

**MINUTES OF THE
CITY OF SANTA FE & SANTA FE COUNTY
SPECIAL BUCKMAN DIRECT DIVERSION BOARD MEETING**

June 30, 2025

1. Call to Order

This special meeting of the City of Santa Fe & Santa Fe County Buckman Direct Diversion Board meeting was called to order by Commissioner Justin Greene, BDD Board Chair at 3:04 p.m.

This meeting was conducted on a Zoom platform

2. Roll Call: Roll was called and a quorum was present as shown:

BDD Board Members Present:

Commissioner Justin Greene, Chair
Councilor Carol Romero-Wirth
Councilor Jamie Cassutt
Commissioner Hank Hughes
Peter Ives, Alternate Citizen Member

Member(s) Excused:

Rolf Schmidt-Petersen, Citizen Member
T. Egelhoff, The Club at Las Campanas

BDD Public & Community Relations Officer Bernardine Padilla conducted the roll call votes.

3. Approval of Agenda

Upon motion by Councilor Romero-Wirth and second by Councilor Cassutt, the motion to approve the agenda passed by unanimous [5-0] roll call vote.

4. Matters from the Public – None were presented

5. Presentation & Informational Items: Discussion Agenda

- a. **Discussion for a Request for Approval of a Professional Services Agreement with Daniels Insurance, LLC, for Property & Casualty Insurance Broker/Agent of Record, to Procure Buckman Direct Diversion Board Facility Required Insurance for Fiscal Year 2026**

COUNCILOR ROMERO-WIRTH: Move to approve.

COUNCILOR CASSUTT: Second.

CHAIR GREENE: We have a motion from Councilor Romero-Wirth and second from Councilor Cassutt. Roll call please.

The motion passed by unanimous [5-0] roll call vote.

**b. Daniels Insurance Inc., Property and Casualty Insurance
Broker/Agent of record for BDD Memo PSA FY2026**

CHAIR GREENE: Any issues, any discussion about this item?

COUNCILOR ROMERO-WIRTH: Move to approve.

COUNCILOR CASSUTT: Second.

CHAIR GREENE: We have a motion from Councilor Romero-Wirth and second from Councilor Cassutt. Thank you for moving this along. Roll call please.

The motion passed by unanimous [5-0] roll call vote.

**c. BDD Fiscal Year 2026 BAR for Daniels Insurance Premium and
Fees**

CHAIR GREENE: Any discussion?

COUNCILOR ROMERO-WIRTH: Move to approve.

CHAIR GREENE: Thank you, Councilor Romero-Wirth.

COUNCILOR CASSUTT: Second.

CHAIR GREENE: We have a motion from Councilor Romero-Wirth and second from Councilor Cassutt. Roll call please.

The motion passed by unanimous [5-0] roll call vote.

d. PSA Contract with Daniels Insurance for FY 2026

CHAIR GREENE: Any discussion?

COUNCILOR ROMERO-WIRTH: Move to approve.

COUNCILOR CASSUTT: Second.

CHAIR GREENE: We have a motion from Councilor Romero-Wirth and second from Councilor Cassutt. Roll call please.

The motion passed by unanimous [5-0] roll call vote.

6. Matters from the Board

CHAIR GREENE: Any matters? I will just say, Happy Fourth of July to everybody.

7. **Adjourn**

Having completed the agenda and with no further business to come before the Board, Chair Greene adjourned this meeting at approximately 3:10 p.m.

Approved by:

Justin Greene, Board Chair

Respectfully submitted:
Wordswork

ATTEST TO

KATHARINE E. CLARK
Santa Fe County Clerk