

1 **CITY OF SANTA FE, NEW MEXICO**

2 **RESOLUTION NO. 2025-\_\_**

3 **INTRODUCED BY:**

4  
5 Councilor Amanda Chavez

6 **AMENDMENT A – RED - CHAVEZ**

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9  
10 **A RESOLUTION**

11 **AUTHORIZING REPRESENTATIVES AND AGENTS FOR AN AGREEMENT WITH**  
12 **THE NEW MEXICO ENVIRONMENT DEPARTMENT, REGARDING**  
13 **AGREEMENT NUMBER SAP 24-I2457-GF, TO PLAN, DESIGN, AND CONSTRUCT**  
14 **IMPROVEMENTS ON JEMEZ ROAD, INCLUDING A SEWER LINE SOUTH OF**  
15 **AIRPORT ROAD, TO IMPROVE RESIDENTIAL SEPTIC SYSTEMS.**

16  
17 **WHEREAS**, in the Laws of 2024, Chapter 66, Section 20, Subsection 103, the New  
18 Mexico Legislature made an appropriation to the New Mexico Environment Department  
19 (“NMED”), for funds from which NMED is making available to the City of Santa Fe (“Grantee”  
20 OR “City”) through NMED Agreement Number SAP 24-I2457-GF (“Agreement”), incorporated  
21 as Attachment A, in the amount of two hundred and ten thousand (\$210,000), to plan, design, and  
22 construct improvements on Jemez Road, including a sewer line south of Airport Road to improve  
23 residential septic systems in the City of Santa Fe in Santa Fe County; and

24 **WHEREAS**, Article X. B. (v) of the Agreement, states that “the Grantee’s governing body  
25 has duly adopted or passed as an official act a resolution, motion or similar action authorizing the

1 person identified as the official representative of the Grantee to sign the Agreement and to sign  
2 Requests for Payment”, and adopting this resolution will satisfy this requirement; and

3 **WHEREAS**, in a letter dated August 24, 2023, the New Mexico Department of Finance  
4 and Administration (“DFA”) took the position that it required the City to initiate a fiscal agent  
5 relationship in order for the City to utilize its current State Capital appropriations, and DFA  
6 renewed this position in a letter dated August 20, 2024, for all current Capital outlay appropriations;  
7 and

8 **WHEREAS**, as a result of the DFA’s position, the City entered into a governmental  
9 services agreement, incorporated as Attachment B, with North Central Economic Development  
10 District (“NCEDD”) for fiscal agent services, in which NCEDD agreed to review and sign Requests  
11 for Payment for permissible expenditures, on December 19, 2023; and

12 **WHEREAS**, the terms of Amendment No. 3 to the Intergovernmental Service Agreement,  
13 Appropriation ID No. I2457, included as part of Attachment B, includes the project.

14 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
15 **CITY OF SANTA FE** that the following provisions shall apply to the Agreement:

16 A. The person listed below, or their successor, is the Grantee’s official representative  
17 and is authorized to sign the Agreement:

18 Grantee: City of Santa Fe  
19 Name: Alan Webber  
20 Title: Mayor  
21 Address: PO Box 909  
22 Santa Fe, NM 87504-0909  
23 Email: mayor@santafenm.gov  
24 Telephone: (505) 955-6590

25 B. The people listed below, or their successors, are the Grantee’s Fiscal Agent and

1 the Official Representative, who are authorized, respectively, to sign Request for Payment (Fiscal  
2 Agent) and to act as the project contact and sign all other documents necessary to fulfill the Grant  
3 Agreement and the Requirements (Public Works Director):

4                                   Grantee:           City of Santa Fe  
5                                   Name:            Felicity Fonseca;  
6                                   Title:           Community Development Director, North Central New  
7   Mexico Economic Development District, Contracted  
8   Fiscal Agent;  
9                                   Address:         644 Don Gaspar Ave.  
10    Santa Fe, Nm 87505  
11                                  Email:           felicityf@ncnmedd.com  
12                                  Telephone:      (505) 356-9098  
13                                  Name:           ~~[Regina Wheeler]~~ Stan Holland  
14                                  Title:           ~~[Public Works Director]~~ PE Public Utilities Engineer  
15                                  Address:         ~~[737 Agua Fria St.~~  
16    ~~Santa Fe, Nm 87501]~~  
17    73 Paseo Real  
18    Santa Fe, NM, 87508  
19                                  Email:           ~~[rawheeler@santafenm.gov]~~ tsholland@santafenm.gov  
20                                  Telephone:      ~~[(505) 955-6622]~~ (505) 955-4637

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22           C.       The person listed below, or their successor, is the Capital Projects Monitoring  
23 System (CPMS) contact who is designated to update the CPMS database monthly per Article VIII.  
24 A. of the Intergovernmental Grant Agreement:

25                                   Grantee:           City of Santa Fe

1 Name: David Chapman  
2 Title: Grant Administrator  
3 Address: P.O. Box 909  
4 Santa Fe, NM, 87504  
5 Email: dachapman@santafenm.gov  
6 Telephone: (505) 955-6251

7 D. The person listed below, or their successor, is the contact who is designated to  
8 receive Notice of Obligations (NOOs):

9 Grantee: City of Santa Fe  
10 Name: ~~Jesse Roach~~ David Chapman  
11 Title: ~~Interim Utilities Director~~ Grant Administrator  
12 Address: ~~801 W. San Mateo~~  
13 ~~Santa Fe, NM, 87504~~  
14 ~~P.O. Box 909~~  
15 ~~Santa Fe, NM, 87504~~  
16 Email: [~~jdroach@santafenm.gov~~] dachapman@santafenm.gov  
17 Telephone: [~~(505) 955-4309~~] (505) 955-6251

18 **BE IT FURTHER RESOLVED**, the Resolution Form included on page 18 of 21 in  
19 Attachment A, SAP 24-I2457-GF is the form used for this Resolution.

20 PASSED, APPROVED, and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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\_\_\_\_\_  
ALAN WEBBER, MAYOR

1 ATTEST:

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\_\_\_\_\_

4 ANDRÉA SALAZAR, CITY CLERK

5 APPROVED AS TO FORM:

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8 ERIN K. McSHERRY, CITY ATTORNEY

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24 *Legislation/2025/Resolutions/ SAP 24-I2457-GF Jemez Road Designating Authorized Representatives and Agents*