



Michael J. Garcia, Mayor

DATE: August 26, 2026

TO: Public Works & Utilities, Finance Committee, Governing Body

FROM: John Dickinson, Airport Director 
JOHN DICKINSON (Sep 1, 2026 14:59:04 MDT)

VIA: Kelly Bynon, Administrative Manager 

ITEM AND ISSUE:

Request for Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$431,005 to increase Legal Contracts and Compliance Services using General Fund Reserves.

(John Dickinson, Airport Director, jxdickinson@santafenm.gov; Kelly Bynon, Administrative Manager, kabynon@santafenm.gov)

BACKGROUND AND SUMMARY:

Staff recommends approval of the proposed consulting services to assist the Santa Fe Regional Airport in addressing compliance and regulatory deficiencies identified through recent oversight by the Federal Aviation Administration (FAA) and the Transportation Security Administration (TSA). These issues were not previously identified through the Airport's internal processes, and the recent FAA and TSA reviews have highlighted areas where additional specialized expertise is needed to bring the Airport's programs and procedures into compliance.

The consultants will assist the Airport in evaluating the identified deficiencies, developing corrective actions, updating required policies and procedures, and establishing sustainable processes to ensure continued compliance with FAA and TSA requirements. The services will also include assistance with addressing wildlife hazards on Airport property, including the appropriate relocation of prairie dogs in accordance with applicable requirements. Staff believes these services are necessary to address the identified issues in a timely and comprehensive manner, reduce regulatory and operational risk, and strengthen the Airport's overall compliance program. The proposed consulting services are as follows:

City Council

Alma G. Castro, District 1
Patricia Feghali, District 1

Elizabeth "Liz" Barrett, District 2
Paul C. Bustamante, District 2

Lee Garcia, Mayor Pro Tem, District 3
Pilar F.H. Faulkner, District 3

Jamie Cassutt, District 4
Amanda Chavez, District 4

1) On Call Airport Counsel, Dan Reimer Llc	\$63,830
2) Rates and Charges Increase, Woolpert, Inc	\$99,500
3) Phase II Security Program, Mead & Hunt, Inc	\$99,200
4) Phase I Security Program , Mead & Hunt, Inc	\$58,975
5) 139 Compliance, Woolpert, Inc	\$59,500
6) Trap & Release Program, Eco Solutions	\$50,000

ACTION:

Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$431,005 to increase Legal Contracts and Compliance Services using General Fund Reserves.

COMMITTEE REVIEW:

Public Works & Utilities: 09/21/26

Finance Committee: 09/28/26

Governing Body: 09/30/26

Log # {Finance use <u>only</u> }:	
Journal # {Finance use <u>only</u> }:	

City of Santa Fe, New Mexico BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION NAME Airport				DATE 8/31/2026	
ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
<u>EXPENDITURES</u>				{enter as <u>positive</u> #}	{enter as <u>negative</u> #}
Legal Contracts	5456050	510200		381,005	
Compliance Services	5456050	510250		50,000	
General Fund - Transfer to Airport	1006050	750545		431,005	
<u>REVENUES</u>				{enter as <u>negative</u> #}	{enter as <u>positive</u> #}
Airport Fund - Transfer from General Fund	5456050	650100		(431,005)	
JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo				\$ 431,005	\$ -

Trasfer of funds to Aiport to support various consulting needs such as: Airprt specific Legal, Security program compliance, FAA 139 compliance, rates & charges update.		{Complete section below if BAR results in a net change to ANY Fund}	
		Fund(s) Affected	Fund Balance Increase/(Decrease)
		100	(431,005)
TOTAL:			(431,005)

Kelly Bynon Prepared By {print name}	8/31/2026 Date	{Use this form for Finance Committee/ City Council agenda items ONLY}	Andrew J. Hopkins Budget Officer	Sep 1, 2026 Date	
Division Director Signature {optional}		CITY COUNCIL APPROVAL		Finance Director {≤ \$5,000}	
 JOHN DICKINSON (Sep 1, 2026 14:59:04 MDT)		City Council Approval Date:		City Manager {≤ \$60,000}	
Department Director Signature		Agenda Item #:		Date	

Binder1

Final Audit Report

2026-09-01

Created:	2026-09-01
By:	Kelly Bynon (kabyon@santafenm.gov)
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Document page count:	3
Number of supporting files:	0
Supporting files page count:	0

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✔ Agreement completed.

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