



Agenda

Regular Meeting of the Quality
of Life Committee
September 3, 2025 at 5:00 PM
Council Chambers, City Hall
200 Lincoln Avenue

Procedures for Quality of Life Committee Meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Consent Agenda
5. Presentations
 - a. Housing NM Presentation (rpowell@housingnm.org and ihernandez@housingnm.org)
 - b. Santa Fe Police Department Axon My90 Community Engagement Tool (Ben Valdez, Deputy Chief of Police; bpvaldez@santafenm.gov)
6. Action Items: Consent Agenda
 - a. Request for Approval of the August 20, 2025, Quality of Life Committee Meeting Minutes. (Marcella A. Apodaca, Business Operations Manager; maapodaca1@santafenm.gov)

Committee Review:

Quality of Life Committee: 09/03/2025

- b. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$224,394 to Re-Appropriate Agency's Unused One-Time Funding from the FY25 Budget to FY26 to Support Wildfire Detection and Planning. (Kyle Morgan, Emergency Interim Director; klmorgan@santafenm.gov)

Committee Review:

Quality of Life Committee: 09/03/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

- c. Request for Approval of a Budget Amendment Resolution (BAR) in the Total

Amount of \$251,110 to Re-Appropriate Agency's Unused One-Time Funding from the FY25 Budget to FY26 to Support Vehicle Barriers. (Kyle Morgan, Emergency Interim Director; klmorgan@santafenm.gov)

Committee Review:

Quality of Life Committee: 09/03/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

- d. CONSIDERATION OF RESOLUTION NO. 2025-____. (Councilor Amanda Chavez and Councilor Pilar Faulkner)
A Resolution Adopting Strategies to Participate in Suicide Prevention Awareness Month, September, by Increasing City of Santa Fe Employees' Awareness about Suicide Prevention Resources and Calling on all Santa Fe Employers to Participate in Suicide Prevention Month. (Andrea Phillips, Deputy City Manager; akphillips@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/27/2025

Public Works and Utilities Committee: 09/02/2025

Quality of Life Committee: 09/03/2025

Governing Body: 09/10/2025

- e. CONSIDERATION OF RESOLUTION NO. 2025-____. (Councilor Jamie Cassutt, Councilor Pilar Faulkner, and Councilor Alma Casto)
A Resolution Convening a Charter Review Commission No Later than April of 2026 to Consider Mayor and City Councilor Powers. (Marci Eannarino, Legislation and Policy Innovation Manager; maeannarino@santafenm.gov, Palmer Anderson, Policy Analyst; pcanderson@santafenm.gov, and Christine Spiers, Legislative Assistant; cmspiers@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/27/2025

Public Works and Utilities Committee: 09/02/2025

Quality of Life Committee: 09/03/2025

Finance Committee: 09/08/2025

Governing Body: 09/10/2025

- f. CONSIDERATION OF RESOLUTION NO. 2025-____. (Mayor Alan Webber and Councilor Jamie Cassutt)
A Resolution Authorizing Foreclosure of Certain Municipal Liens and Inviting Santa Fe County to Address Tax-Delinquent Properties within City Limits as Additional Strategies to Address Nuisance Properties in the City. (Frank Ruybalid, Assistant City Attorney; feruybalid@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/27/2025

Public Works and Utilities Committee: 09/02/2025

Quality of Life Committee: 09/03/2025
Governing Body: 09/10/2025

7. Action Items: Discussion Agenda

- a. CONSIDERATION OF RESOLUTION NO.2025-_____. (Councilor Carol Romero-Wirth, Councilor Jamie Cassutt, Councilor Pilar Faulkner, and Mayor Alan Webber)
A Resolution Adopting Improvements to the Budget Process for the Fiscal Year 2026/2027 Annual Operating Budget. (Rod Gould, Senior Advisor and Public Engagement Coordinator; rsgould@santafenm.gov and Emily K. Oster, Finance Director; ekoster@santafenm.gov)

Committee Review:

Governing Body (Introduced): 08/13/2025
Quality of Life Committee:08/20/2025
Finance Committee: 08/25/2025
Governing Body: 08/27/2025

8. Executive Session
9. Matters from Staff
10. Matters from the Committee
11. Matters from the Chair
12. Next Meeting:
13. 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.

Housing New Mexico MFA

City of Santa Fe
Quality of Life Committee

Robyn Powell
*Senior Director of Policy &
Planning*



Housing Needs in Santa Fe

- From 2017 to 2022, Santa Fe's population grew 4.2%, which exceeds the rate of 1.1% for the New Mexico.
- In Santa Fe, 40.8% of unit vacancy can be attributed to “seasonal, recreational, or occasional use,” whereas this rate for the state is 30.1%.
- In Santa Fe, 58.1% of renters earning less than \$50,000 housing cost burdened, meaning they pay more than 30% of their income towards housing. This rate for the state is 47.7%.
- In Santa Fe, 8.6% of renters can afford to purchase the median priced home (\$598,000). Statewide, 13.5% of renters can afford to purchase the median priced home (\$345,000).

Visit <https://housingnm.org/resources/housing-needs-assessment> to access the complete **2025 New Housing Needs Assessment**.

Rental Development Pipeline in Santa Fe

Project	Total Development Cost	Units	Anticipated Placed in Service
Nueva Acequia (9%)	\$18,846,413	53	12/27
Country Club	\$21,593,630	62	6/26
Ocate Apartments	\$22,275,632	60	6/26
Nueva Acequia (4%)	\$31,841,321	106	2/28
Cresta Ranch	\$103,995,896	240	4/27
Turquoise Trail	\$131,189,030	312	12/26
JLG NM SAF 2023	\$81,286,062	228	11/25
Bella Luz (Lamplighter Conversion)	\$12,846,462	58	10/25

A total of 1,116 units are in development pipeline within Santa Fe, totaling \$424 million in investment.

Homeownership Programs

FirstHome 1st Mortgage

- A mortgage loan for individuals or families who have not owned a home in the past three years.

HomeForward 1st Mortgage

- A mortgage loan for individuals or families who have owned a home in the past three years or who do not qualify for Housing New Mexico's FirstHome loan program.

FirstDown DPA

- Exclusively for first-time homebuyers.
- Provides up to 4% of the home sale price to assist with down payment and closing costs.

HomeNow DPA

- A down payment and closing cost second mortgage loan that is available to available to first-time homebuyers who have lower household incomes.
- The loan has a 0% interest rate and may be forgiven after 10 years if certain conditions are met.

HomeForward DPA

- Borrower does not have to be a first-time homebuyer.
- Fixed-rate second mortgage loan with a 10 or 15- year term that provides funds up to 3% of the sales price that can be used toward

Preservations Programs

Weatherization

- Energy saving measures and home repairs for health and safety reasons are provided at no cost to occupants.

Homeowner Rehabilitation

- Rehabilitation and essential improvements of homes owned by low- and moderate-income households.

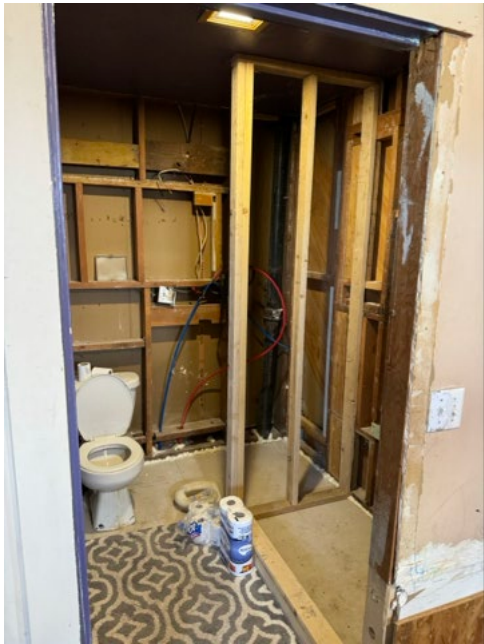
Restoring Our Communities (ROC)

- Acquisition, rehabilitation, and resale of single-family properties.

Preservation Impact

Before

After



Before

After



Audrey's home posed immediate health and safety risks for her and her three children. Without a functioning bathroom, the family relied on a neighbor's property just to shower. Through the Home Improvement Program, Housing New Mexico completed a full rehabilitation of the home, providing the family with safe, secure housing where they can thrive. During the process, a hidden gas leak was discovered—one that had been unknowingly causing health issues such as persistent headaches. The issue was fully addressed, with all new gas lines installed and brought up to code, ensuring the family's long-term safety.

Programs for Vulnerable Populations

New Mexico's low-income residents face the most severe challenges in securing affordable housing. Job loss or other unforeseen economic difficulty can cause families to lose, or face the precipice of losing, their home. In some cases, serious mental illness and/or substance use disorders can further impede their ability to achieve housing security.

Through its extensive partner network, Housing New Mexico administers a range of programs that leverage state and federal funding to assist New Mexico's vulnerable populations to exit, or to prevent, homelessness and support their long-term stability.

Homeless Shelter
Operations &
Emergency
Assistance

Rental Assistance

Recovery Housing

State Funded
Housing Vouchers

Federally Funded
Housing Vouchers

Landlord
Incentives

Santa Fe Service Providers for Vulnerable Populations

Homeless Shelters

- St. Elizabeth Shelter
- Youth Shelters & Family Services

Rental Assistance

- Casa Milagro
- Esperanza Shelter for Battered Families, Inc.
- St. Elizabeth Shelter
- The Life Link
- Youth Shelters & Family Services
- Southwest Care - North

State Funded Permanent Supportive Housing Vouchers

- The Life Link

Housing New Mexico MFA

Questions

Robyn Powell
*Senior Director of Policy &
Planning*





Axon My90 Community Engagement Tool

Santa Fe Police Department



Axon My90

- Community engagement, feedback and customer service tool
- The solution has three key offerings:
 - Automated messaging
 - Post-Contact / Community Feedback
 - Employee Feedback

Automated Messaging

- Allows an agency to provide high levels of customer service for those calling for assistance.
- Agencies can customize message templates to manage expectations, provide pre-arrival information and updates, and collect feedback.

Post-Contact/Community Feedback

- Agencies connect to their preferred data source. Most frequently this is their computer aided dispatch (CAD) system, but any system can be utilized. Other options also include RMS and E-Citation amongst others.
- My90 connects to our agency's CAD system to gather the community contact information.

Post-Contact/Community Feedback

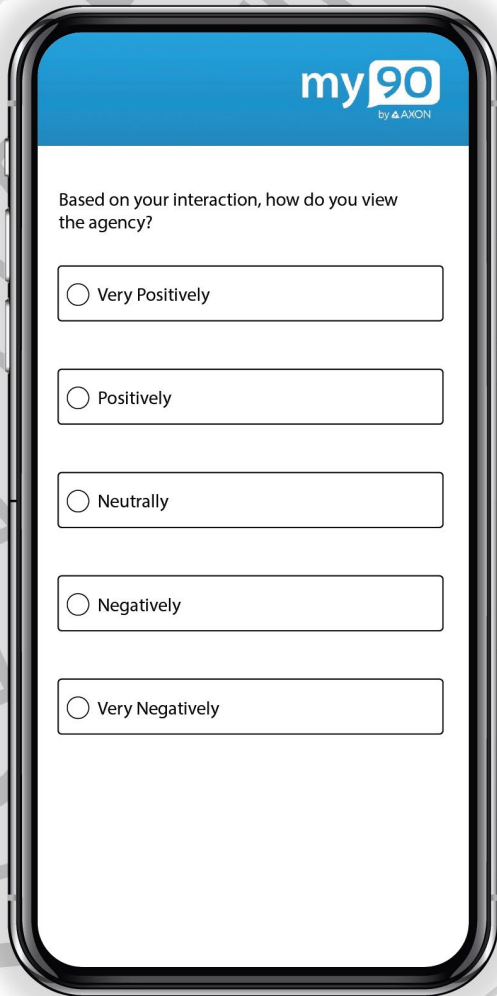
- My90 takes the phone number of the community member and sends our agency branded communication to them.
- A web-based survey is provided that supports multiple-languages and device types so everyone has an opportunity to share information about their interaction.
- Once feedback is collected, it is aggregated and visualized for our agency.

Employee Feedback

- We realize that an organizations staff are the most important resource we have, with my90's employee resources, organizational leadership can gain valuable, on-going insight into the health and pulse of the organization.
- Surveys are handcrafted for our organization's needs and initiatives, feedback is collected confidentially from our staff so we can ensure the feedback we are getting is candid, and everything is displayed in our interactive dashboards.
- Surveys can be sent to all staff including sworn, non-sworn, and administrative.
- Delivery methods can include SMS, email, or both.

Why is SFPD doing this?

- The My90 tool enables SFPD to collect feedback from our community without any extra steps to our workflow.
- SFPD has partnered with Axon to gain insights from our community, highlight exceptional work, and drive outcomes and improvements through actionable feedback.



Who receives the surveys?

- Surveys are automatically sent via text to people who make specific types of service calls.
- Surveys are not sent after arrests, medical emergencies, or violent crimes.



My90 Text Message

Thank you for calling the Santa Fe Police Department. Please share your confidential feedback.

Gracias por llamar al Departamento de Policía de Santa Fe. Cuéntanos tu experiencia.

<https://surveys.my90.axon.com/s3/Santa-Fe-PD>

Reply STOP to opt out of messages.

⊕ Text message

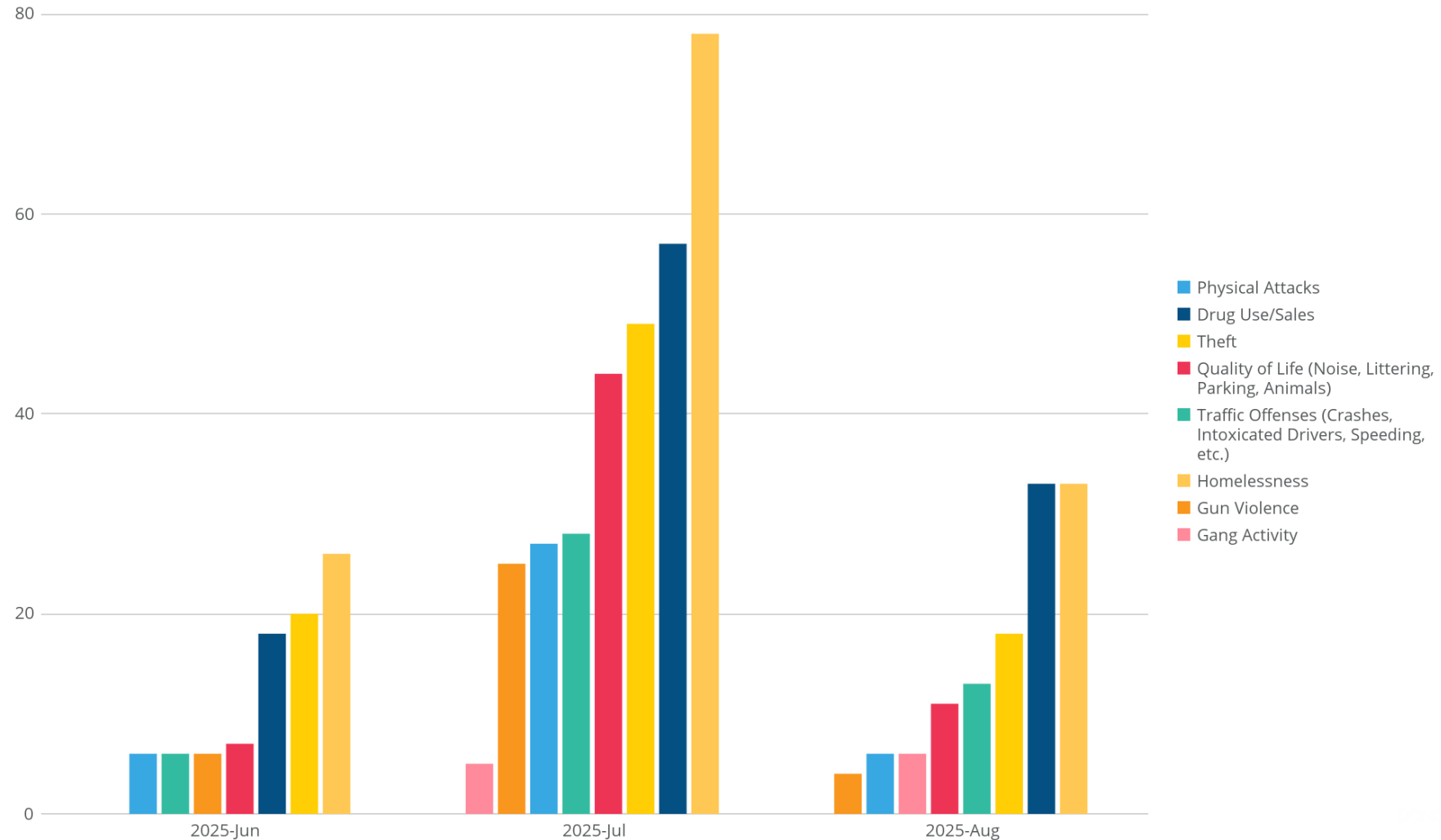


Survey Feedback from Our Community



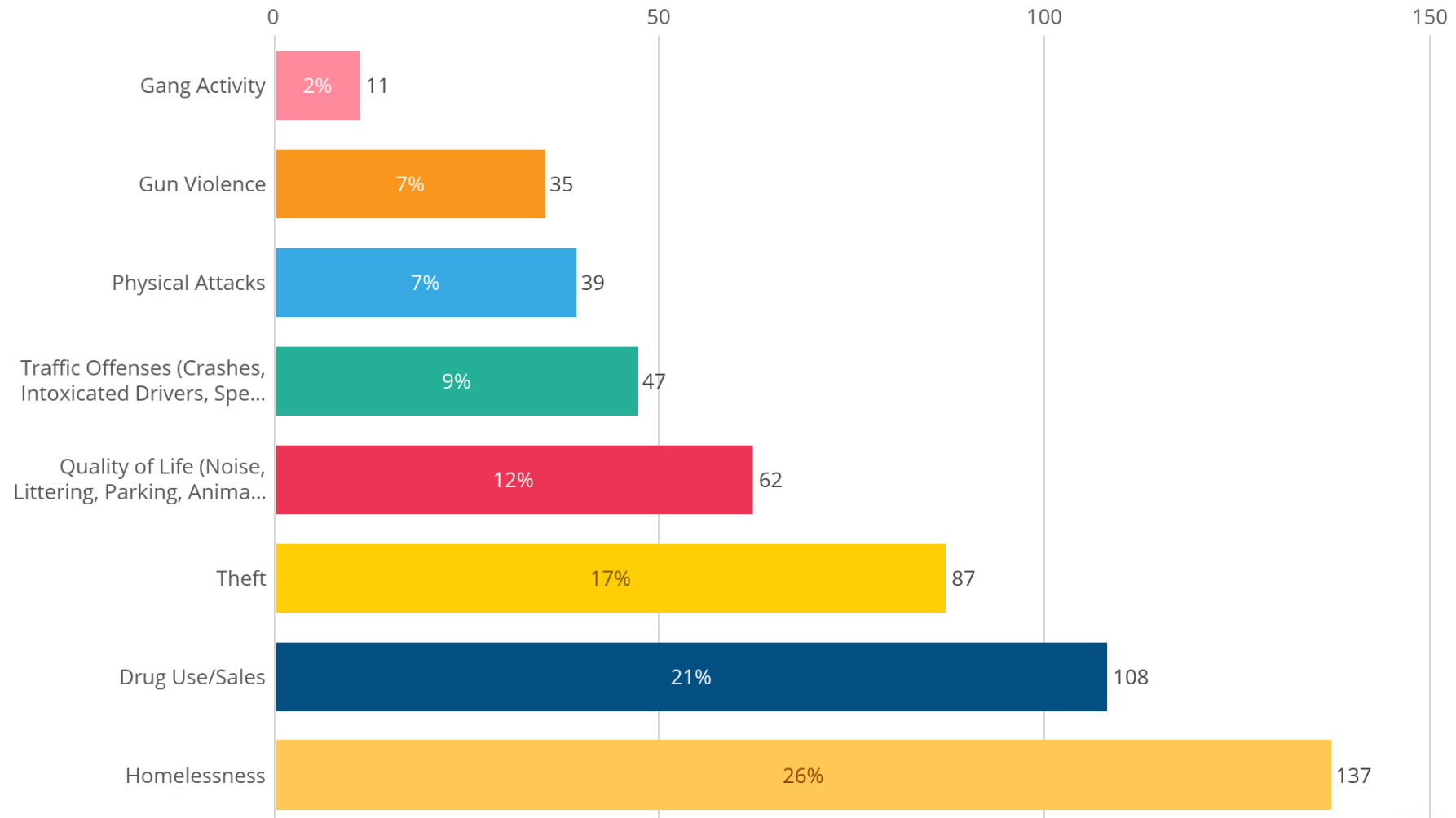
Community Concerns

Jun 20, 2025 - Aug 10, 2025, by Month



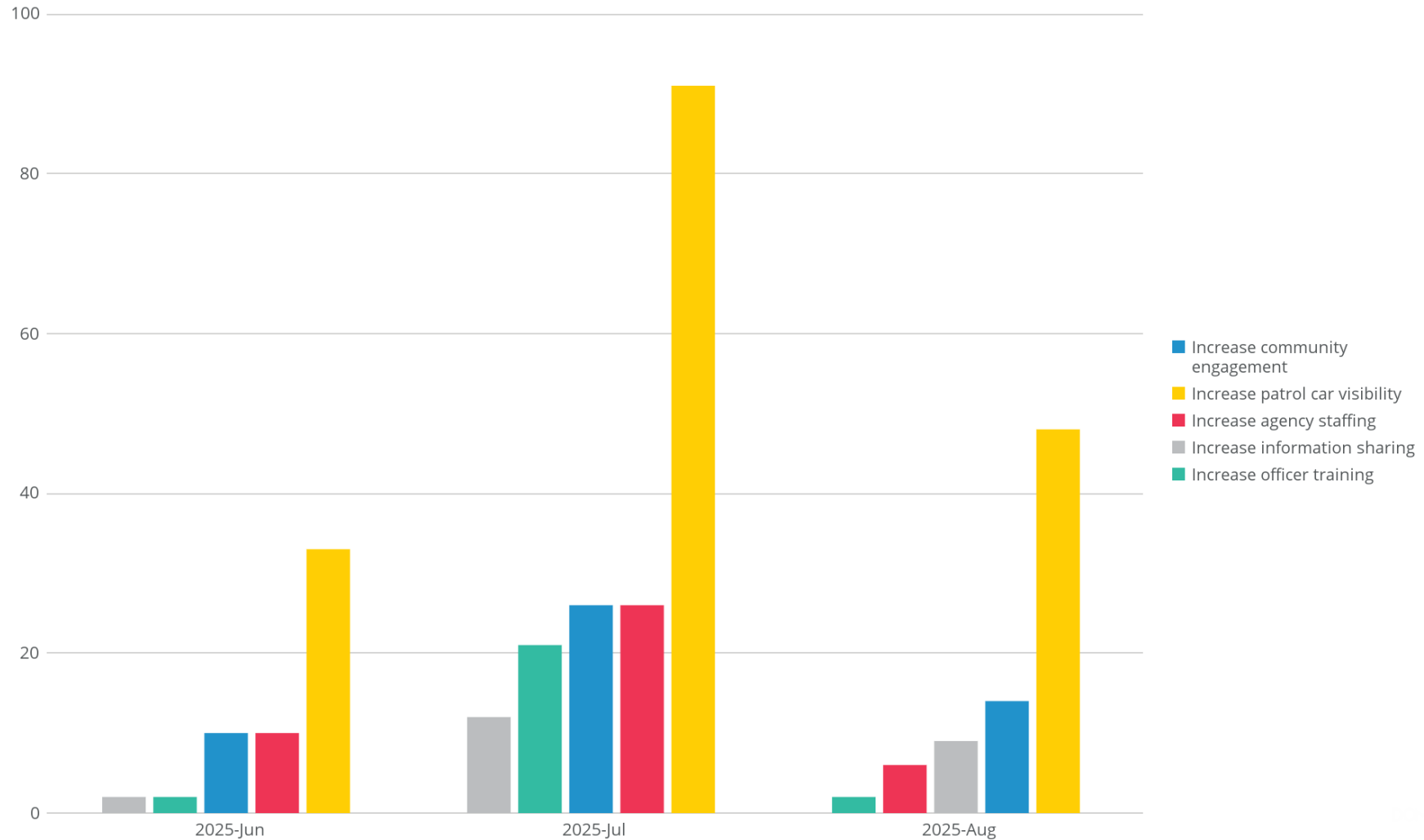
What is your top safety concern in your community?

Jun 20, 2025 - Aug 10, 2025



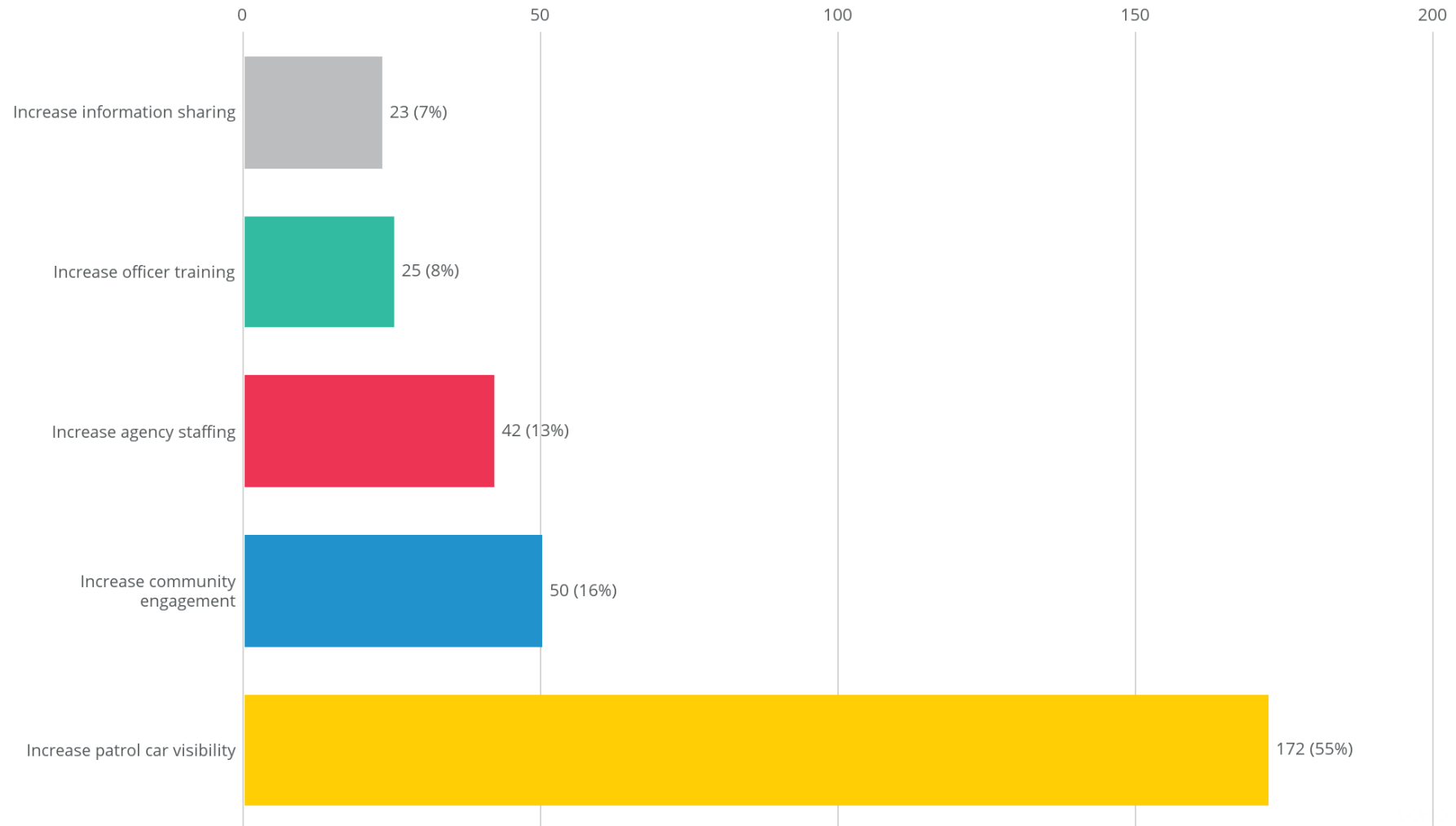
Community Requests

Jun 20, 2025 - Aug 10, 2025, by Month



What would you most like Santa Fe PD to do to improve safety in your community?

Jun 20, 2025 - Aug 10, 2025



Employee Call Outs!



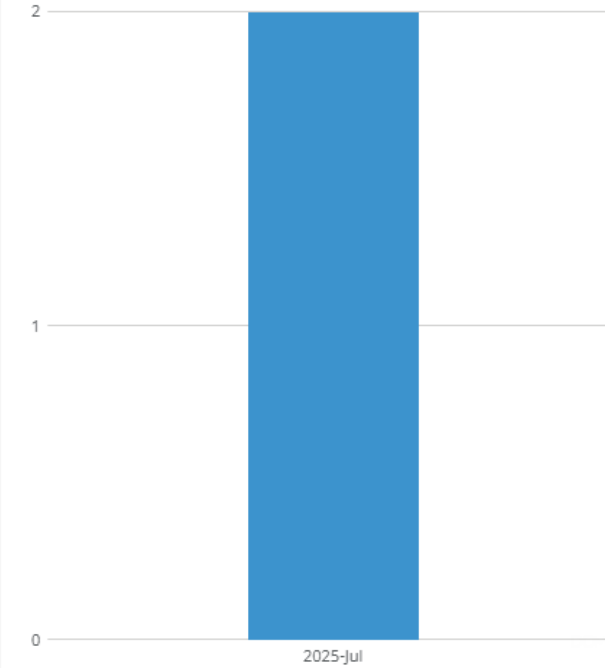
Officer Positive Sentiment Leaderboard

17 Callouts Last 90 Days

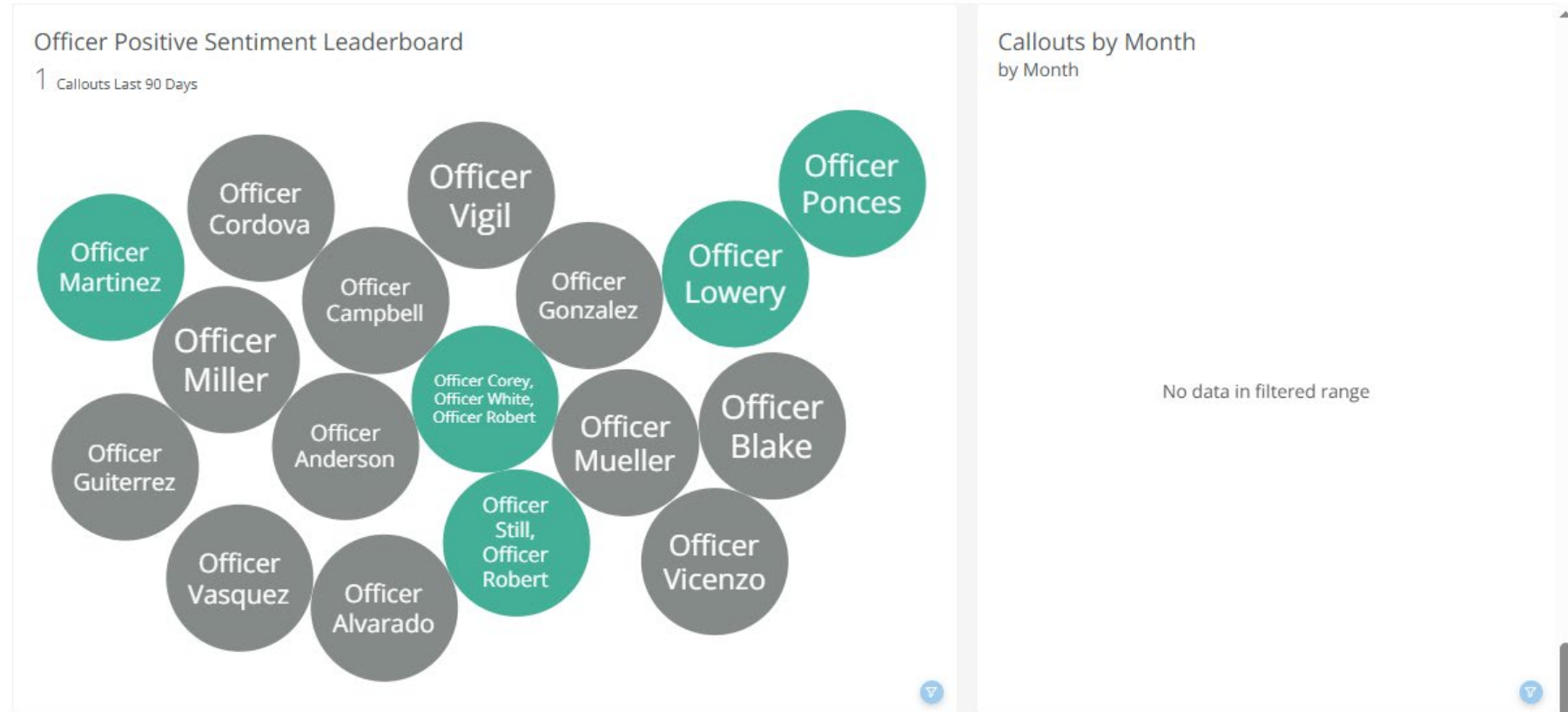


Callouts by Month

by Month



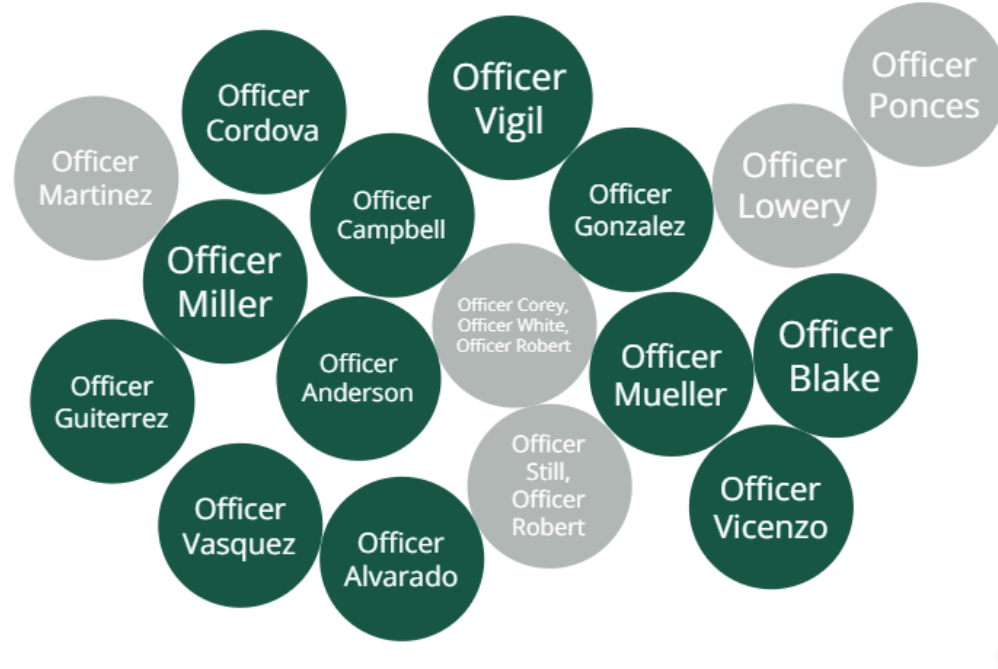
For the first time I had a positive experience with SFPD.



Officer Robert Still was trauma informed and conscientious. He helped us support our minor juvenile offender in a thoughtful and caring way that set appropriate boundaries with our troubled teen. Thank you Officer Still you are helping us trust the police department and feel safe as civilians.

Officer Positive Sentiment Leaderboard

1 Callouts Last 90 Days



Callouts by Month by Month

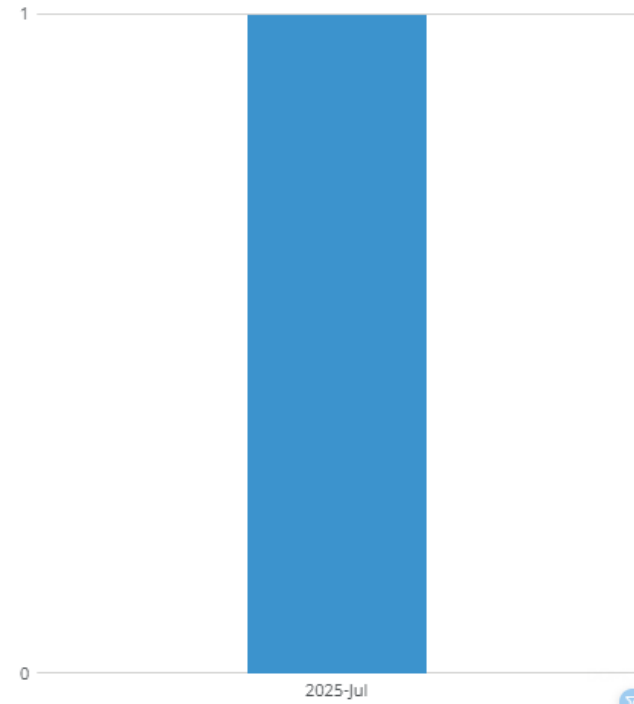
No data in filtered range

Officer Miller was very reassuring and set my mind at ease after I learned that my car had been stolen. He answered all my questions and provided me with applicable facts which lessened my anxiety. He was quick and very courteous with both me and my daughter. I was very impressed with the SFPD. Thank you!

1 Callouts Last 90 Days



by Month



Officer Martinez went above and beyond to answer my questions and was empathetic. I appreciated her efforts.



Questions?

**QUALITY OF LIFE COMMITTEE
WEDNESDAY, AUGUST 20, 2025, 5:00 PM
CITY COUNCIL CHAMBERS, CITY HALL
200 LINCOLN AVENUE, SANTA FE, NEW MEXICO**

1. CALL TO ORDER

A meeting of the Quality of Life Committee was called to order on Wednesday, August 20, 2025, at 5:00 pm, by Councilor Cassutt, Chair, at City Hall, in the City Council Chambers, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Councilor Jamie Cassutt, Chair
Councilor Amanda Chavez
Councilor Michael Garcia
Councilor Alma Castro

MEMBERS ABSENT

Councilor Pilar Faulkner, Excused

OTHERS PRESENT

Marcella Apodaca, Committee Liaison
Elisa Montoya, Director, Community Development Department
Henri Hammond Paul, Director, Community Services Department

3. APPROVAL OF AGENDA

MOTION A motion was made by Councilor Chavez, seconded by Councilor Castro, to approve the agenda as presented.

VOTE The motion passed on a voice vote.

Councilor Chavez, yes; Councilor Castro, yes; Councilor Michael Garcia, yes; Chair Cassutt, yes.

4. APPROVAL OF CONSENT AGENDA

Item 6 (H) and (I) were pulled for discussion.

MOTION A motion was made by Councilor Chavez, seconded by Councilor Castro, to approve the Consent Agenda as amended.

VOTE The motion passed on a roll call vote as follows:

Councilor Castro, yes; Councilor Chavez, yes; Councilor Michael Garcia, yes; Chair Cassutt, yes.

5. PRESENTATIONS

A. ECONOMIC DEVELOPMENT BROADBAND AND WI-FI UPDATE

Given.

B. GCCC ICE ARENA UPDATE

Given

6. ACTION ITEMS: CONSENT AGENDA

A. REQUEST FOR APPROVAL OF THE AUGUST 6, 2025, QUALITY OF LIFE COMMITTEE MEETING MINUTES

Approved on consent.

B. REQUEST FOR APPROVAL OF A TITLE III FEDERAL AND STATE SUB-AWARD # 2025-26-60026 FOR SERVICES WITH NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT NON-METRO AREA AGENCY ON AGING IN HOME SUPPORT, TRANSPORTATION, NUTRITION, IN THE TOTAL AMOUNT OF \$737,207.56 THROUGH JUNE 30, 2026.

Approved on consent.

C. REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION (BAR) IN THE TOTAL AMOUNT OF \$244,838 TO RE-APPROPRIATE ONE-TIME FUNDING FROM FY25 TO FY26 FOR SECURITY SERVICES.

Approved on consent.

D. REQUEST FOR APPROVAL OF MEMORANDUM OF AGREEMENT WITH THE NEW MEXICO HEALTH CARE AUTHORITY IN THE AMOUNT OF \$583,620.26 FOR THE PURPOSE OF PARTICIPATION IN

THE NM AMBULANCE SUPPLEMENTAL PAYMENT PROGRAM WITH A RETURN REVENUE OF \$2,094,456.35 FROM THE FEDERAL MEDICAID PROGRAM.

Approved on consent

- E. REQUEST FOR APPROVAL OF A BUDGET AMENDMENT RESOLUTION (BAR) TO ALLOCATE FY25 ONE-TIME FUNDING TO THE FY26 BUDGET IN THE AMOUNT OF \$78,285.**

Approved on consent.

- F. REQUEST FOR APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN HEADWATER ECONOMICS, INC., A MONTANA NONPROFIT CORPORATION FOR COMMUNITY PLANNING ASSISTANCE FOR WILDFIRE PROGRAM.**

Approved on consent.

- G. CONSIDERATION OF RESOLUTION NO. 2025-_____. CALLING ON THE NEW MEXICO CONGRESSIONAL DELEGATION TO ADVOCATE FOR THE PRESERVATION AND MANAGEMENT OF NEW MEXICO'S PUBLIC LANDS.**

Approved on consent.

- H. CONSIDERATION OF RESOLUTION NO. 2025-_____. A RESOLUTION ADOPTING IMPROVEMENTS TO THE BUDGET PROCESS FOR THE FISCAL YEAR 2026/2027 ANNUAL OPERATING BUDGET.**

MOTION A motion was made by Councilor Chavez, seconded by Councilor Michael Garcia, to approve the Resolution.

VOTE The motion passed on a roll call vote as follows:

Councilor Chavez, yes; Councilor Castro, yes; Councilor Michael Garcia, yes, Chair Cassutt, yes.

- I. CONSIDERATION OF RESOLUTION NO. 2025-_____. A RESOLUTION AUTHORIZING THE SALE AND CONSUMPTION OF BEER AND WINE DURING THE ROUTE 66 CENTENNIAL FESTIVAL 2025 CONCERT ON OCTOBER 11, 2025, PURSUANT TO SUBSECTION 23-6.2C SFCC 1987.**

MOTION A motion was made by Councilor Chavez, seconded by Councilor Castro, to approve the Resolution.

MOTION A motion was made by Councilor Chavez, seconded by Councilor Castro, to move Amendment A to the Resolution.

VOTE on the amendment The motion passed on a roll call vote as follows:

Councilor Chavez, yes; Councilor Castro, yes; Councilor Michael Garcia, yes, Chair Cassutt, yes.

VOTE on the main motion The motion passed on a roll call vote as follows:

Councilor Chavez, yes; Councilor Castro, yes; Councilor Michael Garcia, yes, Chair Cassutt, yes.

7. ACTION ITEMS: DISCUSSION AGENDA

None.

8. EXECUTIVE SESSION

None.

9. MATTERS FROM STAFF

Heard.

10. MATTERS FROM THE COMMITTEE

None.

11. MATTERS FROM THE CHAIR

None.

12. NEXT MEETING: WEDNESDAY, SEPTEMBER 3, 2025

13. ADJOURN

There being no further business before the Committee, the meeting adjourned at 6:35 pm.

Councilor Jamie Cassutt, Chair

Elizabeth Martin

[Elizabeth Martin \(Aug 26, 2025 09:48:55 MDT\)](#)

Elizabeth Martin, Stenographer



DATE: August 15, 2025

TO: Governing Body
Finance Committee
Quality of Life Committee
Andy Hopkins, Budget Officer

VIA: Henri Hammond-Paul, Community Health and Safety Director *H-H-P*
Marcella Apodaca, Business Operations Manager *Marcella Apodaca*

FROM: Kyle Morgan, Emergency Management Coordinator & Interim Director *Kyle Morgan*

ITEM AND ISSUE:

Request Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$224,394 to Re-Appropriate Agency's Unused One-Time funding from the FY25 Budget to FY26. These Funds will be Used for Wildfire Detection and Planning. (Kyle Morgan, Emergency Interim Director; klmorgan@santafenm.gov)

BACKGROUND AND SUMMARY:

The City of Santa Fe Office of Emergency Management received FY25 funding for the following projects. Due to procurement and contract approval timelines, both projects will need to be carried over into FY26.

1. Wildfire identification thermal camera installation at McClure Dam

This funding is for the purchase and installation of a thermal video surveillance system at McClure dam with a viewshed of the lower extent of the Santa Fe Municipal Watershed. This will aid in early detection and triangulation of potential wildfire starts to support rapid decision making and resource allocation. The contract is approved to form by the City and the Vendor as of 7/28/2025.

2. Continuity of Operations and Distribution Management Planning

Procurement is complete, and work has begun with a vendor under FY25 PO 22506142. This funding will need to be carried over into FY26 to continue work on these critical planning documents.

ACTION REQUESTED:

The Community Health and Safety Department/Emergency Management requests the approval of the Carryforward Request.

Account

Fund	100	GENFUND	Acct	100-15-13-2850-000-00-000-510300-	
Org	1002850	GFEmrgMgmt	Acct name	Professional Contracts	<input type="button" value="Account Notes"/>
Object	510300	Prfsl Cntr	Type	Expense	Status Active
Project	<input type="button" value=""/>		Rollup	GFEMC	<input checked="" type="checkbox"/> EmergencyMgmtCNT
			Sub-Rollup	<input type="button" value=""/>	
			<input type="checkbox"/> MultiYr Fund		

4 Year Comparison Current Year History 4 Year Graph History Graph

Yr/Per 2025/01	Fiscal Year 2025	Fiscal Year 2024	Fiscal Year 2023	Fiscal Year 2026
Original Budget	.00	.00	.00	7,000.00
Transfers In	240,000.00	.00	.00	.00
Transfers Out	-7,816.00	.00	.00	.00
Revised Budget	232,184.00	.00	.00	7,000.00
Actual (Memo)	7,789.50	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	224,394.50	.00	.00	7,000.00
Percent used	3.35	.00	.00	.00



DATE: August 15, 2025

TO: Governing Body
Finance Committee
Quality of Life Committee
Andy Hopkins, Budget Officer

VIA: Henri Hammond-Paul, Community Health and Safety Director *H-H-P*
Marcella Apodaca, Business Operations Manager *Marcella Apodaca*

FROM: Kyle Morgan, Emergency Management Coordinator & Interim Director *Kyle Morgan*

ITEM AND ISSUE:

Request Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$251,110 to Re-Appropriate Agency's Unused One-Time funding from the FY25 Budget to FY26. These Funds will be Used for Vehicle Barriers. (Kyle Morgan, Emergency Interim Director; klmorgan@santafenm.gov)

BACKGROUND AND SUMMARY:

Mobile Anti-Vehicle Ramming Barriers (\$251,110.00)

One-time funding from available 365 Fund Balances ORG/OBJ: 1002850/570500 (Equipment and Machinery > \$5,000)

This funding would allow for the purchase of 16 rapidly deployable barriers, a trailer, and accessories to keep event goers safe at large events within city limits (Zozobra, Indian Market, etc.). City staff from OEM, SFPD, SFFD, and Parks have received multiple demonstrations of this product and believe this to be a significant upgrade from our current road closure and barrier systems. Our current limited supply of equipment is manually intensive to deploy and move a single barrier, whereas a full trailer of this type of barrier system can be deployed by a single person in approximately 15 minutes.

ACTION REQUESTED:

The Community Health and Safety Department/Emergency Management requests the approval of the Carryforward Request.

Account

Fund: 100 GENFUND Acct: 100-15-13-2850-000-000-570500-
 Org: 1002850 GFEmrgMgmt Acct name: Equipment & Machinery >\$5K [Account Notes](#)
 Object: 570500 Eqp&MchnNE Type: Expense Status: Active
 Project: Rollup: GFEMN EmergencyMgmtNEP
 Sub-Rollup: MultiYr Fund

[4 Year Comparison](#) [Current Year](#) [History](#) [4 Year Graph](#) [History Graph](#)

Yr/Per 2025/01	Fiscal Year 2025	Fiscal Year 2024	Fiscal Year 2023	Fiscal Year 2026
Original Budget	.00	.00	.00	.00
Transfers In	256,484.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	256,484.00	.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	256,484.00	.00	.00	.00
Percent used	.00	.00	.00	.00

Account Inquiry [CITY OF SANTA FE] > Account Detail

Org: 1002850 Object: 570500 Project: Account: 100-15-13-2850-00000-000-570500-
 Account Description: Equipment & Machinery >\$5K

Posted	YR/Per	Journal	Eff Dt	Post Date	Src	Ref1	Project String	PO/Ref2	Ref3	Ref4	Amount	Doc
Y	2025/12	513993	06/16/25	06/23/25	BUA	EMR		EMG	T	ECCGenerat	5,374.00	
Y	2025/08	583059	02/27/25	03/04/25	BUA	EMR		EMG	T	OEM TIME	251,110.00	



CITY OF SANTA FE

Memorandum

Date: August 21, 2025

To: Governing Body, Public Works and Utilities Committee, Quality of Life Committee, and Governing Body

From: Andrea Phillips, Deputy City Manager

Via: Mark Scott, City Manager

RE: Increases in Accessibility to Crisis Support

EXECUTIVE SUMMARY:

As part of participation in Suicide Prevention Awareness Month, the proposed resolution directs the City Manager to work with the necessary City of Santa Fe (“City”) departments to take the following actions:

- 1) Print all future City employee identification cards with mental health and crisis support resource information.
- 2) Explore re-printing current employee identification cards with suicide prevention and crisis support information.
- 3) Explore creating suicide prevention awareness signage for City-owned buildings, including identifying appropriate content for the signs and ways to appropriately post and maintain the signs so that employees and community members who are inside City-owned buildings have access to potentially life-saving support services.

BACKGROUND:

The most recent available data from the New Mexico Department of Health, provides the following context for this proposal: New Mexico has consistently maintained one of the highest suicide rates in the United States. In 2022, nearly 25 of every 100,000 New Mexicans died by suicide. Over the past decade, suicide deaths in New Mexico have increased by eighteen percent, rising from four hundred thirty-five deaths in 2012 to five hundred thirteen deaths in 2022.

ATTACHMENTS:

Resolution
Fiscal Impact Report

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

2 **RESOLUTION NO. 2025-__**

3 **INTRODUCED BY:**

4
5 Councilor Amanda Chavez

6 Councilor Pilar Faulkner

7
8
9 **A RESOLUTION**

10 **ADOPTING STRATEGIES TO PARTICIPATE IN SUICIDE PREVENTION**
11 **AWARENESS MONTH, SEPTEMBER, BY INCREASING CITY OF SANTA FE**
12 **EMPLOYEES' AWARENESS ABOUT SUICIDE PREVENTION RESOURCES AND**
13 **CALLING ON ALL SANTA FE EMPLOYERS TO PARTICIPATE IN SUICIDE**
14 **PREVENTION AWARENESS MONTH.**

15
16 **WHEREAS**, according to the most recent available data from the New Mexico
17 Department of Health (NMDOH) from 2022, New Mexico has the fourth highest suicide rate in the
18 United States, 24.7 deaths per 100,000 residents; and

19 **WHEREAS**, also according to NMDOH, over the past decade, suicide deaths in New
20 Mexico have increased by eighteen percent (18%), rising from four hundred thirty-five (435)
21 deaths in 2012 to five hundred thirteen (513) deaths in 2022; and

22 **WHEREAS**, according to New Mexico Children's Cabinet, in 2023, fourteen-point eight
23 percent (14.8%) of New Mexico's public high school students reported that they seriously
24 considered attempting suicide in the past twelve (12) months; and

25 **WHEREAS**, increasing awareness about mental health and crisis support resources is

1 important in the effort to increase access to those resources and reduce New Mexico’s high rates
2 of suicide and suicide attempts; and

3 **WHEREAS**, to increase awareness about mental health resources, several states including
4 California, New Jersey, Michigan, Nebraska, Washington, and Wisconsin have enacted legislation
5 requiring public school student identification cards to include suicide prevention hotlines, and this
6 kind of action makes sense for municipal institutions as well; and

7 **WHEREAS**, the City of Santa Fe (“City”) can increase awareness about mental health
8 resources by printing crisis resource information such as the National Suicide Prevention Line, Peer
9 to Peer Warmline, 988 Suicide and Crisis Lifeline, and the New Mexico Crisis and Access Line on
10 employee identification cards and by posting crisis help informational signage in City-owned
11 buildings; and

12 **WHEREAS**, it is reasonable to reprint current City employee identification cards and print
13 all future identification cards with mental health and crisis support resource information; and

14 **WHEREAS**, it is reasonable to post informational crisis-help signage in City-owned
15 buildings to ensure that City employees and community members have access to potentially life-
16 saving support services; and

17 **WHEREAS**, the Substance Abuse and Mental Health Services Administration, which is
18 an agency of the United States Department of Health, has designated the month of September as
19 “Suicide Prevention Awareness Month” and is designating this time to “raise awareness, promote
20 hope, and normalize help-seeking” through “encouraging conversations about mental health, and
21 connecting people to proven treatment and resources”; and

22 **WHEREAS**, the City wishes to participate in Suicide Prevention Awareness Month.

23 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
24 **CITY OF SANTA FE** that the City participate in Suicide Prevention Awareness Month by
25 increasing employees’ awareness about mental health and crisis support resources.

1 **BE IT FURTHER RESOLVED** that the City Manager shall work with the appropriate
2 departments to print all future City employee identification cards with crisis hotline information
3 such as, but not limited to, the National Suicide Prevention Line, Crisis Text Line, 988 Suicide and
4 Crisis Lifeline, and the New Mexico Crisis and Access Line.

5 **BE IT FURTHER RESOLVED** that the City Manager shall work with appropriate
6 departments to explore ways to increase employees’ awareness of mental health and crisis support
7 resources by taking actions such as, but not limited to, the following:

- 8 • re-printing of all current City employee identification cards with information
9 about resources such as, but not limited to, the National Suicide Prevention Line,
10 Crisis Text Line, and the New Mexico Crisis and Access Line; and
- 11 • creating suicide prevention awareness signage for City-owned buildings, which
12 should include identifying appropriate content for the signs and determining ways
13 to appropriately post and maintain the signs. Content determinations should
14 consider bilingual information and cultural responsiveness to Santa Fe’s
15 demographics.

16 **BE IT FURTHER RESOLVED** that the Governing Body calls for all Santa Fe employers
17 to participate in Suicide Prevention Awareness Month by increasing their employees’ awareness of
18 suicide prevention resources.

19 PASSED, APPROVED, and ADOPTED this _____ day of _____, 2025.

20
21
22 _____
23 ALAN WEBBER, MAYOR
24
25

1 ATTEST:

2

3

4 _____
ANDRÉA SALAZAR, CITY CLERK

5 APPROVED AS TO FORM:

6

Erin McSherry
7 Erin McSherry (Aug 21, 2025 17:36:34 MDT)

8

ERIN K. McSHERRY, CITY ATTORNEY

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25 *Legislation/2025/Resolutions/Increase in Accessibility to Crisis Support*

FISCAL IMPACT REPORT

General Information:

(Check) Bill: _____ Resolution: X

Short Title(s): Increases in Accessibility to Crisis Support

Sponsor(s): Councilor Amanda Chavez and Councilor Pilar Faulkner

Reviewing Department(s): Community Health and Safety, Human Resources, Public Works Department

Staff Completing FIR: Andrea Phillips, Deputy City Manager Date: August 18, 2025

Phone: (505) 637-1411

Reviewed by City Attorney: *Erin McSherry* Date: 08/21/2025
Erin McSherry (Aug 21, 2025 17:36:34 MDT)

Reviewed by Finance Director: *Emily K. Oster* Date: 08/22/2025

Summary:

The proposed resolution would establish the City of Santa Fe's (City's) participation in Suicide Prevention Awareness Month (September) by directing the City Manager to work with the necessary City departments to take the following actions:

- 1) Print all future City employee identification cards with mental health and crisis support resource information.
- 2) Work with appropriate staff to explore the possibility of re-printing current employee identification cards with suicide prevention and crisis support information.
- 3) Work with appropriate staff to explore the possibility of creating suicide prevention awareness signage for City-owned buildings, including identification of appropriate content for the signs and ways to appropriately post and maintain the signs so that employees and community member who are inside City-owned buildings have information about potentially life-saving support services.

Departments Affected:

The Human Resources Department, the Public Works Department, Community Health and Safety Department.

Consequences of Not Enacting Legislation:

If this legislation is not adopted, then the Governing Body will not direct the City's participation in the September Suicide Prevention Awareness Month. In addition, the City Manager would not be required to work with relevant staff to include crisis help information on future City employee identification cards, nor would the City Manager be required to explore reprinting employee identification cards and posting informational, crisis-help signs on City-owned buildings.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:

None.

Performance and Administrative Implications:

If the Resolution is adopted, then the City Manager would direct the appropriate departments to reprint all future City employee identification cards to include informational crisis help. The City Manager would also work with appropriate staff to explore the possibility of re-printing current identification badges with crisis help information and to explore the creation of crisis support signage for City-owned buildings. The City Manager would need to consult with staff to identify appropriate content for the signs as well as ways to appropriately post and maintain them.

Fiscal Implications:

**While there is not a significant fiscal impact for including suicide prevention and crisis information on future identification cards, there would likely be a fiscal impact for the steps the Resolution directs the City Manager to explore, should those steps be taken after exploration: re-printing new cards for all employees to include the suicide prevention and crisis information and creating and maintenance of signage.

Fiscal Impact

X Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2025	FYE 2026	FYE 2027	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____		_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

**See Fiscal Implications narrative above.

Revenue

Revenue Type	FYE 2025	FYE 2026	FYE 2027	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

Signature:

Email:

Signature:

Email:



CITY OF SANTA FE

Memorandum

Date: August 7, 2025

To: Governing Body, Public Works and Utilities Committee, Quality of Life Committee, and Finance Committee

From: Marci A. Eannarino, Legislation and Policy Innovation Manager
Palmer C. Anderson, Policy Analyst
Christine M. Spiers, Legislative Assistant CS

Via: Erin K. McSherry, City Attorney EM

RE: Charter Review Commission Establishment and Identifying Certain Topics for the Commission's review.

EXECUTIVE SUMMARY:

The proposed Resolution would establish a Charter Review Commission and identifies mayor's and city councilors as the topic for consideration. Section 10.01 of the City of Santa Fe's Municipal Charter calls for a charter review commission to be appointed "as needed, but not less frequently than every ten years". As proposed in the Resolution, the Governing Body members would appoint the members of the Commission no later than April of 2026, and the Commission would recommend proposed amendments to the Charter to the Governing Body no later than April of 2027. Per Section 10.01 of the City of Santa Fe's Charter, the Governing Body would then vote on whether to include the Commission's recommendations on the ballot for approval by the voters in the November 2027 regular local election.

ATTACHMENTS:

Resolution
Fiscal Impact Report

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

2 **RESOLUTION NO. 2025-__**

3 **INTRODUCED BY:**

4
5 Councilor Jamie Cassutt

6 Councilor Pilar Faulkner

7 Councilor Alma Castro

8
9
10 **A RESOLUTION**

11 **CONVENING A CHARTER REVIEW COMMISSION NO LATER THAN APRIL OF 2026**
12 **TO CONSIDER MAYOR AND CITY COUNCILOR POWERS.**

13 **WHEREAS**, the voters of the city of Santa Fe adopted the City of Santa Fe’s Municipal
14 Charter (“Chater”), at a special municipal election held on December 9, 1997; and

15 **WHEREAS**, the Charter states that it may be “amended or repealed as provided by law”
16 and NMSA 1978, Section 3-15-16, provides that the governing body of a home rule municipality
17 may amend its Charter by submitting a proposal to the qualified electors; and

18 **WHEREAS**, the voters of the City of Santa Fe (“City”) amended the Charter in elections
19 in 2008, 2014, 2018, and 2023; and

20 **WHEREAS**, Section 10.01 of the Charter calls for the Governing Body to appoint a charter
21 review commission (“Commission”) “as needed, but not less frequently than every ten years”; and

22 **WHEREAS**, a Commission may review and recommend to the Governing Body the
23 adoption of ballot questions regarding proposed Charter amendments for the electorate of the city
24 of Santa Fe to consider; and

25 **WHEREAS**, it is important that members of the Commission be residents of the city of

1 Santa Fe; that, to the extent possible, they have either an interest, knowledge, or training in local
2 government or law or a personal knowledge of the government of the City of Santa Fe; and that
3 they represent a variety of backgrounds and perspectives; and

4 **WHEREAS**, the 2023 Charter Commission Report included a recommendation to
5 “provide for a separation of powers between the executive and the legislative branches of City
6 government” and to “[c]reate a new Article V to replace current Articles V-VIII, entitled
7 GOVERNANCE with these sections: The Legislative Branch, [and] The Executive Branch”, and
8 the Governing Body wishes to renew the conversation on the topic; and

9 **WHEREAS**, the 2023 Charter Commission Report states that there was a “short period
10 of time” to make recommendations; and

11 **WHEREAS**, a resolution about the commission’s recommendation to “provide for a
12 separation of powers” was item 9g at the Special Governing Body meeting on Tuesday, August 22,
13 2023, and the Resolution that described the recommendation noted that the Charter Commission’s
14 recommendation presented changes that required “additional time for review and consideration”;
15 and

16 **WHEREAS**, the Governing Body wishes to dedicate additional time to the topic of
17 separation of powers, and to consider a balance of powers, by convening a Commission to review
18 the separation and balance of powers between the mayor and city councilors.

19 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
20 **CITY OF SANTA FE** that a Charter Review Commission shall be convened consistent with
21 Section 10.1 of the City’s Charter, including the following parameters:

22 **Section 1. NAME:** The commission shall be called the Charter Review Commission
23 (“Commission”).

24 **Section 2. PURPOSE:** The purpose of the Commission is to review the City’s
25 Charter and determine whether to recommend changes to Charter modify the Mayor’s and the City

1 Councilors' powers and duties.

2 **Section 3. DUTIES AND RESPONSIBILITIES:** The Commission shall review the
3 Mayor's and Councilors' duties and powers established in the Charter any amendments proposed
4 by members of the Governing Body and the public on those topics, focusing on separation of
5 powers and balance of powers between the mayor and city councilors. The Commission shall
6 complete its review and prepare a report of the Commission's recommendations regarding
7 proposed Charter amendments no later than April 1, 2027, such that the Governing Body may
8 consider and adopt the recommendations for consideration during the November 2027 election.
9 After receiving the report, the Governing Body shall consider the proposals and vote on resolutions
10 regarding placing the proposed amendments on the ballot for vote by its electorate. The
11 Commission recommendations shall include, but not be limited to, the powers and duties of the
12 mayor and city councilors, including the following:

- 13 A. Whether there should be separation of powers or balance of powers as between the
14 mayor and city councilors;
- 15 B. Whether the City's mayor should have a purely executive role, rather than both a
16 legislative and executive role and, if so, what new powers and limitations should
17 be adopted along with such a separation of powers;
- 18 C. Whether the mayor, city manager, or the city councilors should propose the City
19 budget and what should be required in the budget's development;
- 20 D. Whether the City should adopt a strategic plan, and, if so, who should put it forward
21 for review, and how often should it be updated;
- 22 E. Whether a city councilor who is running for mayor should be required to give up
23 their city council seat; How to fill vacant council seats; and
- 24 F. Who has the power to appoint, dismiss, and supervise the city manager, city
25 attorney, and city clerk.

1 **Section 4. MEMBERSHIP; OFFICERS; TERM:**

2 **MEMBERSHIP:** As is consistent with Section 10.01 of the Charter, the Commission
3 “shall consist of nine members, one selected by each member of the governing body.” The
4 appointees shall be residents of the city of Santa Fe, and, to the extent possible, either have an
5 interest, knowledge, or training in local government or law or have personal knowledge of the City
6 government.

7 **OFFICERS:** The commissioners shall elect one member to be their chair and one member
8 to be vice-chair.

9 **TERM:** The members of the Governing Body shall appoint commissioners no later than
10 April 1, 2026, and the commissioners shall conclude their term by April 1, 2027.

11 **Section 5. ABSENCES:** Failure to attend three consecutive regular meetings or
12 thirty-three percent (33%) or more of the Commission’s regular meetings shall constitute an
13 automatic tender of resignation by such member, which the Governing Body may accept or reject
14 at its discretion.

15 **Section 6. VACANCIES:** Vacancies on the Commission shall be filled by the
16 member of the Governing Body who appointed the commissioner who held the vacated position.

17 **Section 7. MEETINGS; DURATION; QUORUM:** The Commission shall meet at
18 least once per month, in accordance with the Open Meetings Act and any other applicable City
19 policies and procedures and “hall hold no less than two meetings in each of the city’s council
20 districts, for the purpose of taking input from the public.

21 **Section 8. STAFF LIAISON:** The City Manager shall identify no fewer than two employees
22 to work alongside the City Attorney or City Attorney’s designee to assist the Commission to
23 perform research and drafting functions for the commission.

24 **BE IT FURTHER RESOLVED** that the City shall advertise the creation of the
25 Commission and its functions on a dedicated page of the City’s web site, and the page shall allow

1 for the public to submit proposed amendments.

2 **BE IT FURTHER RESOLVED** that as is consistent with Section 10.01 of the Charter,
3 the “governing body shall consider and vote upon proposing the commission’s recommended ballot
4 questions.”

5

6 PASSED, APPROVED, and ADOPTED this _____ day of _____, 2025.

7

8

9

10

ALAN WEBBER, MAYOR

11

12 ATTEST:

13

14

15 ANDRÉA SALAZAR, CITY CLERK

16 APPROVED AS TO FORM:

17

18

Erin McSherry

[Erin McSherry \(Aug 22, 2025 15:39:44 MDT\)](#)

19 ERIN K. McSHERRY, CITY ATTORNEY

20

21

22

23

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25

Legislation/2025/Resolutions/ Call for Charter Review Committee to Review Mayor and City Councilor Powers

FISCAL IMPACT REPORT

General Information:

(Check) Bill: _____ Resolution: X

Short Title(s): Charter Commission Establishment

Sponsor(s): Councilors Jamie Cassutt, Pilar Faulkner, and Alma Castro

Reviewing Department(s): City Attorney’s Office

Staff Completing FIR: Marci Eannarino, Legislation and Policy Innovation Manager; Palmer Anderson, Policy Analyst; Christine Spiers, Legislative Assistant Date: 8/22/2025
Phone: (505) 955-6518 (505) 955-6563; (505) 955-6692

Reviewed by City Attorney: *Erin McSherry* Erin McSherry (Aug 22, 2025 15:39:44 MDT) Date: 08/22/2025

Reviewed by Finance Director: *Emily K. Oster* Date: 08/22/2025

Summary:

The proposed Resolution would establish a Charter Review Commission to consider separation of powers and balance of powers, as between the mayor and city councilors. Section 10.01 of the City of Santa Fe’s Municipal Charter calls for a charter review commission to be appointed “as needed, but not less frequently than every ten years”. The Governing Body members would appoint the Commission no later than April of 2026, and the Commission would recommend proposed amendments to the Charter to the Governing Body no later than April of 2027. Per Section 10.01 of the City of Santa Fe’s Charter, the Governing Body would then vote on whether to include the Commission’s recommendations on the ballot for approval by the voters in the November 2027 regular local election.

Departments Affected:

Governing Body, City Attorney’s Office, City Clerk’s Office, City Manager’s Office

Consequences of Not Enacting Legislation:

If this legislation is not adopted, then the City would not establish a Charter Review Commission to recommend whether the City’s Charter should be amended in relation the separation of powers and balance of powers as between the mayor and the city councilors.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:

None at this time.

Performance and Administrative Implications:

The designated staff liaisons to the Commission and representatives from the City Attorney’s Office would be required to attend at least eight additional meetings. If the COMmission recommends changes that the Governign Body choses to place on the ballot, then the City Clerk would need to submit the questions to the County Clerk for inclusion on the ballot.

Fiscal Implications:

**Section 10.01 of the City’s Charter states that “the governing body shall fund a budget adequate for the commission to perform its functions and the city attorney or the city attorney’s designee, and no fewer than two additional employees identified by the City Manager, shall assist the commission to perform research and drafting functions for the commission”. Meeting this requirement would be budget neutral if the employee support described can be accomplished using current city employees. If existing resources and personnel are assigned, other City functions will be de-prioritized. In addition, if additional costs are required to convening of the Commission, the City would need to fund a budget adequate to support the Charter’s functions.

Fiscal Impact

 X Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2025	FYE 2026	FYE 2027	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____		_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

Revenue

Revenue Type	FYE 2025	FYE 2026	FYE 2027	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

Signature: CHARLSTEIN SPADERS

Email: cmspiers@santafenm.gov

Signature:

Email:

Signature:

Email:





CITY OF SANTA FE

Memorandum

Date: August 22, 2025

To: Public Works and Utilities Committee; Quality of Life Committee; Finance Committee; Governing Body

From: Frank E. Ruybalid, Assistant City Attorney 

Via: Erin K. McSherry, City Attorney 

RE: Authorizing foreclosure of certain municipal liens and inviting Santa Fe County to address tax-delinquent properties within city limits

EXECUTIVE SUMMARY:

The proposed resolution provides that the City of Santa Fe's ("City") City Attorney's Office may initiate the foreclosure proceedings on properties with outstanding municipal utility liens. These liens would generally be prioritized in the following way:

1. Properties with outstanding utility liens that exceed \$10,000
2. Properties with utility liens that exceed \$5,000 and meet one or more of the following conditions:
 - a. property taxes are three or more years delinquent;
 - b. the property appears abandoned;
 - c. there are signs of deterioration or chronic lack of maintenance;
 - d. there is physical evidence of utility disconnection, or utilities have been disconnected for one year or more, as confirmed by the City Utilities Department
 - e. the property has a revoked certificate of occupancy;
 - f. the property has been deemed unsafe by the Santa Fe Fire Department; or
 - g. the property possesses other nuisance qualities that may threaten public health and safety.

Further, the resolution requests that the City Manager communicate with the Santa Fe County Manager to work with appropriate City and County staff to identify properties within the City with delinquent property taxes so that the County can report them to NMTRD.

ATTACHMENTS:

Resolution
FIR

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

2 **RESOLUTION NO. 2025-__**

3 **INTRODUCED BY:**

4
5 Mayor Alan Webber

6 Councilor Jamie Cassutt

7
8
9
10 **A RESOLUTION**

11 **AUTHORIZING FORECLOSURE OF CERTAIN MUNICIPAL LIENS AND INVITING**
12 **SANTA FE COUNTY TO ADDRESS TAX-DELINQUENT PROPERTIES WITHIN CITY**
13 **LIMITS AS ADDITIONAL STRATEGIES TO ADDRESS NUISANCE PROPERTIES IN**
14 **THE CITY.**

15
16 **WHEREAS**, through nuisance abatement actions over several years, City of Santa Fe
17 (“City”) staff have identified that properties that put the public health, safety, and welfare at risk
18 often also have delinquent utility payments and property taxes; and

19 **WHEREAS**, the correlation between nuisance properties and utility liens and delinquent
20 taxes is not surprising, because many nuisance properties are abandoned; and

21 **WHEREAS**, the City of Santa Fe (“City”) owns and operates a water utility, a wastewater
22 utility, and a refuse collection utility (collectively, “utilities”).

23 **WHEREAS**, pursuant to SFCC 1987, Section 15-1.5(C), the City may file a lien against a
24 property to recover unpaid utility charges, which may include a fee for the placement of the lien;
25 and

1 **WHEREAS**, pursuant to NMSA 1978, Section 3-36-6, the City may foreclose certain liens
2 by filing suit against the real property upon which the lien is prescribed; and

3 **WHEREAS**, within the city limits, there are at least 35 properties with utility liens of more
4 than \$10,000; and

5 **WHEREAS**, utility liens represent revenue that would otherwise support utility
6 operations; and

7 **WHEREAS**, pursuant to NMSA 1978, Section 3-36-4, the City may foreclose certain liens
8 by filing suit against the persons named in the notice of liens or against the property if the owners
9 are unknown; and

10 **WHEREAS**, pursuant to NMSA 1978, Sections 3-36-4(B) and 3-36-6, the City may
11 recover reasonable attorney’s fees accrued during foreclosure of utility liens; and

12 **WHEREAS**, foreclosing utility liens would support the financial stability of the City's
13 utility services and discourage property owners from incurring utility liens; and

14 **WHEREAS**, foreclosing nuisance properties with utility liens also places the property into
15 the market and establishes a known property owner, enabling better care of the property and
16 reducing the likelihood the property will remain or become a nuisance; and

17 **WHEREAS**, the City should prioritize foreclosing liens on properties with nuisance
18 abatement liens; and

19 **WHEREAS**, NMSA 1978, Section 6-38-48, provides that taxes on real property are a lien
20 against the real property from January 1 of the tax year for which the taxes are imposed; and

21 **WHEREAS**, NMSA 1978, Section 7-38-61(A), requires county treasurers to prepare a
22 property tax delinquency list of all real property for which taxes have been delinquent more than
23 two years by July 1 of each year, record the list with the county clerk, and submit the list to the
24 New Mexico Department of Taxation and Revenue (“NMTRD”); and

25 **WHEREAS**, there may be properties within city limits that have had delinquent property

1 taxes for more than two years and are not included on NMTRD’s list of properties in Santa Fe
2 County with delinquent taxes; and

3 **WHEREAS**, NMSA 1978, Section 7-38-65(A), permits NMTRD to foreclose a delinquent
4 tax lien after a property has been on the tax delinquency list for 3 years and requires NMTRD to
5 foreclose a delinquent tax lien after a property has been on the list for 4 years; and

6 **WHEREAS**, NMTRD cannot foreclose on liens on tax delinquent properties if the
7 properties have not been added to the tax delinquency list; and

8 **WHEREAS**, selling properties with delinquent taxes supports the County’s financial
9 stability, discourages property owners from incurring tax liens, and places abandoned properties
10 into the market, resulting in known owners; and

11 **WHEREAS**, further collaboration between the City and County would help both the City
12 and County to identify properties that have delinquent taxes.

13 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
14 **CITY OF SANTA FE** that the City Attorney’s Office may initiate foreclosure proceedings on
15 properties with outstanding municipal utility liens, generally prioritized as provided below:

- 16 1. properties with utility liens exceeding \$10,000;
- 17 2. properties with utility liens exceeding \$5,000 with any of the following conditions:
 - 18 a. property taxes are three or more years delinquent;
 - 19 b. appears abandoned;
 - 20 c. chronic lack of maintenance;
 - 21 d. physical evidence of disconnected utilities, or utilities have been disconnected
22 for one year or more, as confirmed by the City’s Utilities Department;
 - 23 d. revoked certificate of occupancy;
 - 24 e. deemed unsafe by the Santa Fe Fire Department; or
 - 25 f. possesses other nuisance qualities that may threaten public health and safety.

1 **BE IT FURTHER RESOLVED** that the City Manager shall communicate with the Santa
2 Fe County Manager about collaborating to assist the County with timely report property tax
3 delinquency lists each year.

4 PASSED, APPROVED, and ADOPTED this _____ day of _____, 2025.

7 _____
8 ALAN WEBBER, MAYOR

9
10 ATTEST:

11 _____
12
13 ANDRÉA SALAZAR, CITY CLERK

14 APPROVED AS TO FORM:

15
16 *Erin McSherry*
17 [Erin McSherry \(Aug 22, 2025 14:11:33 MDT\)](#)
ERIN K. McSHERRY, CITY ATTORNEY

18
19
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22
23
24
25 *Legislation/2025/Resolutions/Foreclosure of Certain Municipal Liens*

FISCAL IMPACT REPORT

General Information:

(Check) Bill: _____ Resolution: x

Short Title(s): Authorizing Foreclosure of Certain Municipal Liens

Sponsor(s): Mayor Alan Webber and Councilor Jamie Cassutt

Reviewing Department(s): City Attorney's Office

Staff Completing FIR: Frank E. Ruybalid, Assistant City Attorney Date: _____

Phone: (505)-955-6967

Reviewed by City Attorney: *Erin McSherry* Date: 08/22/2025
Erin McSherry (Aug 22, 2025 14:11:37 MDT)

Reviewed by Finance Director: *Emily K. Oster* Date: 08/22/2025

Summary:

The proposed resolution provides that the City of Santa Fe's ("City") City Attorney's Office may initiate the foreclosure proceedings on properties with outstanding municipal utility liens. The liens would generally be prioritized the following way:

- 1. Properties with outstanding utility liens that exceed \$10,000;
- 2. Properties with utility liens that exceed \$5,000 and meet one or more of the following conditions:
 - a. property taxes are three or more years delinquent;
 - b. the property appears abandoned;
 - c. there are signs of deterioration or chronic lack of maintenance;
 - d. there is physical evidence of utility disconnection, or utilities have been disconnected for one year or more, as confirmed by the City Utilities Department
 - e. the property has a revoked certificate of occupancy;
 - f. the property has been deemed unsafe by the Santa Fe Fire Department; or
 - g. the property possesses other nuisance qualities that may threaten public health and safety.

Further, the resolution calls on the City Manager to communicate with the Santa Fe County Manager to staff to identify properties within the City with delinquent property taxes so that the County can fulfil its statutory duties pertaining to delinquent tax liens and foreclosures.

Departments Affected:

City Attorney's Office.

Consequences of Not Enacting Legislation:

If this legislation is not adopted, then the City Attorney's Office would not have policy direction regarding a framework for initiating foreclosure proceedings on properties with outstanding municipal utility liens and would need to address foreclosures on the liens on a case-by-case basis.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:

None at this time.

Performance and Administrative Implications:

Within the City, cooperation with the City Attorney's Office or contractor will be needed by Utility Billing, Code Enforcement, Constituent Services, Fire Department, Building Inspection and the City Clerk's Office. The City Attorney's Office could contract with an outside attorney to file lien foreclosures. Cooperation with the County Attorney and County Treasurer will be helpful, but not critical, to success of this strategy. Most helpful will be foreclosure by N.M. Tax & Revenue Department for delinquent taxes, saving the City the foreclosure costs. The City can initiate foreclosure by private auction service if necessary.

Fiscal Implications:

Because foreclosures allow for attorney's fees recovery, the net impact of this initiative should be low. Foreclosures require some expensed for Notices by Publication in local newspaper and/or fees for private process server or investigator to locate off-site and absentee property owners.

Fiscal Impact

_____ Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2025	FYE 2026	FYE 2027	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
Personnel and Benefits*	\$ unknown*	\$ _____	\$ _____	_____	_____	_____	
Capital Outlay	\$ _____	\$ _____	\$ _____	_____	_____	_____	
Contractual/ Professional Services	\$ _____	\$ _____	\$ _____				
Operating	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
Total:	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

*Costs for Notices by Publication in local newspaper, or fees for private process server or investigator to locate off-site property owners.

Revenue

Revenue Type	FYE 2025	FYE 2026	FYE 2027	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ unknown*	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

The properties are delinquent on payment for thousands of dollars in water use, sewer and trash services. Lien and foreclosure will result in collection of arrearages through forced sale of property and collection of liened amounts. In addition, if the City incurs costs for nuisance abatement, such as for hauling junk vehicles and debris, or demolition, those costs can be recouped. The foreclosure statute allows the City to collect attorney's fees incurred in the preparation and litigation of the case.

Signature:

Email:



CITY OF SANTA FE

Memorandum

Date: August 7, 2025

To: Finance Committee

From: Emily K. Oster, Finance Director; Rod Gould, Senior Advisor and Public Engagement Coordinator ^{EKO}
^{RG}

RE: FY 2026/2027 Budget Process Development

EXECUTIVE SUMMARY:

This resolution would adopt improvements to the City of Santa Fe's ("City") budget process to be utilized for the development of the fiscal year 2026-2027 budget. Specifically, it establishes a timeline for activities related to improving upon and planning for the development of the City's fiscal year 2026-2027 budget.

This resolution responds to feedback from members of the Governing Body and City staff about deficiencies in the budgeting process used in fiscal years 2023, 2024 and 2025. The process proposed in this resolution incorporates the development of long-range goals and one-year priorities, includes mechanisms for the Governing Body to develop understanding and provide input in budget development, and focuses on service levels and outcomes rather than line expenditure items. Tracking of key performance indicators and regular progress reports on goals add accountability and year-round management to budgeting, making the budget a more meaningful tool for organizational management.

The budget process proposed in this resolution aligns with nationally recognized leading practices recommended by the Government Finance Officers Association (GFOA), the International City/County Management Association (ICMA), and experts in the field of municipal budgeting.

ATTACHMENTS:

Resolution
FIR
FY26-27 Budget Development PowerPoint

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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2025-__

INTRODUCED BY:

Councilor Carol Romero-Wirth

Councilor Jamie Cassutt

Councilor Pilar Faulkner

A RESOLUTION

**ADOPTING IMPROVEMENTS TO THE BUDGET PROCESS FOR THE FISCAL YEAR
2026-2027 ANNUAL OPERATING BUDGET.**

WHEREAS, Article V, Section 5.01 (M) of the City of Santa Fe’s (“City”) Charter requires that the Mayor “[w]ork with City personnel and prepares an annual budget and spending priority for review and approval by the finance committee and the governing body”; and

WHEREAS, Section 11-2.1(A) of the City’s Code requires that the operating budget to include the following elements:

- anticipated revenues by fund;
- planned expenditures by fund, department and category;
- planned cash transfers between funds;
- estimated beginning and ending cash balances;
- costs for personnel salaries and benefits by fund and department;
- general obligation and revenue bonded debt service; and
- Line-item detailed reports for all funds and detailed personnel schedules, which must

1 be prepared and be available upon request; and

2 **WHEREAS**, Section 11-2.1(B) of the City’s Code provides that the annual budget may
3 include the following components in a multi-year section of the budget:

- 4 • Schedules of lease purchase agreements;
- 5 • Capital outlay appropriations authorized for up to three years;
- 6 • Grant appropriations authorized for up to the term of the relevant grant;
- 7 • “Special” appropriations, which are limited-duration, non-capital appropriations,
8 authorized for up to three years;
- 9 • Reauthorizations of multi-year appropriations unexpended during the initial
10 appropriation term and deemed necessary; and
- 11 • Deauthorizations of prior-year(s), unexpended, multi-year appropriations; and

12 **WHEREAS**, Section 11-2.5 of the City Code requires that, prior to the mayor’s
13 recommendation of the annual budget to the governing body, the city manager shall direct all
14 departments to review all fees and charges assessed by that department; and

15 **WHEREAS**, the process used in fiscal years 2023, 2024, and 2025 to prepare the City’s
16 operating budget was not tied to long-range goals and one-year priorities adopted by the Governing
17 Body, and did not include a formal mechanism in advance of the Finance Committee and
18 Governing Body budget hearings for the Governing Body to develop an understanding and to
19 provide input into budget development, and focused on line expenditure items rather than service
20 levels and outcomes; and

21 **WHEREAS**, a “management system” that includes Governing Body goals and priorities
22 and Key Performance Indicators (“KPIs”) for department goals and objections should be used to
23 provide performance feedback for the Governing Body and for all City employees; and

24 **WHEREAS**, the City’s budget process should be performance-based and focused on
25 service levels and outcomes so that it is a key policy document for oversight of City services; and

1 **WHEREAS**, on July 28, 2025, the City’s Finance Director and the Mayor’s Senior
2 Advisor and Public Engagement Coordinator presented a schedule and process to the City’s
3 Finance Committee to integrate strategic planning, key indicators, and performance-based
4 budgeting into the City’s budgeting process for Fiscal Year 2026-2027; and

5 **WHEREAS**, the Governing Body wishes to adopt the proposed plan and schedule for
6 adopting Mayor and Governing Body goals and priorities; Departmental goals, objectives, and key
7 performance indicators; and performance-based budgeting that will provide a framework for the
8 Governing Body’s review and approval of the Mayor’s budget.

9 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
10 **CITY OF SANTA FE** that the City Manager shall work with staff to implement the following
11 schedule and process for preparation of the Fiscal Year 2026-2027 budget:

12 July - August 2025

- 13 • Meet with the Finance Committee to discuss reforms and adjustments to the City’s
14 budgeting process by adopting this Resolution.

15 October 2025

- 16 • Hold a Study Session with the Governing Body to discuss setting goals,
17 objectives, and key performance indicators for Fiscal Year 2026-2027 and the
18 budget process, generally

19 December 2025

- 20 • Hold a two-day special meeting of the Governing Body during which Department
21 Directors present Fiscal Year 2026-2027 goals, objectives, key performance
22 indicators, and progress status updates. Invite mayor-elect and councilor-elects to
23 the meeting.

24 January 2026

- 25 • Hold a half-day, special Governing Body meeting to set long-range goals and one-

1 year priorities and discuss and clarify City governance and roles.

- 2 • Officially start the budget process for Fiscal Year 2026-2027.

3 Late January 2026

- 4 • Work with the Finance Department to provide best estimates for Fiscal Year 2026-
5 2027 revenues and steady state expenditures.
- 6 • Work with the Mayor and Finance Department to provide departments directions
7 for submitting their budget requests, including any proposed modifications to fees
8 or charges.

9 February--March 2026

- 10 • Ensure that departments submit budget proposals, including goals, objectives, and
11 key performance indicators, and any augmentation requests or additional funding
12 requests.
- 13 • Share the budget proposals with the Finance Committee.
- 14 • Take steps necessary to coordinate the Finance Department and other
15 Departments preparing the Mayor's budget proposal for submission to the
16 Finance Committee and Governing Body in April and May, respectively. These
17 steps include coordinating meetings with the Mayor, City Manager and Finance
18 Department with departments to discuss budget proposals and shape the proposed
19 2026-2027 budget.

20 April - May 2026

- 21 • Hold joint hearings of the Finance Committee and the Governing Body to review
22 departmental budget requests and status updates on the Fiscal Year 2025-2026
23 goal achievement,
- 24 • Finance Committee recommends budget to the Governing Body.

25 May 2026

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- The Governing Body adopts the Fiscal Year 2026-2027 annual budget.

June 2026

- The City submits its Fiscal Year 2026-2027 budget to the New Mexico Department of Finance and Administration for approval.

PASSED, APPROVED, and ADOPTED this _____ day of _____, 2025.

ALAN WEBBER, MAYOR

ATTEST:

ANDRÉA SALAZAR, CITY CLERK

APPROVED AS TO FORM:

Erin McSherry
[Erin McSherry \(Aug 8, 2025 14:46:24 MDT\)](#)

ERIN K. McSHERRY, CITY ATTORNEY

FISCAL IMPACT REPORT

General Information:

(Check) Bill: _____ Resolution: X

Short Title(s): FY26/27 Budget Process Development

Sponsor(s): Councilor Carol Romero-Wirth, Councilor Jamie Cassutt, Councilor Pilar Faulkner

Reviewing Department(s): Finance Department

Staff Completing FIR: Emily K. Oster, Finance Director

Date: 08/07/2025 Phone: (505)-629-3411

Reviewed by City Attorney: Erin McSherry Date: 08/08/2025
Erin McSherry (Aug 8, 2025 14:46:24 MDT)

Reviewed by Finance Director: Emily K. Oster Date: 08/08/2025

Summary:

This resolution would adopt improvements to the City of Santa Fe's ("City") budget process to be utilized for the development of the fiscal year 2026-2027 budget. Specifically, it establishes a timeline for activities related to improving upon and planning for the development of the City's fiscal year 2026-2027 budget.

Departments Affected:

All City Departments.

Consequences of Not Enacting Legislation:

If this legislation is not adopted, the Governing Body will not direct the City Manager to work with staff to implement new budgeting processes for the development of the fiscal year 2026-2027 budget.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:

None at this time.

Performance and Administrative Implications:

The proposed schedule and process are designed to focus the budget process on City performance and service.

Fiscal Implications:

No fiscal impact. This resolution directs the City Manager to work with staff to implement improvements to budgeting processes. Current City staff would perform the work directed by this resolution.

Fiscal Impact

X Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2025	FYE 2026	FYE 2027	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____		_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

Revenue

Revenue Type	FYE 2025	FYE 2026	FYE 2027	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

Signature:

Email:



Santa Fe Budget Improvements

July 28, 2025

Goals

Provide the Governing Body with greater understanding and say in budget development

- ▶ Move to a Performance Based Budget from Current Spending Document
- ▶ Focus on Service Levels and Outcomes v. Line Expenditure Items
- ▶ Budget Becomes More of a Key Policy Document and Instrument for City Services Oversight



Internal Leadership Team Efforts

The Internal Leadership Team has been developing a new management system for better results.

- ▶ It includes calls for Mayor & Governing Body Goals and Priorities, Departmental Goals, Objectives and KPIs and Performance Feedback for all Employees
- ▶ Making Progress



Step One:

July - August 2025:

- ▶ Meetings with the Finance Committee to discuss reforms and make adjustments



October 2025

- ▶ Study Session with Governing Body to discuss recommended enhancements to propose and schedule



December 2025

Two days of hearings

Department Directors present:

- ▶ Current-year Goals, Objectives, and KPIs
- ▶ Progress status updates
- ▶ Participation of newly elected Councilors



January 2026: Strategic Workshop

Special half-day workshop for Governing Body

- ▶ Set long-range goals and one-year priorities
- ▶ Discuss governance issues and role clarification
- ▶ Official start of FY 26–27 budget process



Late January 2026

Finance provides:

- ▶ Best estimates of FY26-27 revenues and steady state expenditures.
- ▶ Mayor and City Manager give directions for budget submittal preparation by departments



February 2026

Second Week:

Departments submit budget proposals to include:

- ▶ Goals, Objectives, KPIs
- ▶ Augmentation requests



Late March – Early April 2026

Mayor, City Manager, and Finance:

- ▶ Meet with departments
- ▶ Discuss proposals
- ▶ Shape proposed FY 26–27 budget



April – May 2026

Finance updates its estimates of revenues, and expenditures for the proposed budget

Joint hearings of Finance Committee and Governing Body to:

- ▶ Consider departmental budget requests
- ▶ Review status updates on FY 25–26 goal achievement
- ▶ Finance Committee makes final budget proposal recommendations to Governing Body



Charter Requirements

- ▶ The Charter mandates a Finance Committee recommendation to the Governing Body on the budget by holding joint meetings
- ▶ Joint hearings satisfy this requirement while promoting transparency and collaboration



May 2026 - Third Week

**Governing Body adopts FY 26–27
Annual Budget**



June 2026 - First Week

Finance submits final FY 26-27 budget to the State of New Mexico for official review

