide Coronavirus Aid Relief Funds to Reimburse Costs for Small Businesses Expenses Due to COVID-19. (Rich Brown, Director, Office of Economic Development, [rdbrown@santafenm.gov](mailto:rdbrown@santafenm.gov), 955-6625)
- c. Request for Approval of FAA Grant No. 3-35-0037-052-2020 at the Santa Fe Municipal Airport in Santa Fe, NM in the Amount of \$1,875,000 for Airport Development or Noise Program Implementation. (Mark Baca, Airport Manager, [mbaca@santafenm.gov](mailto:mbaca@santafenm.gov), 955-2901)

## 5. 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.

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: September 11, 2020

TIME: 12:00 PM

City of Santa Fe Governing Body  
Special Meeting  
September 17, 2020

SUMMARY INDEX

ITEM	ACTION	PAGE
1. Call to Order	Convened at 5:00 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as amended	2
4. Discussion/Action Items		
a. CARES Act Funding Award	Approved as presented	2-10
1. Budget Adjustment Request	Approved as presented	10
b. MOU with County – COVID	Approved as presented	10-12
c. FAA Grant 052-2020 for Airport	Removed from the agenda	12
d. FAA Grant 053-2020 for Airport	Approved as amended	12-13
Other Matters	Discussion	13-14
4. Adjourn	Adjourned at 6:34 p.m.	15

**MINUTES OF THE  
SPECIAL MEETING OF THE GOVERNING BODY  
Tuesday, September 17, 2020  
Virtual Meeting**

**AFTERNOON SESSION**

**1. CALL TO ORDER**

A regular meeting of the Governing Body of the City of Santa Fe, New Mexico, was called to order by Mayor Alan Webber, on Tuesday, September 17, 2020, at approximately 5:05 p.m., at the Council Chambers at City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico as a virtual meeting.

**2. ROLL CALL**

Roll call indicated the presence of a quorum remotely, as follows:

**Members Present Remotely**

Mayor Alan Webber  
Councilor Roman "Tiger" Abeyta  
Councilor Jamie Cassutt-Sanchez  
Councilor Michael J. Garcia  
Councilor Signe I. Lindell  
Councilor Christopher M. Rivera  
Councilor Carol Romero-Wirth  
Councilor JoAnne Vigil Coppler

**Members Excused**

Councilor Renee D. Villarreal

**Other Participants Attending Remotely**

Jarel LaPan Hill, City Manager  
Erin McSherry, City Attorney  
Yolanda Y. Vigil, City Clerk  
Mark Baca, Airport Manager  
Kyra Ochoa, Community Services Department Director  
Mary McCoy, Finance Director  
Marcos Martinez, Assistant City Attorney  
Rich Brown, Office of Economic Development Director  
Alexandra Ladd, Office of Affordable Housing Director  
Carl Boaz, Council Stenographer

### 3. APPROVAL OF AGENDA

Ms. McSherry announced that Item 4 – c had been approved earlier this week so it should be removed from this agenda. Unfortunately, for Item 4 – d, the documents needed from the FAA had not yet arrived. She recommended the agenda be approved as amended to authorize the City Manager to enter into that grant agreement if the documents arrive prior to the next regular meeting. She believed those documents would arrive at any moment.

**MOTION:** Councilor Rivera moved, seconded by Councilor Vigil Coppler, to approve the agenda as amended with item 4 – c deleted from the agenda and for 4 - d, with the language the City Attorney recommended.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Mayor Webber, Councilor Abeyta, Councilor Cassutt--Sanchez, Councilor Garcia, Councilor Lindell, Councilor Rivera, Councilor Romero-Wirth, and Councilor Vigil Coppler.

**Against:** None.

### 4. DISCUSSION/ACTION ITEMS

- a. Request for Approval of CARES Act Funding Award Letter and Certification. (Jarel LaPan Hill, City Manager, [jlapanhill@santafenm.gov](mailto:jlapanhill@santafenm.gov), 955-6848 and Mary McCoy, Finance Director, [ntmccoy@santafenm.gov](mailto:ntmccoy@santafenm.gov), 955-6171)
  1. Request for Approval of a Budget Adjustment Request (BAR) in the Amount of \$17,580,958

Ms. Vigil read the caption for this case.

Manager LaPan Hill thanked the Councilors for coming together in another special meeting. She acknowledged the team effort that went into receiving this fund. Her memo laid out the announcement of the State for receiving applications on July 30. An application was submitted on the seventh.

There is a very quick turnaround on this award and the funding opportunity. It is based on responding to all the COVID challenges that began in March 2020. The change included allowing our employees to work in their home environment where possible, to manage a homeless shelter to mitigate the community threat.

She said Staff developed the list of possible projects that is before you, based on three criteria: 1) how closely it follows the CARES Act guidelines; 2) the ability to

spend the funds by December 30, 2020; and 3) how they address and respond to community need.

This is a reimbursable grant so anything that does not meet the eligibility criteria, will not be allowed by the State. She has had a number of conversations with DFA, getting their advice and guidance. Those conversations will continue to make sure we do not spend any money on things that are ineligible. And if something out of bounds is done, it will necessitate a BAR revision. It will require a fair amount of flexibility and nimbleness.

The award will allow us to move ahead with our economy and support our residents who are most impacted by this pandemic. The grant will be able to help with the general economy where needed. We will have to use it or lose it by December 30, 2020.

This money is meant to address the health emergency and we need to keep our eye on oversight and supporting those in our community that needs these funds. She was ready for questions.

Mayor Webber invited any questions such as how this was put together and where it will focus and details on constraints for using it. The constraints are serious.

Councilor Garcia thanked him for that clarification. He noted in the direct assistance section that \$3.6 million would be spent on rental assistance, food assistance and utilities assistance through the CONNECT program. He wondered if that was too high

Councilor Rivera thanked City Staff for identifying areas for spending it quickly. He had some concerns about spending it before the deadline. He reminded the Governing Body that traditionally, there is only meeting in November and one in December. And the major Committees have followed suit.

He asked if instead, the Governing Body could have weekly meetings on Thursdays to discuss the CARES Act and he did not see being able to deal with all of it unless we could meet weekly.

Mayor Webber asked for sense of the Governing Body on meeting weekly. That is a serious issue and if we cannot push projects through in a timely way, the money will be lost and egg on our faces.

Councilor Rivera added that a weekly meeting would prevent any need for emergency meetings.



Manager LaPan Hill thought that identified the really important piece. As it stands now, this approval of the entire award and associated BAR, any contract over \$200,000 or BAR over \$60,000 would also come back to the Governing Body. She added that, with a weekly regular schedule, if there were no items needing Governing Body approval, that week's meeting could be canceled.

Director McCoy said it is really timely, with the approval process to be accepted. The next step would be for the Governing Body process to begin. We could do emergency procurements, but the process does take time. Our team had discussed if this is feasible with four weeks left to make adjustments if the dollars are going to be spent before the end of the year. We need to do it as quickly as possible and still follow the procurement rules. She noted the City will have until January 31 to make sure the documentation is complete.

She pointed out that if these funds are ever audited, we need to have followed the right procedures with all the documentation and following all procurement rules. So, meeting more regularly will help make that possible.

Councilor Rivera asked about the process for setting up regular weekly meetings.

Ms. McSherry recommended amending the OMA schedule that was set in January. That could be brought back at the next regular agenda.

Councilor Rivera said he would be willing to sponsor that resolution. These are unique times and we must put in more effort to make sure the money gets out into the community. The more ready we are to respond, the better it will be.

Councilor Romero-Wirth was curious if this process is the only way. Do we have systems we need now to spend this much money? Are there other things we should look at? She also noted the City is in partnership with the County.

Mayor Webber clarified the partnership is only on the small business part.

Councilor Romero-Wirth asked if there are other things to tweak and bring back to the next Governing Body meeting, so we have a responsive process in this short period.

Mayor Webber suggested we could come back to that in this meeting. People can use the time between now and then on how to do it. There are the substance questions on where the money goes. But even more compelling if we don't get the funds out the door, we have missed a huge opportunity. It is a lot of money and a short amount of time.

Councilor Garcia noted the Governing Body has been creating good habits and asked to have a motion on the floor to debate.

**MOTION:** Councilor Garcia moved, seconded by Councilor Vigil Coppler, to approve the CARES Act Funding Award Letter and Certification as presented.

**Discussion on the Motion:**

Councilor Garcia said, in looking at the list of projects for funding, particularly under Homeless Health Support for debt financing for purchase of COVID-Safe housing. He asked for more information and if this was an allowable expense. He questioned that it was okay for the City to buy an asset that is not like PPE where we could buy surplus to distribute.

Director Ladd explained that the Housing Trust, a local nonprofit would manage the funding and be the legal property owner. The City would hold a lien on the property for the funds in case compliance was not followed. HUD has specified the criteria for eligibility using the CARES Act Funds.

Mayor Webber emphasized that the City will not own the property.

Councilor Garcia appreciated the clarification. We will provide \$3.6 million for rental assistance, food assistance, and utility assistance through CONNECT. He asked how we are justifying the amount, knowing that we have prevented evictions during this time. Is it the right amount or does it need further research?

Director Ochoa said it was arrived at through work with the CONNECT partners. These are envisioned to go out through existing partners or others who want to serve in this area. We are in close communication on what they felt was realistic and could spend. It is ambitious but there is certainly the need.

We are also exploring a portion of direct relief for those who are ineligible for federal stimulus or unemployment. Other cities are doing that, and we will make sure DFA is okay with it. We are changing the protocol instead of just one-month's rent to landlords to allow for back pay of rent and unpaid bills and will hopefully be able to provide more funds to serve more people. We hope it is a realistic estimate of what we can utilize. And if they are being spent more rapidly, we will revisit it. The County is putting in \$1.5 million into CONNECT for a total of \$5.1 million.

Council Garcia thanked her and noted utility assistance was part of it. There was also a moratorium on water bills. He wondered if this money could be used to cover dollars those unpaid water bills.

Director Ochoa responded that was part of the synapse fund for use as well on an individual basis to pay water bills with that fund.

Councilor Garcia recalled the presentation made at the utilities committee on water bills. He remembered it was about \$500,000 in unpaid water bills with

people who had deferred payments. Potentially, that would eat up \$500,000 of this money for those six months and we still have four more months. That could become \$1 million and would potentially leave only \$2.6 million out of these resources.

So that got to his original question if we are really shooting low here or if we could put more resources here, given that we know there is already a great need for utilities to be covered, for rent to be covered, food to be covered, medical expenses to be covered because people are out of work. Those are the direct necessities we need to be supporting. Even with the flexibility to shift money around, he did not want to be doing it at the 11<sup>th</sup> hour in December.

Councilor Lindell thanked the Staff for putting this together in a lightning record amount of time. Since the \$17 million is taxpayer money we need to be judicious and careful with it to get good value for money. She referred to Exhibit 6 near the bottom, is, "City Departments – reimbursement of prior COVID related expenditures at \$5 million." Could we have a breakout in the future for that \$5 million?

Director McCoy agreed to provide that. It is one of our first priorities to submit those items to DFA for reimbursement.

Mayor Webber thought Dir. McCoy has already been carefully accumulating and annotating them for PPE, technology expenses for remote meeting, the Midtown schedule – all of those are eligible and careful documentation means reimbursement. There are documents to support all those expenditures.

Councilor Vigil Coppler applauded everyone who prepared the application for these funds. As she reviewed everything, she thought it was well written and made a lot of sense. She imagined it took many hours and lots of research. She wanted to understand Exhibit 6. Are these numbers based on current experience of expenditures already and then additional planned expenditures or not?

Manager LaPan Hill said the top part - \$2.5 million are all new expenditures which may be with contractors but new money and the \$5 million below were accrued from March to now.

Councilor Vigil Coppler – wondered if any of those could belong to any of the above?

Director McCoy said the \$5 million, as Mayor Webber, stated are allocated for March-June 2020 expenses. The Council has already approved those expenditures. Some were for Midtown and additional expenses for PPE, supplies, etc. at City facilities; payroll for COVID-specific relief and had \$700-\$800,000 for administrative leave before the Family Leave Act went into effect.

And \$12.6 million, listed at the top, is all the expenditures and the Directors have spoken about those previously and went out for quotes. We acquired quotes for the specific amounts for upgrades and improvements, such as upgrades in the air filtration system at the Convention Center.

Councilor Vigil Coppler thanked her for that. So the above list of \$12 million are all ongoing from what we have already experienced which included the IT for free WiFi and such. That would be in the \$5 million and this is projected from June through December.

Director McCoy agreed. This project such as the Wi-Fi were very successful early on during the pandemic.

Councilor Vigil Coppler just wanted to understand. Another example is for two ambulances. She didn't know if they have been bought yet. But they at least ordered.

Director McCoy clarified that is more for the staffing and the equipment and supplies that we would need. And for the encumbrances that came out of discussion of Chief Babcock had with DFA.

Councilor Vigil Coppler guessed the projections are hoping that it is enough, because there is already a need. If we have already ordered things, then the City will just take up what is left after December. The free WiFi will go on and we will figure out a different way to pay for that.

Then, we have all seen the email from Executive Director of Santa Fe Housing Action Coalition, who asked that we spend some of this money for the Affordable Housing Trust Fund. Just at that is really a qualifying event.

Director Ladd said it is not qualifying. There are different rules for the Trust Fund from the State.

Councilor Vigil Coppler noted that it says reimbursement for payroll, sick leave, etc. Will that go directly into the departments' coffers and stay there?

Mayor Webber asked if she was looking at the HR Sick Leave and Expansion Act.

Councilor Vigil Coppler said yes.

Director McCoy explained what we envision, if there are added expenses from CARES Act, we would use these funds on anticipated expenses. We have talked several times about BARs for those expense adjustments.

Councilor Vigil Coppler pointed out that when you have people out and another person must cover the duties, the duties still have to be done, like parks, weeds, and such. So if payroll went back into that place in the budget, the duties would still have to be done. Where it occurs the departments are made whole. That is a concern.

She also had the same question on water and reimbursing for water bills that we are essentially writing off because people could not pay them. We might have more people not paying their water bills. It is a fine line there. We must be very careful with that.

She asked if any of this money could go to the Food Depot or other organizations that have been helping out during the pandemic. He was not exactly sure what this is for.

Director Ladd said this is for food for the people staying at the shelter as well as others.

Councilor Vigil Coppler understood that none of this money could be used to reimburse our budget and it would have to be specific to a purpose. He asked if that is correct.

Director McCoy replied that is correct.

Councilor Vigil Coppler explained that she asked about it because when we went to the Legislature to ask for approval for retirement contributions that are not being made on behalf of the firefighters, we had overtime money in the budget to pay for that. Now she understood that money is gone with it to be cut. That was why she was asking.

Director McCoy said that was one of the reasons why is being proposed to me weekly until the end of December.

Councilor Cassutt-Sanchez also thanked Staff for their work. She agreed with Councilor Garcia on the need for a close watch on how the CONNECT funds are draining and making sure that, if we have an opportunity, to make adjustments. That is on the ground response for struggling community people. You mentioned it is a balancing act. How are we able to communicate with the community about those who struggle and don't reach out to let them know these funds are available so people can use them?

Director Ochoa said that as we did with emergency funding, we did an inform on the City website. Ms. Mihelcic got it out. And there are waiting lists for folks in need to come to local providers. One good thing about rent assistance is that the County also got large allocation for that. So there are multiple sources and we need to consider all of that carefully.

You are right that some don't reach out and will early-on with the County, were radio spots, etc. to get the word out. We must play it by ear. At a minimum, monthly and many agencies will need weekly invoices so we should start with a huge public awareness campaign but welcome anyone in need to come to the City website and connect on the portal and also go to a local nonprofit for rental assistance, Food Depot, etc. It is wonderful that Connect shares with all in the network.

Councilor Cassutt-Sanchez asked if the County has money going to Connect and separate funds for housing needs.

Director Ladd turned to Mr. Joseph Montoya who was on the call.

Mr. Montoya thanked the staff for their good working relationship. The Housing is coordinated with different strategies and sources. We were looking for such as acquisition of a place. The support is hope for rental and mortgage assistance out of the Civic Housing Authority and through the Connect program. All County residents are eligible for it. We were thankful for the award we got.

Councilor Cassutt-Sanchez thanked him for coordinating from the County.

She also wanted to know more about distance or hybrid learning funding.

Mayor Webber said it was part of the Direct Community Assistance.

Director Ochoa thanked her for the question. About \$1 million was earmarked for this area and it includes those not yet in school. We are reaching out to provider network with funds through Children and Youth and can also include for-profit organizations , so we are putting together a spreadsheet on who could get help with their programming – organizations such as Girls Inc., Boys and Girls Club, etc for what they could do in this short time frame. They would have to hire temp staff, etc. The \$1 million is a guesstimate and she hoped to have more information in the coming days on what they can do.

There is a creative bunch of people working with young children and they have already retooled incredibly to reach with online learning. If we could offer more space at this time when schools might not be able to, we would like to do so. We rely on experts who are already using COVID-safe practices among those who know what it takes. Community partners are on this effort and are concerned that it is a mixed blessing. We could open for more kids in day care but only until December 30. We will need to report back on it. How we do it is now a work in progress.

Councilor Cassutt-Sanchez thanked her for that and speaks to what Councilor Rivera suggested with weekly meetings. Thanks for all your work and all the work you will be putting in to spend it quickly.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Mayor Webber, Councilor Cassutt--Sanchez, Councilor Garcia, Councilor Lindell, Councilor Rivera, Councilor Romero-Wirth, and Councilor Vigil Coppler.

Councilor Abeyta abstained because the Boys & Girls Club was mentioned, with whom he is affiliated.

**Against:** None.

1. Request for Approval of a Budget Adjustment Request (BAR) in the Amount of \$17,580.958

Ms. Vigil read the caption for this part of the agenda item.

**MOTION:** Councilor Rivera moved, seconded by Councilor Garcia, to approve the Budget Adjustment Request (BAR) in the Amount of \$17,580,958 as presented.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Mayor Webber, Councilor Cassutt--Sanchez, Councilor Garcia, Councilor Lindell, Councilor Rivera, Councilor Romero-Wirth, and Councilor Vigil Coppler. Councilor Abeyta abstained.

**Against:** None.

- b. Request for Approval of an MOU between the City of Santa Fe and Santa Fe County Establishing a Partnership that will Promote Activities and Programming Related to Community Development and to Provide Coronavirus Aid Relief Funds to Reimburse Costs for Small Businesses Expenses Due to COVID-19. (Rich Brown, Director, Office of Economic Development, [rdbrown@santafenm.gov](mailto:rdbrown@santafenm.gov) 955-6625)

Ms. Vigil read the caption for this case.

Director Brown said the Town of Edgewood and Santa Fe County of a coordinated application on the CARES Act for direct funds from DFA for eligible small businesses (153) struggling because of the pandemic. By combining our efforts we are able to help more businesses. The award is approximately \$3.779 million on a request of \$7.5 million.

They have identified a number of small businesses eligible who could apply and take advantage of this opportunity.

**MOTION:** Councilor Romero-Wirth moved, seconded by Councilor Lindell, to approve the MOU of the City with Santa Fe County as presented.

**Discussion on the Motion:**

Councilor Cassutt-Sanchez wanted to learn more on applications by small businesses for funding.

Mr. Montoya said they would be working with City Staff and the Village of Edgewood and using the three websites. There is not a lot of detail right now, but advertising will be there, and it will go live soon after the County Commission votes on it on September 29.

The mechanics are that they will submit a request, reviewed by the Grants Manager and the City will have a member on the review team. The team will check to make sure the request is in line with the regulatory process and done on a reimbursement basis. They will make the process as efficient and effective as possible with a 10-day turnaround for the letter of approval.

Councilor Cassutt-Sanchez thanked him. As we go forward, she would like updates on how the disbursements are made throughout the County and City. Thanks for collaborating with us on it. She looked forward to hearing more about it soon.

Councilor Rivera asked Director McCoy to describe the recordkeeping, since the county has a different procurement process.

Director McCoy clarified that the award is directly to the County and City has no reporting responsibility on it.

Mr. Montoya said the County has a Grants Manager for the associated partners who do this as part of their business model, and it will be done by contract terms.

Councilor Rivera understood the County is its own fiscal agent on this.

Mr. Montoya agreed. The County has the sole responsibility on this program and of course, we will share our information with the City because the City is a partner at the same time.

Mayor Webber commented that he appreciated the \$17.5 million as the big part but did not want the small businesses to get lost in the process. He was on a call today with mayors from around the country with former Administrator of SBA briefing us on the crisis among small businesses across the country – particularly the severe impact of COVID on locally owned and operated businesses.



In April, the US suffered 19m people unemployed and 50% was in small businesses and here in Santa Fe was no different – running out of cash reserves and they must pay their rent too. And struggling for raising capital, getting bridge loans, and getting through at least 18 more months. We know here in Santa Fe how significant those businesses are to people's lives. So what is done with this money is very important.

And going beyond, this is an important bridge to post December and help our small businesses. And our partnership should go beyond the short-term loans to help businesses get online in an internet-enabled capability that Mr. Montoya mentioned.

From what he learned today, it is a significant hit to all small businesses, and we are so grateful for our small businesses. We need to look more comprehensively because the Clerk from SBA – says small business is in trouble. He was excited about the partnership here and hope it can be expanded further to get through this tough time.

Director Brown explained in the program, this is a grant and not a loan, so it does not have to be paid back.

Mayor Webber said that makes it even better.

Mr. Montoya added that this is the body of the agreement. We anticipate much more of these joint partnership programs and pointed out that the amount of funds received is not enough and likely we will run out before the deadline and we will be asking to use any funds not used elsewhere, so folks won't be left out.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Mayor Webber, Councilor Abeyta, Councilor Cassutt--Sanchez, Councilor Garcia, Councilor Lindell, Councilor Rivera, Councilor Romero-Wirth, and Councilor Vigil Coppler.

**Against:** None.

- c. Request for Approval of FAA Grant no 3-35-0037-052-2020 at the Santa Fe Regional Airport in Santa Fe, NM in the Amount of \$1,875,000 for Airport Development – Reconstruct Taxiway G-Phase 1, Supplemental 2018. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 955-2901)

This item was removed from the agenda under Approval of Agenda because it was previously approved at the Emergency Governing Body meeting on September 15, 2020.

- d. Request for Approval of FAA Grant no 3-35-0037-053-2020 at the Santa Fe Regional Airport in Santa Fe, NM in the Amount of \$783,680 for Airport Development – to Complete Taxiway G Project. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 955-2901)

Ms. Vigil read the caption for this case as it was amended for authorization of the City Manager to enter into the grant if funds are received before the next regular Governing Body meeting as recommended by Ms. McSherry.

**MOTION:** Councilor Rivera moved, seconded by Councilor Vigil Coppler, to authorize the City Manager to accept the FAA Grant no 3-35-0037-052-2020 at the Santa Fe Regional Airport if the award letter is received prior to the next regular meeting of the Governing Body as recommended by Ms. McSherry.

Manager Mark Baca said this grant is a supplement to the \$1.8 million for \$783,000 so we can complete the project in one phase. On Tuesday, will be able to bring the contract forward to get it done in a timely manner.

Mayor Webber clarified this is simply a supplement to have the money to do all the work on that taxiway at one time.

Manager Baca agreed.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Mayor Webber, Councilor Abeyta, Councilor Cassutt--Sanchez, Councilor Garcia, Councilor Lindell, Councilor Rivera, Councilor Romero-Wirth, and Councilor Vigil Coppler.

**Against:** None.

### **Other Matters**

Mayor Webber commented on additional meetings and Councilor Rivera had asked what else should be on the list for expediting the program. He suggested the City Manager check with each Councilor in preparation for the next meeting.

Councilor Rivera agreed. It is to see what is best for Governing Body members.

Mayor Webber noted as the meeting opened tonight, there was a lengthy project list and limited time to fund them. And bringing updates back on a regular basis would help.

Councilor Rivera asked Ms. Vigil if it is easier to cancel a scheduled meeting than to put an emergency meeting together.

Ms. Vigil said she could go either way on it, but it is easier to cancel a meeting.

Councilor Rivera suggested if the Governing Body set up for a once per week scheduled meeting, it could be canceled if there is nothing to consider.

Councilor Romero-Wirth agreed we ought to establish extra weekly meetings. So we can block out our calendars rather than scramble on emergency meeting.

She asked Director McCoy if we have any sense of how many contracts and BARs we would be working on. Contracts are considerable over the course of a year.

Director McCoy agreed. The City has over 20 different project categories as approved tonight. She mentioned some of them for multiple different contracts and procurement as we move into them. Any of them over \$200,000 must be scheduled for Governing Body approval and if we want additional funds to go to a particular program based on special need in the community, the Governing Body must approve a BAR.

Anything over \$60,000 must be approved by the Governing Body and make sure a technical review has been done and go to Finance and QOL Committees. Time for any BARs over \$60,000 or any contracts over \$200,000 must be approved in a Governing Body meeting.

Councilor Romero-Wirth wondered if we should just move all of them directly to the Governing Body.

Ms. McSherry thought that could be done in this case. She thought it would be justified and could go directly to the Governing Body, bypassing the committee reviews.

Mayor Webber asked Councilors to spend the next few days on one-to-one with each councilor to make sure there is reporting and where they are going, etc. As we move from what we achieved tonight to get building blocks in place, as we move forward. What was in the packet tonight, we will be checking on with DFA.

Councilor Lindell introduced, with Councilor Abeyta, a resolution regarding the Ortiz Dog Park on land donation.

Councilor Vigil Coppler said she signed on as a cosponsor to that resolution.

**5. ADJOURN**

Having completed the agenda and with no further business to come before the Governing Body, the emergency meeting was adjourned at 3:16 p.m.

Approved by:

\_\_\_\_\_  
Mayor Alan Webber

ATTESTED TO:

\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

Respectfully submitted by:

  
\_\_\_\_\_  
Carl G. Boaz, Council Stenographer