City of Santa Fe

AGENDA

REGULAR MEETING OF THE GOVERNING BODY
OCTOBER 28, 2020
4:00 PM
ATTEND VIRTUALLY

SPECIAL PROCEDURES FOR 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 Governing Body meeting will be conducted virtually.

Viewing: Members of the public may view the meeting through the Government Channel on Comcast Channel 28 and Comcast HD928 or 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 *Consent Agenda*, *Discussion Agenda*, *Public Hearings* or *Petitions From the Floor* through 1:00 p.m. the day of the meeting, via the virtual comment "button" a https://santafe.primegov.com/public/portal.

Public Comment: To provide live public comment during *Petitions from the Floor* or *Public Hearings*, you must join the Zoom meeting by internet or phone, as follows:
Internet: To join the Zoom meeting on the internet using a computer, laptop, smartphone, or tablet, use the following link: https://santafenm-gov.zoom.us/j/92734943017?pwd=ZElTMUtrM0liazhkRGhDMFRaNkpVQT09
Passcode: **634126**
Attendees should use the "Raise Hand" function to be recognized by the Mayor to speak at the appropriate time.

City of Santa Fe

AGENDA

REGULAR MEETING OF THE GOVERNING BODY
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Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: **US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 - Webinar ID: 927 3494 3017 - Passcode: 634126.** Phone attendees should press *9 to use the "Raise Hand" function to be recognized by the Mayor to speak at the appropriate time.

AFTERNOON SESSION - 4:00 P.M.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **SALUTE TO THE NEW MEXICO FLAG**
4. **INVOCATION**
5. **ROLL CALL**
6. **APPROVAL OF AGENDA**
7. **APPROVAL OF CONSENT CALENDAR**
8. **APPROVAL OF MINUTES**
   a) Emergency Governing Body Meeting – October 12, 2020
   b) Regular Governing Body Meeting – October 14, 2020
9. **PRESENTATIONS**
10. **CONSENT CALENDAR**
    a. Request for Approval to Procure Food Products Utilizing the CES Price Agreement up to $75,000 Per Year for a Four Year Term Equaling $300,000 for the Division of Senior Services Nutrition Program; Labatt New Mexico. (Gino Rinaldi, Senior Services Division Director, earinaldi@santafenm.gov, 955-4710)

b. Request for Approval of Purchase of Food Products Utilizing the State Price Agreement which Will Exceed $200,000 Per Year for a Four Year Term. We Anticipate that the Division of Senior Services Nutrition Program will Spend an Average of $1,000,000 between FY21 and FY24. The Three Vendors Utilized are Listed as Follows: Sysco, Shamrock Foods, and Ben E. Keith Foods. (Gino Rinaldi, Senior Services Division Director, earinaldi@santafenm.gov, 955-4710)

c. Request for Approval of Budget Adjustment Resolution (BAR) in the Amount of $398,751 to Pay Back Taxes to the IRS for the 2016 and 2017 Tax Years. (Jarel LaPan Hill, City Manager, jlapanhill@santafenm.gov, 955-6848, Bernadette Salazar, HR Director, bjsalazar@santafenm.gov, 955-6591, Erin McSherry, City Attorney, ekmcsherry@santafenm.gov, 955-6512 and Mary McCoy, Finance Director, mtmccoy@santafenm.gov, 955-6171)

d. Request for Approval of a Budget Adjustment Resolution/Budget Increase to the Public Utilities, Utility Billing Division for Several Line Items for a Total Amount of $454,919. (Nancy Jimenez, Utility Billing Division Director, nljimenez@santafenm.gov, 955-4364)

e. Request for Approval of Multiple Sub-Contracted Agreements in the Total Amount of $69,560 for Alternative to Detention Services for the Youth of Santa Fe for Four (4) Years from State of New Mexico CYFD Agreement No. 21-20846 for the Following: Partner in Education ($27,720) and YouthWorks ($26,440) and for a Continuum Coordinator ($15,400). (Julie Sanchez, Children and Youth Program Manager, jjsanchez@santafenm.gov, 955-6678)

f. Request for Approval of Multiple Service Agreements in the Total Amount of $3,749,652 for Prevention and Intervention Services for the Youth of Santa Fe for Three (3) Years for the Following: Big Brothers Big Sisters Mountain Region ($50,000), Communities in Schools of New Mexico ($50,000), Cooking with Kids ($20,000), Esperanza Shelter ($37,000), Georgia O'Keefe – Community Educators Network ($37,000), Gerard's House ($80,000), Girl's Inc. ($40,000), New Mexico Suicide Intervention Project ($75,000), New Vistas ($20,000), PIE – Fathers New Mexico ($30,000), PIE – Parent Involvement Program ($10,000), Santa Fe Recovery Center

($40,000), SFCC – Kids Campus ($70,000), SFPS – Breakthrough Santa Fe ($27,000), SFPS – Adelante Program ($74,000), SFPS – Restorative Justice Program ($50,000), SDPS – Teen Parent Program ($96,328), SITE Santa Fe ($35,000), United Way of Santa Fe County ($80,000), Youth Shelters and Family Services ($100,000) and YouthWorks ($48,556). (Julie Sanchez, Children and Youth Program Manager, jjsanchez@santafenm.gov, 955-6678)

g. CONSIDERATION OF RESOLUTION NO. 2020-____. (Councilor Rivera, Councilor Romero-Wirth and Councilor Villarreal)
A Resolution Authorizing and Supporting the City Manager to Work with Public Utilities Staff to Identify and Apply for Federal and State Funding Sources for Water, Wastewater, and Other Water Related Projects, Including Submission of an Application to the Water Trust Board, Among Other Opportunities. (Alan Hook, Water Resources Coordinator Assistant, aghook@santafenm.gov, 955-4205)

h. Request for Approval Utilizing State of NM State Pricing Agreement in the Total Amount of $1,095,001.10 for the Purchase of Digital Portable Radios from Motorola Solutions. (Chief Paul Babcock, Fire Department, prbabcock@santafenm.gov, 955-3112)

i. Request for Approval of the Governing Body's Findings of Fact and Conclusions of Law Adopting the City Attorney's Office Recommendation to Dismiss Appeal #2020-002644-APPL, Filed by Stefanie Beninato and John Eddy (Appellants) of the Historic Districts Review Board's Decision in Case #2020-002357-HDRB, without a Public Hearing Because Appellants Failed to Timely Serve Notice of the Appeal on the Property Owners, as Required by the Santa Fe City Code, Section 14-3.17(D)(2). (Erin K. McSherry, City Attorney, ekmcsherry@santafenm.gov, 955-6512)

j. Request to Publish Notice of Public Hearing on December 9, 2020.
BILL NO. 2020-32. An Ordinance Amending Section 14-6.2 SFCC 1987 to Adopt by Ordinance a Maximum of One Thousand (1000) Short-Term Rental Permits in the City, to Prospectively Limit the Number of Short-Term Rental Permits to One Per Natural Person, to Prospectively Limit the Proximity of Short-Term Rental Units, to Require a Local Operator for Short-Term Rental Units, to Adopt Record-Keeping and Reporting Requirements

for Short-Term Rental Unit Owners and Host Platforms, and to Clarify Other Provisions of the Short-Term Rental Ordinance; Amending the Land Use Code Definitions in Section 14-12.1 SFCC 1987 as They Relate to Short-Term Rental Units; and Amending Section 12-2.3 SFCC 1987 to Clarify That a Short-Term Rental Unit is not a Group R-1 Occupancy for Purposes of Fire Inspections. (Mayor Webber and Councilors Lindell, Romero-Wirth, and Villarreal) (Elias Isaacson, Planning and Land Use Director, esiasaacson@santafenm.gov, 955-6730; Sally Paez, Assistant City Attorney, sapaez@santafenm.gov, 955-6501)

11. **DISCUSSION/ACTION ITEMS**

a. Request to Publish Notice of Public Hearing on November 10, 2020: Solicit Public Comment on the 2019 – 2020 CAPER to be Submitted to HUD. (Alexandra Ladd, Director, Office of Affordable Housing, agladd@santafenm.gov, 955-6346)

b. Request for Approval of Amendment #10 to Service Contract 18-0552, Increasing Compensation in the Amount of $78,692.40 Plus NMGRT, for Security Services to Cover Pete's Place Shelter, the Salvation Army Shelter and a Number of City Parks; Allied Universal Security. (Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 955-5933)

c. Request for Approval of Amendment #11 to Service Contract 18-0552, Increasing Compensation in the Amount of $174,854.08 Plus NMGRT, for Security Services on the Santa Fe Plaza; Allied Universal Security. (Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 955-5933)

12. **MATTERS FROM THE CITY MANAGER**

13. **MATTERS FROM THE CITY ATTORNEY**

EXECUTIVE SESSION

a) In Accordance with the New Mexico Open Meetings Act, Specifically NMSA 1978, Section 10-15-1, Part (H)(7), Discussion of Pending or Threatened Litigation, Specifically a Quarterly Litigation Update to Include City of Santa Fe v. Purdue Pharma, et al., DNM

No. 1:19-CV-01105; City of Albuquerque, et al. v. New Mexico Taxation & Revenue Dept., D-202-CV-2018-08036; and City v. Tyron Martin, et al., D-101-CV-2020-01298; and
b) In Accordance with the New Mexico Open Meetings Act, Specifically NMSA 1978, Section 10-15-1, Part (H)(8), Discussion of the Sale of the Recently Acquired Santa Fe Estates Property, the Santa Fe Clay Building Located at the Santa Fe Railyard, and the B & G Club Building Located at 730 Alto Street. (Erin K. McSherry, City Attorney; ekmcsherry@santafenm.gov, 955-6512)

14. **MATTERS FROM THE CITY CLERK**

15. **COMMUNICATIONS FROM THE GOVERNING BODY**

EVENING SESSION - 6:00 P.M.

16. **ROLL CALL**

17. **PETITIONS FROM THE FLOOR**

18. **APPOINTMENTS**

- Water Conservation Committee

19. **PUBLIC HEARINGS**

a. CONSIDERATION OF BILL NO. 2020-25. ADOPTION OF ORDINANCE 2020-____. (Mayor Webber and Councilor Cassutt-Sanchez)
An Ordinance Creating a New Section 20-7 SFCC 1987 to Prohibit Certain Police Activities, Including No-Knock Warrants, and Requiring the Use of Body-Worn Cameras During the Execution of Any Search Warrant. (Paul Joye, Deputy Police Chief, pmjoye@santafenm.gov, 955-5355)

20. **ADJOURN**

Pursuant to the Governing Body Procedural Rules, in the event any agenda items have not been considered prior to 11:30 p.m. and the Governing Body does not vote to extend the meeting, such items shall be postponed to a subsequent meeting, provided that the date, time and place of such meeting is specified at the time of postponement.

NOTE: New Mexico law requires the following administrative procedures be followed when conducting "quasi-judicial" hearings. In a "quasi-judicial" hearing all witnesses must be sworn in, under oath, prior to testimony and will be subject to reasonable cross-examination. Witnesses have the right to have an attorney present at the hearing.

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521, five (5) working days prior to meeting date.

Minutes of the
Emergency Meeting of the Governing Body
Monday, October 12, 2020
Virtual Meeting

1. CALL TO ORDER

An emergency meeting of the Governing Body of the City of Santa Fe, New Mexico, was called to order by Mayor Alan Webber, on Monday, October 12, 2020, at 5:13 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
Councilor Renee D. Villarreal

Members Excused

None

Other Participants Attending Remotely

Jarel LaPan Hill, City Manager
Erin McSherry, City Attorney
Marcos Martinez, Assistant City Attorney
Yolanda Y. Vigil, City Clerk

3. PURPOSE OF THE MEETING - AGENDA

Mayor Webber noted the Clerk recommended having an agenda and approval of the agenda. He proposed that no action be taken and consider the events that took place this past weekend in the City. That culminated in the destruction of the obelisk at the Plaza in a violent demonstration and that was the agenda that he proposed.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Romero-Wirth, to approve the agenda as stated by Mayor Webber.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None.

4. OVERVIEW OF WEEKEND EVENTS

Mayor Webber noted that the Governing Body would know by the time of the nest regularly scheduled meeting on Wednesday and could discuss it further at that time. But he wanted to make sure everyone on the Council was fully aware and have a chance to comment on those events.

For Background, Mayor Webber said there was a demonstration on the Plaza that started Saturday night with individuals occupying the obelisk by chaining themselves to it and indicating their intent to stay there until Monday. The Police, Fire Department were there. Mayor Webber went and offered to meet with them if they would come down from the obelisk and talk about their concerns. They preferred to stay on the obelisk and the Police stayed overnight and observed to keep it peaceful. Starting yesterday (Sunday) developed a plan to meet with the group and inform them they were criminally trespassing and would be cited for it if they did not leave. That was at 7 pm and was respectful and peaceful. They were given time to talk among themselves. They asked the Police to come back over and said they were ready to leave the obelisk peacefully. They packet up a lot of gear. They told the Police they wanted to get a pickup truck to move their gear out. The Police helped with it and by 8:30 to 9:00 last night, the Plaza was clear and calm.

The situation changed dramatically today (Monday) when a large group came to the Plaza at a time when workers were increasing security with more plywood around it. The group was reported to tear pieces of the pedestrian gating on the perimeter and threw them at the workers. At that time, the Police decided to pull

the workers away from their work to avoid injuries to them. That led to a full-scale assault on the obelisk by the demonstrators, including tackling and taking down two police officers.

There were several arrests made, based on the assault on police and protestors overcame the police and mounted the obelisk and with their tools, tore it to the ground and destroyed it. Then they left and now the Police, Public Works Team, and Fire Department, tried to safeguard what was down at the Plaza and clean up and put the pieces of the obelisk in a safe place to make sure there was no further destruction or use it in any violent way.

Mayor Webber has been in contact with other individuals who have been instrumental in the work to bring more reconciliation to our community. He spoke with the Governor of the Pueblo of Tesuque, with Regis Pecos, who was a leader in the retirement of La Entrada and a proclamation last year to remember the events of Indigenous People's Day on the Plaza, which was a most peaceful, heartfelt expressions of solidarity and reconciliation. He was sad and disappointed that one year later, people took their law into their own hands and a step back from peace in the community.

He said it doesn't change the course Santa Fe is on and spoke with each Councilor on the best path to structure a task force or committee to discuss statues and monuments, history and cultures, to try to build more reconciliation in this community. It was sad to lose the obelisk in this unlawful way rather than having a community discussion about the best way to deal with it.

Mayor Webber invited comments and suggestions from the Governing Body.

Councilor Garcia recalled one who was chained to the obelisk stated their intention to stay chained to it until Monday – Indigenous People's Day on the Plaza. He asked why the decision was not made to just let them peacefully protest and stay chained until today.

Mayor Webber said a lot of consideration went into all forms of protest. He thought he, the police and City Manager made a calm decision. "If they wanted to make a point about history and their views about the obelisk, the point was being made. But they were also in violation of the law. As to the City's point of view, we are the keepers of the peace and enforcers of City ordinances. That is the oath of office that we all take. We would be derelict in our duty if we simply let them stay there." The police approached them and give a way for them to come down, having made their point. He thought it representative very good solution. They got to make the appointment not to violate city code. But today, we saw wanton destruction of property that did violate city codes and two officers were injured by this demonstration.

Councilor Garcia noted there was a lot of presence on the Plaza, whether from City law enforcement, County law enforcement, State law enforcement, Fire and Safety, etc. He didn't understand why we did not maintain the area safe and secure, knowing the original protesters' intention was to go through Monday. And why did we not have that today as we did last night?

Mayor Webber preferred, in this public meeting, not to worry if he could not answer with certainty. That was a question he expected the press and the public to ask going forward and was confident that an answer would soon portray a clear picture of what happened. Before they were chained to the obelisk, he had reached out to Native Americans who were not parties to this protest. He couldn't see who was responsible for toppling the obelisk and assaulting the police. He had heard from several groups that this did not come from those who were planning to peacefully observe the Indigenous People's Day.

Councilor Garcia said that is a good reason why we need this commission on truth and reconciliation. Tension within our City has been high since the summer. They're only going to get more exasperated because of this incident. He asked how we as the Governing Body begin to work on the process. We need to start bringing together our community leaders to start addressing the promise of our past and work together and come together as a community and face our past or we will continue to have the circumstances and any other part of the City that has a remembrance of colonialism. Our ultimate priority should be to keep our community safe. When the tensions are high, people may act out of hate and it leads to negative output. So he asked how the Governing Body could bring people together and address the elephant in the room to keep things safe.

Mayor Webber did believe, after this setback, that we need to rebuild the community trust and move beyond the pains of the past to reconciliation.

Councilor Garcia wanted to hear the ideas of his colleagues and not get distracted but moving forward to figure it out with something strong.

Mayor Webber did not think it wise to speak to the specifics in reaction before having all facts gathered. He was not confident in being able to answer those specific questions before the facts are established.

Councilor Rivera asked that when that information is available, to understand the lack of police presence during this protest. There were four officers trying to hold back more than seventy people. He wanted to know how and when that decision was made to pull back. He asked Mayor Webber to pass that along to the Police Chief and why the Sheriff's Department and State Police were not more involved. An answer to that would be helpful. There was plenty of video around to see what took place and whether the City would press charges against those people.

Mayor Webber said the City would take that up with the Police Department and the City Attorney. The two people who were arrested would be held accountable for their actions. Assaulting a police officer is one of the more serious things a person could do. He also spoke with chief Padilla to make sure body cameras were on so there is no questions about excessive force being used. He added that we will coordinate with the District Attorney on it to make sure the proper legal steps are taken. These are all the right things to do.

Councilor Rivera asked the City Attorney about the research to determine whether the obelisk was a federal monument or not. He asked what her findings were.

Ms. McSherry was in a vehicle and her transmission was poor.

Mr. Martinez said he had not had time to review all the documentation but found it most likely that the City owns the obelisk.

Councilor Rivera asked about prosecution of those responsible.

Mr. Martinez said it is done under the District Attorney's jurisdiction, although petty misdemeanors are under the City's jurisdiction. He will pursue that, and it will depend on what charges are filed.

Councilor Rivera asked if Public Works has discussed rebuilding the obelisk.

Mayor Webber said they would at least protect all parts of the obelisk that are collected. They would not be destroyed further. Director Wheeler and her team is doing everything possible to make sure they are safely stored and protected. He did not know what options were available. Chief Padilla has been alerted to presence and vigilance on protecting what is there now. Those discussions are ongoing. He did not know what steps have been taken to protect what is there.

Councilor Vigil Coppler asked about the injury to police officers and if they are okay.

Mayor Webber said they are okay. They were taken to the ground and sustained injuries, but both are okay physically. The injuries are not serious.

Councilor Vigil Coppler understood the City owns the obelisk but there is a required federal process to make changes to it. She recommended that the city research whether there are any sanctions to the City but also to anyone who has damaged.

Mayor Webber agreed. The City is moving forward carefully on legal obligations surrounding the obelisk and the overlay of authorities in oversight of the monument. The work has been ongoing for several months with Councilors and those with a stake in the obelisk and other monuments in the City and need for dialogue regarding our shared histories. The City Attorney has ascertained, though not complete, on the oversight authority involving federal and state entities that require careful procedures, moving forward. It is moving forward in a methodical way to engender confidence in the work.

Councilor Vigil Coppler hadn't known statues were going to be removed and that should have been considered at a Governing Body meeting where Councilors would be involved in the discussion. Councilors did not have that opportunity to engage in how to proceed. The Truth and Reconciliation Commission is far overdue, and this lack of planning brings emails to all Councilors about how we are not paying attention. She felt we should not always be reacting but be proactive. She is hoping we have learned from this to not delay. Mayor Webber has made it hard to prepare, had we at least gone forward and done something. Now, all of us get the rap from people on both sides on what is being done today which is violent and oppressive. She is looking forward to a better tomorrow, but it is hard on all of us. It is always better to be proactive instead of reactive. She was sorry it has happened and is heartbreaking. She wanted to do her part to make things better.

Mayor Webber agreed it is a sad day when people take it in their own hands instead of the community working together. The next steps must be designed to heal wounds rather than provoking more anger. Cool heads need to prevail and bring people of good will together rather than pointing fingers

Councilor Abeyta asked Legal regarding creation of the Truth and Reconciliation Task Force. Is it the Mayor acting, or should it be a resolution of the Governing Body to start bringing people together?

Mr. Martinez thought a resolution would be a vehicle for creating the Truth and Reconciliation group. It could also be established by ordinance.

Councilor Abeyta asked a time frame for doing that.

Mr. Martinez said a typical resolution time frame is what it would take. We could explore the most expeditious way.

Councilor Abeyta asked about an answer by Wednesday's regular meeting.

Mr. Martinez thought that would be possible.

Councilor Cassutt-Sanchez was curious if there are other monuments that the Governing Body needs to protect. This is not the process we want. She supported a Truth and Reconciliation group and wanted to know if other monuments need to be protected. She understood the obelisk could not be removed without damage.

Mayor Webber said it is a good question and could discuss offline. We don't want more destruction without more discussion across the community and hoped that discussion could be undertaken on all monuments. There are obviously different points of view regarding the past. Some were painful and others joyful and we came together

Councilor Cassutt-Sanchez looked forward to Wednesday and more information. The Truth and Reconciliation Task Force is a hopeful way to move forward. She understood there would be roadblocks to face and it would not be a perfect process.

Councilor Romero-Wirth was sorry we must gather in emergency session because of the events of this day. It is disheartening and not who we are. She had to believe some of it is the result of the times we are living in and no shortage of things to be upset about and that cause hate. She thought some structure needs to happen quickly – begin a process for healing. People need to be heard. We have spent all our time dealing with the global pandemic and sorry we had not don't this earlier. We need a process that moves us forward in phases and the first phase is to listen to the various voice that need to be heard in our community. Whatever process is used, it should be done in phases and consider the time frame. It will be dependent on what is asked to be done and structure to do it in. We must find a way to live together and tell a more comprehensive story.

Councilor Villarreal was shocked by all of this. This was a terrible way to deal with the obelisk and she hoped to understand the sequence of events better. She wanted to understand the police presence, how the attack on them happened. It would be helpful to get the video from the camera at the Plaza rather than just hearing things second-hand. She noted various one-on-one conversations with the Mayor about a more neutral party leading. The Resolution should not just be the City filing the process which is in some ways tainted. There was not enough action take and it is not just the Mayor's responsibility. All Councilors had a role to paly and will be blamed for our part in it. We all need to acknowledge that, and it has been gong on for a long time.

She wished for more communication such as the research going on. That needed to be shared with all Councilors to respond to constituents. That information would have been helpful to understand what was going on. We need that information going forward. It would help to know what is being done to secure the Plaza. Unfortunately, the importance of Indigenous People's Day gets lost with this happening and people not even involved get blamed for it. So we need more details on it and who is to blame. Otherwise, people could blame all the Governing Body on it. She wanted to know what the next steps are. Representation needs to be known for the Commission.

Mayor Webber thanked her for many good points. There is a celebration at the Downs very peacefully and stands in stark contract to the destruction and lawlessness of a small group in Santa Fe. He knew that all Councilors condemns what happened.

Councilor Lindell was in a vehicle, and said it is a painful day and not one thing by her colleagues that she disagreed with. Everyone spoke eloquently. We have the past and now need to understand why this happened. Seeing the tapes from the camera is important. We will hear many ways this happened, but she wanted to decide from the videos what happened. She really appreciated those she works with on this day.

Mayor Webber said the point of this meeting was to get feelings and questions out about the events on the Plaza and those who were responsible and begin a process of engagement about past and future. We need a way for all to be heard. He was like them videotaped and preserved, whether Hispanic, Native American, or visitors settling here. That should be on the record and part of the community dialogue. We need to consider our other monuments or memorials. Public Art that we have and that we don't have could be testimonials to conquest or to peace and the gifts of New Mexico and lessons

learned. So there is a clear idea of what needs to be done. The same applies to evaluation of experiences people and families have had over generations and where pain has been inflicted, to be honest about them and the acts of generosity of people.

We need to decide who should be members on the Task Force and who should be represented to consider reconciliation. Part of it happened several years ago with the proclamation that happened.

He appreciated everyone coming on fifteen minutes' notice and reminded members of the regular meeting on Wednesday when more would be known. We cannot let the emotions of this day lead to hatred and division. He commended all Councilors on their hard work and good heartedness that will carry us through. He hoped this would become a turning point for Santa Fe toward better efforts for the future to understand and work together.

5. ADJOURN

The emergency meeting was adjourned at 6:10 p.m.

Approved by:

_____
Mayor Alan Webber

ATTESTED TO:

_____
Yolanda Y. Vigil, City Clerk

Respectfully submitted by:

Carl G. Boaz, Council Stenographer

SUMMARY INDEX
Governing Body
October 14, 2020

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3.	Salute to the State Flag	led by Councilor Abeyta	1
4.	Invocation	led by Councilor Villarreal	1
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	b) FII Contract for $1.6 million	Approved as presented	23-25
	c) Salvation Army Contract	Approved as presented	25-26
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	b. MRC Golf Rates Amendment	Approved	33-34
	c. Sabino Vehicle Restrictions	Approved as presented	35-36
	d. Sidewalk Alcohol Service Extension	Approved	36-37
	e. Descartes Labs Construction	Postponed to Nov. 10, 2020	37
	f. Descartes Labs Lease Loan	Postponed to Nov. 10, 2020	37
20.	Adjournment	Adjourned at 9:23 pm	45

Minutes of the
Regular Meeting of the Governing Body
Wednesday, October 14, 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 Wednesday, October 14, 2020, at approximately 4:00 p.m., at the Council Chambers at City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico as a virtual meeting.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilor Abeyta

3. SALUTE TO THE NEW MEXICO FLAG

The Salute to the New Mexico Flag was led by Councilor Cassutt-Sanchez

4. INVOCATION

The Invocation was led by Councilor Garcia.

The Governing Body observed a moment of silence for those who died and for their grieving families.

5. 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 Christopher M. Rivera
Councilor Carol Romero-Wirth

Councilor JoAnne Vigil Coppler
Councilor Renee D. Villarreal

Members Excused
Councilor Signe Lindell (but arriving after the break)

Other Participants Attending Remotely
Jarel LaPan Hill, City Manager
Erin McSherry, City Attorney
Yolanda Y. Vigil, City Clerk
Jesse Guillen, Legislative Liaison
Andrea Salazar, Assistant City Attorney
Sally Paez, Assistant City Attorney
Bernadette Salazar, Human Resources Director
Rich Brown, Economic Development Director
Kyra Ochoa, Community Services Department Director
Andrew Padilla, Chief, Santa Fe Police Department
Paul Babcock, Chief, Santa Fe Fire Department
Eli Isaacson, Land Use Department Director
Regina Wheeler, Public Works Director
Caryn Grosse, PW Projects Administrator
Tom Graham, ADA Coordinator
Geronimo Griego, Fire Inspector
Carl Boaz, Council Stenographer

6. APPROVAL OF AGENDA

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Romero-Wirth, to approve the agenda as presented.

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

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

Against: None.

7. APPROVAL OF CONSENT CALENDAR

Councilor Vigil Coppler requested discussion on item 10(a)

Councilor Villarreal requested discussion on item 10(g)

MOTION: Councilor Villarreal moved, seconded by Councilor Cassutt-Sanchez to a approve the Consent Calendar as amended with 10(a) and 10(g) removed for discussion.

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

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

Against: None.

8. APPROVAL OF MINUTES:

Regular Governing Body Meeting – September 30, 2020

MOTION: Councilor Garcia moved, seconded by Councilor Vigil Coppler, to approve the minutes of the regular Governing Body meeting on September 30, 2020 as presented.

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

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

Against: None.

9. PRESENTATIONS

There were no presentations.

10. CONSENT CALENDAR LISTING

a. Item a was pulled for discussion by Councilor Vigil Coppler.

b. Request for Addendum #7 in the Total Amount of $67,783.80,1 Year Maintenance Agreement ILS Support – Sole Source Term 07/01/20-

06/30/21 with Library Innovative Interfaces Inc. (Maria E. Tucker, Library Director, metucker@santafenm.gov, 955-6788)

c. Request for Approval of Inmate Confinement Agreement with Santa Fe County for the Incarceration, Care and Maintenance of Persons Charged with or Arrested for a Crime. Term of Agreement is Four (4) Years. Total Estimated Budgeted for Four. (4) Years is $2,000,000 (Santa Fe County); (Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov, 955-5040) d. Request for the Approval of FY21 Police Vehicle Purchase Request. Total Amount is $539,662.35 for the Vehicles, Equipment and Labor Costs Associated with Each Vehicle. (Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov, 955-5040)

e. Request for Approval of a Budget Adjustment Resolution (BAR) to the Public Utilities Wastewater Division to Cover the Negative Balance in Professional Contracts 5000361.510300 in the Amount of $70,000. (Mike Dozier, Wastewater Division Director, mldozier@santafenm.gov, 955-4642)

f. Request Approval of a Budget Adjustment Resolution (BAR) for Public Utilities Department to Fund Vacant Positions through the 2020/2021 Fiscal Year in the Total Amount of $2,940,219.85 Across 12 Public Utilities Sections. (Shannon Jones, Public Utilities Director, swjones@santafenm.gov, 955-4267)

g. Item g was pulled for discussion by Councilor Villarreal.

h. Request for Approval of Liquor Hearing Officer's Recommendation to Approve the Request from Highgarden Entertainment, LLC, for the Following: (Yolanda Y. Vigil, City Clerk, yyvigil@santafenm.gov, 955-6521)

1. Waiver of the 300 Foot Location Restriction to Allow the Sale of Alcohol at Jean Cocteau Cinema, 418 & 420 Montezuma Avenue, Santa Fe, which is within 300 Feet of the New Mexico School of the Arts, 500 Montezuma Avenue.

2. Inter-Local Dispenser Liquor License #2626 with On-Premise Consumption Only and Patio Service from 418 & 420 Montezuma Avenue to 418 & 420 Montezuma Avenue (Expansion of Licensed Premises). This License will be Located at the Jean Cocteau Cinema, 418 & 420 Montezuma Avenue.

CONSENT CALENDAR DISCUSSION

a. Project Status Presentation and Request for Retroactive Approval of Amendment No. 2 to the Contract for Construction for CIP Project #503a (Salvador Perez Recreation Building – Structural and Building Envelope Rehabilitation), for the Purpose of an Increase of $35,457.72 to the Contract Amount for Additional Deferred Maintenance Scope as Detailed in the Memo, the B&D Industries Cost Proposal and the Presentation Materials. (Anson Rane, PW Project Administrator, aerane@santafenm.gov, 955-5935)

This item was pulled for discussion by Councilor Vigil Coppler.

Ms. Vigil read the caption for this matter.

Councilor Vigil Coppler pointed out that the Public Works Committee approved on May 26 and now it is October. The Finance Committee approved it on October 5, and she was curious about the delay since May and now asking for retroactive approval.

Director Wheeler said Anson Rane could answer it.

Mr. Rane said the approval would have been retroactive at that time (May) as well. It was work counted as on working on the project and needed to be addressed, as well. The delay from the time of the Public Works approval until the approval at Finance was due to the pandemic with changes in protocol, and it slipped through the cracks. The process was misunderstood. It has been working itself through with companies on-call.

Councilor Vigil Coppler read that some money was taken from money not spent on the City Hall roof repair. And she thought we already took credit when Council was cutting projects with John Romero to save money because the City did not have enough to cover all of it. So she asked why we are approving it since he already gave that money away.

Director Wheeler said those funds were largely for the fire station, but Councilor Vigil Coppler is correct. The funds were from the bond issue. Mr. Anson's use of the money came out before we allocated the rest. It was already encumbered only for use after the Salvador Perez money was reallocated.

Councilor Vigil Coppler did not recall that action was shared in the Public Works Committee meeting. She was not saying it was a bad use. But at the PWC meeting, we didn't know we had already given away part of it.

Next, she asked if the Salvador Perez Pool was supposed to open quickly instead of Ft. Marcy.

Manager LaPan Hill explained that there is no formal decision to open yet. The City extended the Bicentennial Pool use because of the nice weather. Those conversations are happening and with the virus. Currently, the statements we made are that neither would open before the end of year and have not decided whether to open either before end of year.

Councilor Vigil Coppler asked if the Bicentennial is closing now.

Manager LaPan Hill said it will stay open through the end of the month, which is a lot longer than normal.

Councilor Vigil Coppler felt the City should have some recreation open for the public and soon only the GCCC pool will be open. To serve the public, we should at least open Ft. Marcy at the time of Bicentennial closing. Not everyone can get a reservation at GCCC and Salvador Perez was only open for a while. It would be good to open Ft. Marcy – something good for the community.

Councilor Vigil Coppler/Councilor Villarreal to approve – unanimous.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Villarreal to retroactively approve Amendment No. 2 to the Contract for Construction at the Salvador Perez pool as presented.

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

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

Against: None.

g. Request for Approval of a Lease Agreement between the City of Santa Fe and the Interfaith Community Shelter Group ("Pete's Place") Located at

2801 Cerrillos Road, for a Four (4) Year Term. (Rich Brown, Economic Development Director, rdbrown@santafenm.gov, 955-6625 and Andrea Salazar, Assistant City Attorney, asalazar@santafenm.gov, 955-6303)

This item was pulled for discussion by Councilor Villarreal.

Ms. Vigil read the caption.

Councilor Villarreal wanted to show appreciation that it got through the committees after bringing up issues on things experienced and make sure it is following proper protocols for safety of the community. By now, the clients served by shelter staff and volunteers know the Council is supporting those most vulnerable to make sure we have consistent services available.

She and Councilor Lindell were proposing amendments. Amendment #1 is to add to the lease agreement that the lessee will hold at least two meetings per year with neighbors and businesses located within one-half mile radius of the premises of the shelter and the lessee will invite the City Councilors with the shelter's district in that radius and anyone else who would like to attend, and to provide a report to the City Manager so Councilors an keep updated on things that are working, making sure that the neighbors can be offered the eyes and ears for the shelter if are circumstances happening and working alongside the Police Department and any other law enforcement or city services for public safety and public health that would be in the conversation.

She asked if the Governing Body needs to act on the amendments separately.

Councilor Romero-Wirth thought they should be done one at a time.

Ms. McSherry asked that the main motion be put on the floor first.

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Vigil Coppler, to a approve the lease agreement as presented.

Amendment to the Motion:

MOTION: Councilor Villarreal moved, seconded by Councilor Rivera, to amend the lease agreement to have the lessee hold at least two meetings per year with neighbors and businesses located within a half-mile radius to the premises and include the language she read earlier.

Discussion on the motion to amend:

Councilor Romero-Wirth asked Ms. Salazar if this kind of requirement was in any other leases.

Ms. Salazar said she was not aware of any lease that has this requirement but added that she was not aware of all the leases in the City currently.

Councilor Romero-Wirth was struggling with where the burden was placed. How would a lessee know or have the information or find out who was in a half-mile radius? The City does it in traffic calming programs. City staff go out and find out and send out notices but that is specific technology that she doubted a shelter would have. How would a nonprofit access that information? They would not have a database.

Councilor Garcia observed that in the committee meetings, it was stated the City and Interfaith were partners and he did not see why the City could not provide that information.

Councilor Romero-Wirth reasoned that the burden should then be on the City to call the meeting and notify Councilors. Councilors can convene meetings. We have done it in District 2 when constituents were concerned about the high level of crimes in the district. She and Councilor Ives called that meeting and talked about neighborhood watch and other kinds or protections. We also did it in the Railyard area when businesses were concerned about homelessness there. She was concerned about putting the burden on the lessees when the City knows how to do it better and what staff should be involved. She thought the amendment places the burden in the wrong place.

Councilor Villarreal did not see it as a burden and the onus is on the shelter. In her experience, when she got on Council, and staff did not want to do it, it was a struggle. The shelter is committed to have them and they can work with the City to get the data. That is what a partnership is. She didn't think it should fall on the City always, but on those most affected at the shelter neighborhood. The shelter has a role to play.

Councilor Vigil Coppler noted that the purpose of meeting is missing in the amendment. She was not in favor of any meeting without a purpose. We need to have a clear written purpose for the meeting.

Secondly, there is two half-miles here. She was assuming her district would qualify since it is across the street. All councilors should be invited. We all have a stake in working with the homeless population. Why put restrictions

on it? She asked if we don't hear those updates unless we are within half-mile of the shelter.

Thirdly, Pete's Place is renting City space and she understood some neighbors were upset, but Pete's Place is playing an important role in serving the homeless. So in having these meetings and their concern about workload and the cost of notification, she wondered who would pay for that. They don't have money for that. They are doing something good for the City and if we start micromanaging and having them be responsible, we might be biting the hand that feeds. This City needs to tackle the big piece of homelessness. We should have had this discussed in the Public Works Committee last night. This is the first she has seen it. She didn't want to postpone the lease again. We need to give Pete's Place assurance. She did not want to micromanage a lease amendment. It is a good-hearted measure and she understood it, but we have the power to call these meetings and can do it regardless of this amendment.

Councilor Cassutt-Sanchez said the Governing Body does not have the time to massage the amendment. She supported the idea of having meetings but agreed with Councilor Romero-Wirth on the responsibility to make them happen. She would be more supportive if organized by the City. She was in favor of having that as an amendment in the lease that says the City would host the meeting. That would be good for surrounding neighbors and businesses. She would like to work that out in support of the meetings. She asked if Councilor Villarreal was open to changing the amendment to say that. Pete's does provide a service to the City and that resources be allocated for it.

Councilor Abeyta wondered about the shelter's position on this.

Councilor Romero-Wirth noted this has been through three committees and the amendment could have been worked out at any of them. From a process standpoint, we find ourselves amending on the fly which is dangerous.

Mayor Webber said Councilor Abeyta's question should go to someone representing the Shelter. He asked Ms. Salazar about who would be present.

Director Brown said Dan Yohalem was invited and is present.

He and the ICS Director were unmuted.

Mr. Yohalem said they were never informed about this. They have attended all meetings and the City has called those meetings. He said the burden on this nonprofit to notify and find a space is burdensome. ICS is opposed to the amendment. We have had many, many meetings with neighbors over the year. And regarding the purpose of the meeting, he goes to them and take in the venting of neighbors. He approached Councilor Villarreal many times and asked for action to be taken by the City. He has laid out things we have done in an email this morning to Councilors and described what we have asked the City to do what they promised to do, and it has not been done yet. It is another unfunded mandate.

Mayor Webber asked him if the City called the meetings, he gathered that Interfaith Shelter would attend and participate as in the past. He saw that the Shelter is not objecting to meetings but to the responsibility to call and set them up.

Mr. Yohalem said, “Absolutely.” They would attend; they would participate and be constructive, as they always are.

Councilor Abeyta asked for Councilor Cassutt-Sanchez to restate her amendment to the amendment.

Councilor Cassutt-Sanchez said she didn’t have it down and the Council is again amending things verbally. She said it was that the City hold two meetings per year, or the other suggestion was the lessee and the City hold two meetings per year with businesses and neighbors located within a half-mile radius of the premises. The meeting will include City Councilors, the City Manager, and the Chief of Police, to discuss safety and said she could wordsmith it further.

Councilor Romero-Wirth thought maybe instead of singling out the Chief of Police, it should say “appropriate staff.” And again, she had to complain about doing this here at this moment after three committee meetings.

Councilor Villarreal responded that this had been discussed in committee. Councilor Lindell could not be here, but she did formulate the amendment language and it did not make it to the PWC meeting. She thought the reason was that Legal had not reviewed it yet. So it is unfair to say this was not brought up. It was brought up. It is tough to word smith and we all have to do it and she supported Council Cassutt-Sanchez’ addition.

Ms. McSherry suggested voting on this and then go to the next.

Mayor Webber said, “While Councilor Cassutt-Sanchez is drafting it, I second what Councilor Romero-Wirth said. Sometimes we get too prescriptive and saying appropriate staff is better and any Councilor, should they wish to attend rather than being narrow in our drafting. And we have often not put things literally into a lease but have agreed to a directive rather than having it formally in the lease, itself.”

Councilor Garcia had the same feelings as Councilor Villarreal. It should be a partnership with the Shelter and the onus does not fall totally on the City. The City has the best resources, but the shelter should be a co-host in convening the neighborhood around the shelter. So just add the City so it would fall on both. It should also strike just the Councilors and should be all City Staff to address community concerns and priorities.” The City can be the conductor, but the Shelter should cohost and not have it solely on the City. He thought that was more appropriate. He wordsmithed it further.

Mayor Webber thought the City Attorney’s suggestion should be followed – to take the amendment that is on the floor and if it were not to pass, it could be redrafted while the Governing Body looks at the second amendment.

Motion to amend was withdrawn:

Councilor Villarreal suggested considering the revised version and if not, she will withdraw her motion for now. Councilor Garcia withdrew his second.

Councilor Cassutt-Sanchez asked Ms. McSherry if it is acceptable to email her amendment to the Councilors and read it out loud.

Ms. McSherry asked that it be sent to her and she read it out loud.

Councilor Villarreal clarified that the reason why it did not say invite all Councilors was because that is a violation of the Open Meetings Act.

Ms. McSherry clarified it would be a public meeting, but the Governing Body could do that with notice.

Councilor Villarreal knew there were other questions on the lease, and it might inform that amendment.

Ms. McSherry stated that all we have on the floor is our main motion.

Councilor Rivera said Chief Babcock was at PWC dealt with inspections on how they do them.

Chief Babcock said he was still working on it and had conversation with a representative from the State Fire Marshall's Office, and he promised to get the documentation later. So the State Fire Marshal will do that.

Chief Babcock said the State has provided some documentation on annual inspections.

Councilor Rivera asked him, when he got all of it, to please let him know.

Chief Babcock agreed.

Councilor Villarreal noted there has been a commitment from our Police Department to use the vice team to patrol that area regularly, starting mid-October through mid-January.

Chief Padilla agreed. They begin this Friday through January 9. And after that time, we will have better knowledge on the location and when we pull officers out, it will be the responsibility of the normal officer for that area on their regular shifts. If neighbors want a neighborhood watch or a clean-up of needles day, that works for all, we can do that with proper equipment provided and spruce up the neighborhood. The Police Department and constituent services will organize it – Operation Tranquility. If anyone is interested, he asked for an email to me and he will notify them of the Saturday we are doing it.

Councilor Villarreal addressed Director Ochoa, pointing out that Chief Padilla brought up security which is already a contract at our facilities and wondered if this facility could be included in that contract and if that contract Is moving forward.

Director Ochoa agreed. The contract amendment is being reviewed by Legal now and that location, plus Midtown are included.

Councilor Villarreal asked if Council will see the specifics on that change – with time frames, frequency, etc.

Director Wheeler thought it was 7 pm to 7 am on seven days each week. She had worked with them at Midtown and we can be more specific with them. They have done great job at Midtown and are very responsive to us.

Councilor Villarreal thanked her.

Second Amendment:

Mayor Webber asked for her second amendment, then go back to the first one as written down, and then go back to the main motion.

Councilor Villarreal said the second proposed amendment was cosponsored by Councilor Lindell, Councilor Rivera, and Councilor Garcia.

MOTION: Councilor Villarreal moved, seconded by Councilor Rivera, to amend the lease agreement terms to have an initial two-year lease term with an optional additional two one-year terms, for a total of four years. And for the lessee to make the renewal requests in a letter sixty days before end of term and demonstrate in the letter that they met all of the conditions in Section 4 and it would go to the Governing Body for consideration.

Discussion on the Second Amendment:

Councilor Rivera said he supported this amendment wholeheartedly. He noted that some of the meetings with neighbors and nearby businesses have not gone well. With the semi-annual meetings and hopefully improve relations, it would allow us to find a better place for the shelter – one with a bigger space to house families or single women in a different area than the men. It shows where our values are when the animal shelter is bigger and better. If we go two years and then extend another two, it will give us more opportunity to find another place.

Councilor Villarreal thought with a two-year lease, the meetings could take place and determine whether the facilities are adequate for the clients and that what is required is being provided. We could make sure we are connected and communicating with the shelter as community partners and the Shelter and the City are being responsible.

Councilor Romero-Wirth agreed completely this is a partnership. And we heard from Pete's Place at the three committee meetings that it is. And we also heard that stability of a lease, knowing they have four-years with funding was very important to them. So this would destabilize that as an assured place for the homeless. She understood wanting to do better and if two meetings a year does it, fine. We have heard during those meetings that we are going to help the neighborhood. But the issue of homelessness is larger. Some of the people making trouble are not wanted at Pete's Place. Our mental health system was completely decimated by the previous Governor and the services are not there because they were demolished. She understood the desire to have a better place somewhere

else. That will take time to find. She did not see that happening in two years, given the economy and pandemic we are still in. We need what Pete's Place provides and some of what is happening there is not Pete's Place's fault.

We also heard the site was picked because it is on the transit line and will help give the occupants a chance to get the resources they need. There are communities who had to move shelters out of town, and it caused difficulty for the shelter residents. She was not in favor of this amendment.

The effort to end homelessness is just getting off the ground, led by Director Ochoa, and with CARES Act money to buy a motel to be in our continuum of services. We are doing all these things and that should help this neighborhood also. She was very opposed to changing the terms of the lease.

Councilor Abeyta asked to hear a response from the Shelter Board.

Mr. Yohalem agreed with all that Councilor Romero-Wirth said and did not think the Board would approve the lease if the term were amended this way, and the shelter services would end. He pointed out that there have been no complaints about the quality of service they have provided on this property. He commented that the shelter's location would have to be in somebody's district, and it happens to be here. This amendment felt like they were being punished. We cannot operate, raise money, or hire staff on a two-year lease.

Councilor Abeyta asked if the renewal of the lease would have to come back to the Governing Body after two years.

Councilor Villarreal said it was her understanding but asked Legal to confirm that. It doesn't mean things will end but as a check-in for meeting the requirements in Section 4.

Ms. Salazar explained, the lessee would submit a letter at the end of the two-year period, stating they met all requirements under Section 4 and the Governing Body would send a letter granting another year or denying it.

Councilor Vigil Coppler agreed with Councilor Romero-Wirth's point and went back to Mr. Yohalem's response. She pointed out the terms for termination with 30-days' notice in the lease. And that works both ways. She did not believe his testimony was a threat but was real. She, herself, wouldn't take a two-year lease but was not minimizing the discussion. We police Pete's Place far more than Midtown, although there have been horror

stories from Midtown. But we are still operating it because we need it. What has been happening there is worse than this. And will have these issues, no matter where we put them. We are micromanaging the lease with more to lose than we have to gain. And she did not believe the City is prepared to pick up the slack with homeless in 30 days or less. The Council has the right to terminate with 30 days' notice. She was embarrassed that the Council is proposing these measures with an organization that is helping the City this way.

Councilor Garcia said we have stressed how important their service is. The purpose of this amendment is to look at this from the neighborhood's perspective. He asked if the neighborhood should have to continue facing the challenges there without having the City intervene. The intention was not to micromanage but to ensure we are not lessening the quality of life. Some of the problem is not done by residents of the shelter. But we must acknowledge if the shelter were not at that location, probably most of the challenge would disappear. So the City must work with the shelter in addressing those problems. He had signed on to this to deal with those challenges. We want to see the shelter services be successful. Shorter terms will permit helping them to improve their services. He wanted to learn more about the funding predicament. He didn't believe the renewal request would be denied.

Councilor Cassutt-Sanchez followed up on Councilor Vigil Coppler's statements. He understood they would determine in two years if the requirements had not been met. In Section 4a there was not a requirement that addressed the community and asked Ms. Salazar about that.

Ms. Salazar agreed.

Councilor Cassutt-Sanchez pointed out that the City could terminate the lease at any time it was known they were not meeting any provision in Section 4a.

Councilor Cassutt-Sanchez asked how the City would know if it was not met.

Director Ochoa noted that was addressed at the Finance Committee meeting for this and other leases. The City is working to establish a lease team for review and evaluation in one department.

Councilor Cassutt-Sanchez found this to be a challenging amendment because of how it could affect the shelter's funding. She considered this a good response to something that is broken. The Shelter is providing service

that is needed and is a sign of a system that is broken. She did not anticipate the city would ever get to a time when a program like Pete's Place was no longer needed and favored using the money to reduce the need for shelter services. She asked if there was information about which was best – one large facility or many smaller facilities.

Director Ochoa did not have any quantitative data on which is better. There are pros and cons to both approaches. She believed all homeless people could be helped.

Councilor Cassutt-Sanchez was not supportive of the amendment and acknowledged we have another way to enforce the lease if requirements are not met. And it is still a partnership. Since that is already in place, we need not worry about the negative response to this one.

Councilor Villarreal thought their Board should be more concerned about the 30-day notice to terminate provision. Breaking up the lease into two-year segments with ability to extend brings it back to the Governing Body makes sure the right people are on the premises and not using drugs; that staff a parking where they should be, etc. All provisions of ra are important to monitor. It also gives time to ask questions about how things are going. And the city gives them $150,000 to run the operations.

Mayor Webber said the concerns about continuation of the shelter had his support and was also sympathetic to neighborhood concerns. We owe the Councilors and particularly when Councilor Rivera moved to remand it back to committees for review. It aired an important issue to address a way to end chronic homelessness in Santa Fe. And has been propelled forward quickly with the pandemic and that it could be a danger to the community without opening a shelter. At two years in, we are seeing evolution of a coordinated approach to end homelessness in Santa Fe. Complaints about Pete's Place and adjacent neighborhood has done a lot of good. The situation now is different than in the past. This is a real systemic approach for the first time with cooperation and outreach and creation of a health and safety department is a game changer. He admired Chief Padilla for standing up on the patrol of the neighborhood and applauded the role of the Police Department in our community with more social services in the midst of a philosophy change in law enforcement. It is a change from each shelter operating on their own. Ending homelessness is our new goal. And Councilor Romero-Wirth is right. The previous mental health system was decimated and now is slowly building back up. These are real human beings with real needs. The State has not stepped up and the County has not stepped up and the City is. We need more services and more outreach. Seeing the holes in the safety net, we need more housing all along the

spectrum. We are on our way to a much different approach in that neighborhood and greater partnership with the shelter and collaboration around ending homelessness.

VOTE: The motion on the second amendment failed on a tie Roll Call vote:

For: Councilor Abeyta, Councilor Garcia, Councilor Rivera, and Councilor Villarreal.

Against: Mayor Webber, Councilor Cassutt-Sanchez, Councilor Romero-Wirth, and Councilor Vigil Coppler.

Discussion on first amendment:

Councilor Cassutt-Sanchez forwarded her written proposed amendment to Ms. McSherry and Ms. McSherry forwarded to all City Council members.

Councilor Cassutt-Sanchez read aloud, "The City, in partnership with Lessee will hold at least two meetings per year with businesses and neighbors located within a half-mile radius of the premises. The City and lessee will invite all Governing Body members, the City Manager, and appropriate City Staff. Notice of the meeting will state the purpose of the meeting" (to allow for flexibility on issues that come up but have a stated purpose). If we decide not to have an Open Meeting Act apply, participation would be limited to no more than four members of the Governing Body.

Mayor Webber preferred one or the other chosen as the amendment.

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Romero-Wirth, to approve an amendment that said, "The City, in partnership with Lessee will hold at least two meetings per year with businesses and neighbors located within a half-mile radius of the premises. The City and lessee will invite all Governing Body members, the City Manager, and appropriate City Staff. Notice of the meeting will state the purpose of the meeting." [later added "for community concerns and priorities."]

Discussion on the revised amendment:

Councilor Romero-Wirth asked, when we had meetings at the Railyard regarding issues by surrounding businesses with homeless people camping out on properties, if the Councilors were all invited. Does anyone remember who was invited? Not all Councilors can always attend the

meetings. Sometimes just by scheduling, we cannot all be there, and she was leaning on the Railyard example to see how it would work. She asked if Mayor Webber remembered.

Mayor Webber said he did attend and there was never a quorum. Ms. McSherry may want to correct him, but if it has a quorum, it will be noticed as such.

Ms. McSherry agreed.

Councilor Romero-Wirth favored that approach. She might find it important to attend.

Councilor Villarreal thanked Councilor Cassutt-Sanchez for the language. She liked it but thought it should start "The lessee and City in partnership …"

Mayor Webber asked Ms. McSherry about that.

Ms. McSherry thought the onus is more on the City the way it is written but is not just one party's responsibility.

Councilor Villarreal asked the maker if she would switch it.

Councilor Cassutt-Sanchez struggled with the OMA part.

Councilor Romero-Wirth did not support that change as the seconder.

Councilor Cassutt-Sanchez felt the OMA made it a City meeting officially although the lessee is a cohost.

Councilor Vigil Coppler commented the discussion earlier was the City has the responsibility to call the meeting so it should say the Lessor in partnership with the Lessee should hold …"

She went back to last line of the amendment and said the notice of the meeting shall state the purpose of the meeting which, to her, meant the agenda. She would not attend without it. But she asked why the City is micromanaging the contract to formalize a mandatory meeting twice per year without saying the purpose. We have to say why we want this. She was not in support without a purpose stated.

Councilor Romero-Wirth replied that she had offered the language to leave it open. She agreed the purpose for the meeting should be stated but over

the time of four years, the purpose could be different, depending on the current problem (and listed a few examples) so we need to be flexible. She agreed it is important to set a purpose and maybe an agenda over the course of the lease.

Councilor Vigil Coppler said it could even be something as general as operational issues. That is open ended and is some kind of rationale. It is very open-ended so satisfying that might mean we don't accomplish anything.

Councilor Cassutt-Sanchez recalled that Councilor Garcia had suggested a purpose as "community concerns and priorities." That would allow for more focus. She understood the concern for more information on why we are doing it. She thought City and Lessor were interchangeable.

Ms. McSherry agreed.

Ms. Salazar said in the first paragraph, it could be City or Lessor.

Councilor Rivera asked Ms. McSherry, if we do notice it and not all Councilors attend if that mean no meeting.

Ms. McSherry said the meeting would take place, but no actions would be taken, if those were on the agenda.

Mayor Webber added that the Railyard meeting was called by the Constituent Services Director and two Councilors were invited.

Councilor Villarreal asked if Councilor Cassutt-Sanchez was adding that to her amendment.

Councilor Cassutt-Sanchez said yes. She added "for community concerns and priorities."

The maker and seconder agreed to it and Councilor Cassutt-Sanchez read it again as amended.

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

For: Mayor Webber, Councilor Abeyta, Councilor Cassutt--Sanchez, Councilor Garcia, Councilor Rivera, Councilor Romero-Wirth, and Councilor Villarreal.

Against: Councilor Vigil Coppler.

The Question was called and approved unanimously by roll call vote.

VOTE: The main motion as amended was approved on the following Roll Call vote:

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

Against: None.

Councilor Garcia in explaining his vote, thanked Mr. Yohalem and the Shelter Board. "We absolutely recognize those services are critical for all members of the community. Please understand we want you to succeed. Thanks to all your volunteers too. We will get there."

Councilor Villarreal in explaining her vote, said, "My commitment is to you and the work of the shelter. My amendments were not to contradict that. I just want us to be more cognizant in how everyone plays a role and what happens right outside your gate with people who create not only danger for clients in the shelter but those who work around the shelter. You who don't live in the area don't hear the complaints we get from businesses and neighbors about how they live in fear there. We all need to make sure everyone is safe. The meetings should not just be complaint meetings but also for solutions proposed. Councilor Lindell has the same concerns but could not be here."

Mayor Webber asked for suggestions on agenda changes.

Councilor Garcia suggested moving the Executive Session to the end of the meeting and continue with this agenda.

11. **DISCUSSION/ACTION ITEMS**

a. Decision to Accept or Reject the City Attorney's Office's Recommendation for Appeal #2020-002644-APPL, Concurring with the Land Use Director's Determination that an Appeal Filed by Stefanie Beninato and John Eddy (Appellants) of the Historic Districts Review Board's Decision in Case #2020-002357-HDRB, which Approved Remodeling at 203 East Santa Fe Avenue, Should be Dismissed without a Public Hearing because Appellants Failed to Timely Serve Notice of the Appeal on the Property Owners, as

Required by the Santa Fe City Code Section 14-3.17(D)(2). (Sally Paez, Assistant City Attorney, sapaez@santafenm.gov, 955-6501).

Ms. Vigil read the caption.

Ms. Paez and Director Isaacson were present for this item.

Ms. Paez presented the matter to the Governing Body with a recommendation from the City Attorney's Office on the appeal of the HDRB decision. Although it addresses a LUD appeal, it is not a public hearing item. It is an appeal on procedure and not on merits of the underlying issues. So, it is not to change a decision of the HDRB but to change mandatory requirements. The one at issue is the requirement that the appellant must notify other parties within three days.

In this case, the appellants did not notify other property owners as required by code. The code does require a review by the City Attorney's Office to determine if the requirements were met and if not, the Code says the City Attorney will draft recommendations for the Governing Body to consider.

She determined that the notice was not timely to property owners. The last exhibit does include all that she got from parties. The appellants are asking the Governing Body to waive the three-day rule.

Mr. Wayne Lloyd told her the owners do not agree to waive the 3-day notice. She emphasized that even if parties agreed, this is the Governing Body's legal requirement to determine whether to hear the case despite the late notice or not.

She summarized how courts generally handle this issue. They consider the requirement mandatory and will not hear an appeal even if not met. So for us, it is mandatory to decide and provides some prejudice to owners if not noticed timely. In most circumstances it is important to consider the time limit. Any unusual circumstances are typically outside the parties' ability.

There are circumstances and this one is unusual, and discretion is with the Governing Body. But in most decisions, it is important to hold to the procedural requirements which is why she recommend denial.

The Governing Body can approve or deny the recommendation. It makes sense to look at it through that lens and evaluate it. If the Governing Body follows the recommendation, it would not be heard. If the Governing Body denies the recommendation, it will be set it for public hearing.

Councilor Romero-Wirth asked, since we have not done this before if Mayor Webber wanted a motion first.

Mayor Webber asked for a motion followed by discussion.

Ms. McSherry noted this is the third example in two years. It is a very infrequent occurrence.

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt-Sanchez, to accept the recommendation of the City Attorney's Office to not waive the three-day requirement for delivery.

Discussion on the Motion:

Councilor Vigil Coppler heard Ms. Paez say it was the agent for the owners who said the owners did not accept the waiver. She asked what kind of agent that was.

Ms. Paez said under our Land Use Code, almost all applications are filed by an agent representing the owner. They are often private managers like an architect. Mr. Lloyd is their architect and the main agent and the owner's designated person to speak to those matters.

Councilor Vigil Coppler asked Ms. McSherry, if this were appealed to District Court, whether Mr. Lloyd would have a legal right to speak for them.

Ms. Paez said he does have the legal right, but the court could decide whether to accept that or not.

Councilor Vigil Coppler said in what she read, there was a question whether one of the owners accepted the notice of appeal and later Mr. Lloyd said they do not agree with it. What is the vulnerability here? Does Mr. Lloyd have the legal right to speak for them or at least one of them? Maybe one owner didn't understand what it was.

Ms. Paez opined that it doesn't matter whether the owners discussed it or not. A copy was delivered to the property owner, but no service of process is required by the City – just that it be delivered timely and doesn't specify whether through a representative or not.

Her perspective was that it is the Governing Body's decision. She still would recommend denial on insufficiency to meet the requirements.

Councilor Vigil Coppler said there was a lot to read in all of this. She asked if there was any doubt in the language of the ordinance that the appellant must give owners notice within that three-day period with no wiggle room.

Ms. Paez agreed. The language is a mandatory requirement. And she read that they "shall hand-deliver in person or mail."

Councilor Vigil Coppler asked then how they could prove they gave notice if it is hand-delivered.

Ms. Paez said she would rely on the parties. In this case, there is no factual dispute. The appellants stated they did not deliver within three days. Using the USPS with date stamp would be preferred. But our ordinance provides for either way.

Councilor Vigil Coppler did not see they stated how it was required.

Ms. Paez suggested it would be better to have it specified in the ordinance.

Councilor Vigil Coppler reasoned that there is no proof of delivery.

Ms. Paez agreed. And the Governing Body can decide whether to waive that requirement or not.

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

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

Against: Councilor Villarreal.

b. Request to Authorize the City Manager to Sign a CARES Act-Funded Contract with Family Independence Initiative (FII) in the Amount of 1.6 Million Dollars to Administer and Provide Direct Economic Relief to Indigent City Residents Affected by COVID as Part of the Governing Body's Budgeted 3.6 Million for the Connect Program. (Kyra Ochoa, Community Services Department Director, krochoa@santafenm.gov, 955-6603)

Ms. Vigil read the caption for this item.

Director Ochoa said this is a proposal to expedite a contract as part of Connect Funding from CARES Act funding. We are in the process of

encumbering $2 million and this is the program in which rent payments by a third party is made. This allows them to connect where third party payments don't work or when landlords don't accept third party payments which have a paper trail. It is for those who are not eligible for federal funding or unemployment and those with work shutdowns per Governor's orders with lost wages. Also, there are some who are excluded from eviction protections. This is a 20-year-old nonprofit that has successfully handled such funding in Chicago and San Antonio to make them eligible to receive the funding and use direct deposits in their checking accounts. We believe this will go a long way, although not far enough, in addressing this need but it is a contribution to the need.

Mayor Webber understood we are looking for a vote approve it or not.

MOTION: Councilor Garcia moved, seconded by Councilor Villarreal, to authorize the City Manager to sign the contract with the Family Independence Initiative as presented.

Discussion on the motion:

Councilor Villarreal was in support of this contract and knew how important it is. The local partners will help with their members and constituents.
She asked Director Ochoa if there was an individual not connected with local partners and how we would connect with those not connected locally or who were asking through other departments. She asked how the Governing Body can be assured it would happen. She was surprised that utilities did not know about it.

Director Ochoa said with Chainbreaker, there would be outreach to make people aware of the fund and help them connect. There are also sandwich boards that advertise their website and phone numbers. She found it is not difficult to go through them.

Councilor Villarreal thanked her and would like the City Manager to go through the City departments, so we are all very aware of what we are providing.

Councilor Cassutt-Sanchez was happy to see this item and for going through Chainbreaker. She asked if those going through eviction will be helped to get housing.

Director Ochoa said the good thing about this way of funding, is that it is flexible on how they can use it. Tomás Rivera from Chainbreaker is present and he can talk about an average amount. He said it was $18,000. So the

$3,000 she mentioned is not adequate. But potentially it provides a way to mitigate things with the landlord.

Mr. Rivera noted the complexity of existing funding. Director Ochoa said it well. Chainbreaker is trying to figure out how to spread it around to all who need it and continue our partnership. This part of the funding is not enough but is a step in the right direction. They will be able to use some of it to prevent homelessness.

Councilor Cassutt-Sanchez was anxious to find out how far it is going and continuing to face the reality of the situation. As well as for public listening to these meetings and just getting through this pandemic.

Mr. Rivera knew there was not enough money, but we will help as much as possible and working with Alex on the potential policy recommendations that might come out of this. We expect that by the end of November.

Mayor Webber added that it will go to the Quality of Life Committee on these related issues and the band-aid offer. Much of it was unnoticed for years, not only from infrastructure but human stories and how to prevent homelessness from poverty, low paying jobs, and unemployment. We clearly need help form DC and it appears not to be happening. Our intent is to help those who are most vulnerable. 304 enormous crises. Thanks to all form nonprofit sector for their help and to Director Ochoa for working quickly on it.

Director Ochoa thanked Marcela Diaz for her strong leadership with the family initiative on this.

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

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

Against: None.

c. Request to Authorize the City Manager to Sign a Contract with The Salvation Army in the Amount of Two Hundred Twenty-Five Thousand Dollars to Operate a Cold-Weather Shelter from November 1, 2020 to March 31, 2020 for Indigent City Residents Affected by COVID, to be Funded with $90,000 from the Governing Body's Budgeted $400,000 for the Midtown Emergency Shelter and $135,000 from the Community

Services Department Administration Budget. (Kyra Ochoa, Community Services Department Director, krochoa@santafenm.gov, 955-6603)

Ms. Vigil read the caption for this item.

MOTION: Councilor Romero-Wirth moved, seconded by Councilor Cassutt-Sanchez, to authorize the City Manger to sign a contract with the Salvation Army as presented.

Councilor Cassutt-Sanchez was curious if, based on normal occupancy experienced at the current locations, if keeping the allocation as is, was the way we normally operate.

Director Ochoa said the City would normally have about 100 people over the winter and we have 60 at Midtown and 20 at St E's and add 25 at the Salvation Army, it would exceed that number. We would also have a motel room for some people. She thought they were getting close to the need, but it is hard to predict actual need.

Councilor Cassutt-Sanchez thanked her for her work in putting this together.

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

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

Against: None.

d. Request for Approval of Purchase Order to Utilize CARES Act Funding in the Total Amount of $321.887.00 for Envirco Iso-Clean Portable HEPA/UVC Air Filtration Systems; Grainger. (Caryn Grosse, Project Administrator, clgrosse@santafenm.gov, 955-5938)

Ms. Vigil read the caption for this case.

Ms. Grosse was present

MOTION: Councilor Cassutt-Sanchez moved, seconded by Councilor Abeyta, to approve the purchase order as requested.

Ms. Grosse reported the City Facilities Department got $437,000 of CARES Act funds for PPE and facility modifications to make our facilities safer and identified five areas to prioritize. The filters, air purifiers, temperature scanners, disinfecting equipment and added plexiglass shields. Most is for air purifiers and the manufacturer can get them to us in five weeks and she wanted to move forward on it.

There were no questions.

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

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

Against: None.

e. CONSIDERATION OF RESOLUTION NO. 2020-39. (Councilor Rivera, Councilor Lindell, and Councilor Villarreal)
A Resolution Repealing Resolution No. 2020-36; and Accepting a Municipal Arterial Program ("MAP") Cooperative Grant From the New Mexico Department of Transportation ("NMDOT") Identified as Control Number L500429 for the Planning, Design, and Construction of Agua Fria Street and South Meadows Road Intersection Improvements. (Tom Graham, ADA Coordinator, tmgraham@santafenm.gov, 955-6654)

Ms. Vigil read the caption for this item.

MOTION: Councilor Rivera moved, seconded by Councilor Villarreal, to approve the resolution as presented.

Discussion on the Motion:

Mr. Graham gave an overview. The resolution will allow Staff to correct an error in the control number needed by NMDOT for more accurate documents in acceptance of the cooperative grant. We replaced the control number. You have already seen it and the resolution came here directly with the correct control number.

Councilor Rivera said everyone has seen it. It is just to correct the control numbers.

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

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

Against: None.

AGENDA AMENDMENT

Councilor Villarreal asked to postpone rest of afternoon session and go to the evening session now since it is more than an hour later than the scheduled start.

Mayor Webber agreed.

MOTION: Councilor Villarreal moved, seconded by Councilor Vigil Copper, to amend the agenda to have the remaining afternoon agenda items placed in the Evening Session after Petitions From the Floor and other items after the Public Hearings.

Discussion on the Motion:

Councilor Garcia felt the communications at end of the agenda – we have very concerning matters and thought constituents want to hear from Councilors. He just got a text that the Cross of the Martyrs has been vandalized. We should not force constituents to wait until midnight to hear from Councilors. He understood we are behind schedule.

Councilor Cassutt-Sanchez asked if we could also take a 5-minute break.

Mayor Webber thought so.

Councilor Villarreal clarified that it was not to try to avoid communications from the Governing Body, but that people have been waiting and we just need to go into petitions from the floor now.

Councilor Cassutt-Sanchez added that we also have public hearings.

Councilor Garcia reminded Councilors that we talked about this when we changed the start time. We really need to consider how to make these agenda to provide the community ample time to participate. We are still an hour behind after moving it all up one hour. We need to have Council

meetings every week if we have this much business and not have everyone waiting online until all hours of the night.

Mayor Webber thought we just need to be as expeditious as possible.

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

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

Against: Councilor Garcia

BREAK.

At 7:12 pm, the Governing Body took a break until 7:20 pm.

Councilor Lindell joined the meeting during the break.

EVENING SESSION - 7:20 P.M.

17. **ROLL CALL**

The roll call was skipped.

18. **PETITIONS FROM THE FLOOR**

Mayor Webber gave each one a one-minute time limit. He explained this is not for comments on public hearings.

Tiago Arrals asked if the shelter topic was okay. He thanked the Governing Body for voting in favor of extending the lease. He was concerned when he heard Councilors considering relocating. One neighbor mentioned the quality of life. He was glad the Governing Body voted to continue the shelter there.

Cynthia Paxton – residing in District 4, spoke about the Plaza events. She said it is yet another example of the Council's never-ending desire to bring whatever is worst without any thought or follow through. the Mayor bears the responsible for the events that happened. "It was your word and your actions with Councilor Vigil Coppler that got us to the place that we are now" She said the rest of the

Councilors were accountable because they don't hold the Mayor accountable. "Start by holding him accountable. Where was he when the Plaza was overrun? Why does he believe the officers had to leave to avoid violence? Are they not trained in de-escalation?" she asked why he chose not to enforce the law. He is no better than the Sheriff who chose not to enforce the mask. He endangered the community and must resign. If he refuses to resign, the Governing Body needs to take action. Councilor Lindell was right. We should all be afraid.

Mary Ann Flores said she was a registered member of district 4 and a lifelong resident of Agua Fria Village. Throughout her adult life, she has volunteered to serve her community on issues of water, law enforcement, affordable housing and social health, solid waste, and children. She raised two children. She works for the State downtown. When the changing the Entrada happened, she knew we were in trouble because our long-standing traditions are under attack. She has kept herself informed and was amazed at how wonderful our understaffed police force had worked. The destruction in the Plaza was so awful. Chief Padilla is responsible for dereliction of duty. Whoever created the violence does not care about our community.

Mayor Webber said the Governing Body will take this up later.

Rick Martinez said he knew a big issue is the Northwest Quadrant through the Land Grant and he would like to see the City take it off the market. It belongs to the Hispanic and Native American people of Santa Fe and putting it on the market is using a long-time asset to solve a short-term problem.

Stefanie Beninato said she felt so bad for the decision on the appeal and about the mandatory requirement in unusual circumstances that originally never happened. There were conflicting opinions of the HDRB. It is a horrible standard. So it was a conflict within the Board's decision and a pathetic standard of hardship. Also there is ex parte, …

One person was unmuted but did not speak.

Miguel Gabaldon spoke about the crime that took place on Monday in the Plaza and how unfortunate it is that people come in from out of town as shown in the video - white persons who were "privileged persons" as a lady called herself to do things against our City and were responsible. That crime needs to be taken care of. There were some misinformed Native Americans, he believed, who were in a lot of the videos. And there were a lot of videos. They need to be brought to face consequences of their hideous act that is almost a hate crime. Their claim that it was for Native people is far from the truth. The Mayor and Governing Body needs to research everything to find out the true history of New Mexico and stop listening to the people that go around spray painting buildings.

Lydia Clark living in District One and a longtime resident, said the Governing Body has waited until the eleventh hour to address many issues. It is a tactic used by many politicians to avoid addressing the public in a huge way. It has resulted in a very unfortunate with mob mentality on the Plaza. “Mayor Webber, you postponed action on this matter concerning statues and monuments many times. And Councilors, why did you not prioritize this issue. You have shirked your responsibility for accountability. Councilor Garcia is correct. You should be holding weekly meetings. Are we not important enough to you to give us more time during this unprecedented time of pandemic and economic struggle? Decisions made at the eleventh hour are not well thought out and often careless. You are abandoning the citizens of Santa Fe. …

Rachel Thompson said how much she appreciate your decisions to put human rights above property the last few days. She didn’t know all the details, but it has been so painful to see people shot and hurt otherwise when weapons are floating around. Thanks.

Aaron read his Facebook post from yesterday. “Mayor, your response yesterday to incidents on the Plaza – you urged people to come behind you to condemn the violence that happened. How do you suppose this happened? It would be impossible to come behind someone with their head in the sand while our culture is being denigrated. Your failure to exhibit any form of leadership on this issue lead me to believe you have allowed vandals to do your bidding, while you sit by idly and force the police to stand down. You are very much aware of what was going on and chose to ignore it or allowed someone else to do your dirty work or else you are so incompetent that you made no arrangements to stop what was happening and clearly coming on Monday. It is time for your term to come to an end so the people of Santa Fe can recover from your betrayal and build itself up again.

There were no other petitions from the floor.

19. **APPOINTMENTS**

- Economic Development Advisory Committee

  Mayor Webber requested the following appointments to the Economic Development Advisory Committee be approved by the Governing Body:

Ryan Cordova	reappointment	term ending 6/2021
John Feins	reappointment	term ending 6/2022
Kate Kennedy	reappointment	term ending 6/2021

Robert Lurcott	reappointment	term ending 6/2022
Melissa Coleman	fill unexpired	term ending 6/2021
Victoria Murphy	fill unexpired	term ending 6/2021
Johanna Nelson		term ending 6/2022
Meghan McGarrity		term ending 6/2022

Councilor Vigil Coppler said this is a great committee and these reappointments are great. She is looking forward to work with the new members. She noted that some of the members continued to sit on this committee long after their term ended to keep a quorum.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Lindell, to approve the appointments as presented.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

20. **PUBLIC HEARINGS**

a. CONSIDERATION OF BILL NO. 2020-27. ADOPTION OF ORDINANCE NO. 2020-26 (Councilor Rivera and Councilor Vigil Coppler)
An Ordinance Amending 12-2.1 SFCC 1987 to Update the Version of the International Fire Code Adopted by the City of Santa Fe. (Geronimo Griego, Fire Inspector II, gggriego@santafenm.gov, 955-3310) (Postponed September 30, 2020)

Ms. Vigil read the caption.

Staff Presentation:

Inspector Griego presented this proposed ordinance to adopt the most recent International Fire Code. As City Fire Inspector, he requested approval along with Exhibit A and amendments to City Code, Chapter 12, for this update.

Public Hearing:

Stefanie Beninato said she wanted to speak to the next item, and she complained about the variation of number of seconds people were allowed to speak.

The Public Testimony portion was closed.

Discussion and Questions from the Governing Body

MOTION: Councilor Rivera moved, seconded by Councilor Vigil Coppler, to approve Ordinance No. 2020-26 as presented.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

b. CONSIDERATION OF BILL NO. 2020-23. ADOPTION OF ORDINANCE NO. 2020-27. (Councilor Lindell and Councilor Vigil Coppler)
An Ordinance Amending Section 23-7.4 Relating to Golf Rates at the MRC. (Melissa McDonald, Acting Parks Division Director, mamcdonald@santafenm.gov, 955-6840) (Postponed September 30, 2020)

Ms. McDonald urged support for these rates. She noted that Santa Fe does 37,000 rounds of golf each year. The proposed rates are $2 for residents and $5 for out of town. She stood for questions.

Public Hearing:

There were no speakers from the public regarding this hearing and the public hearing portion was closed.

Discussion and Questions from the Governing Body

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Lindell, to approve Ordinance No. 2020-27 as presented.

Councilor Vigil Coppler was surprised to hear Ms. McDonald's voice on this. The Councilors never get staff change announcements. She asked what position Ms. McDonald holds now.

Director Wheeler said she is Acting Parks Division Director. She thanked Melissa for her work and Councilor Vigil Coppler for asking.

Councilor Vigil Coppler noted it is always appropriate to provide employee recognition and would like the City Manager to give those updates in writing because we may be calling the wrong people. Ms. McDonald is a very talented human being and very talented employee. Our last one did an excellent job, and his departure was not announced either.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

c. CONSIDERATION OF BILL NO. 2020-26. ADOPTION OF ORDINANCE 2020-28. (Councilor Villarreal and Councilor Lindell)
An Ordinance Amending Section 24-2.6 SFCC 1987 to Restrict Certain Vehicles From Traveling on a Portion of Sabino Street Running East/West between St. Francis Drive and DeVargas Mall. (Ladd Lucero, Traffic Technician, llucero@santafenm.gov, 955-6637)

Ms. Vigil read the caption.

Mr. Guillen offered to answer questions. He clarified that Sabino has a 2½ block section through a residential neighborhood.

Public Hearing:

Stefanie Beninato apologized and said she had no comment on this item.

Discussion and Questions from the Governing Body

MOTION: Councilor Villarreal moved, seconded by Councilor Lindell, to approve Ordinance No. 2020-28 as presented.

Councilor Vigil Coppler said she didn't know there were two Sabino Streets. She asked if the issue was with delivery trucks taking a short cut to the mall.

Councilor Villarreal and Councilor Lindell both nodded in agreement.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

d. CONSIDERATION OF BILL NO. 2020-28. ADOPTION OF ORDINANCE 2020-29. (Mayor Webber and Councilor Lindell)
An Ordinance Amending Section 23-6.2 SFCC 1987 to Extend the Time Period for which Establishments that Have Obtained an Obstruction Permit from the City and a Temporary Change/Expansion of the Liquor License Premises from the New Mexico Alcoholic Beverage Control Division May Serve Alcohol on City Sidewalks, Streets, Rights-of-Way, or Other Property that has Been Specifically Authorized for Temporary Use Due to the COVID-19 Public Health Emergency and its Effects. (Randy Randall, TOURISM Santa Fe Director, rrandall@santafenm.gov, 955-6209 and John Romero, Acting Public Works Director, jjromero1@santafenm.gov, 955-6638)

Ms. Vigil read the caption.

Staff Presentation:

Director Randall was present.

Director Randall presented this proposed ordinance to the Governing Body. He thanked them for hearing it and explained that since the Governing Body enacted the original approval of liquor sales on sidewalks, several merchants have done so, and he was pleased that the State has extended their approval of expanded footprints for at least six months. He

hoped tourists will be able to enjoy that next year and the State person is considering that.

Director Randall said he has received a lot of approvals from Governing Body members on it.

Public Hearing:

Stefanie Beninato wondered about this ordinance because the sidewalks are so narrow, and people are sitting down there without any advance warning to pedestrians. Those customers are without masks on and we are having our highest caseloads (584) now. She asked how he was helping other members of society at these restaurants while COVID is increasing. She had a lot of concerns about public safety and our citizens, many of whom cannot afford to go to these restaurants downtown.

There were no other speakers from the public and the public hearing portion was closed.

Discussion and Questions from the Governing Body

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Lindell to approve Ordinance 2020-29 as presented.

Councilor Vigil Coppler saw the background and summary said service on city-owned property and thought that could be the Convention Center.

Mr. Randall said it means streets and sidewalks.

Councilor Vigil Coppler didn't want anyone to understand we were moving them into city facilities.

Mr. Randall added that it must be contiguous to licensed premises.

Councilor Vigil Coppler hoped these restaurants that serve alcohol know they must shut down at 10 pm.

Councilor Villarreal asked to be cosponsor.

Ms. Vigil asked for clarification on the Fire code added amendment.

Ms. McSherry said the motion should be made as Ms. Vigil suggested.

MOTION: Councilor Vigil Coppler moved, seconded by Councilor Lindell to approve Ordinance 2020-29 as amended with the International Fire code amendment.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

e. CONSIDERATION OF BILL 2020-11. ADOPTION OF ORDINANCE NO.2020-____. (Mayor Webber, Councilor Cassutt-Sanchez, Councilor Abeyta, Councilor Lindell and Councilor Vigil Coppler)
An Ordinance Relating to the City of Santa Fe Economic Development Plan Ordinance, Article 11-11 SFCC 1987; Approving and Adopting an Amended Local Economic Development Project Participation Agreement between the City of Santa Fe and Descartes Labs, Inc. for Design, Development and Construction of Tenant Improvements; and Lease Payments for Expansion of a New World Headquarters Facility, a Local Economic Development Project. (Fabian Trujillo, Office for Business Growth Manager, ftrujillo@santafenm.gov, 955-6912) **(Postponed to November 10, 2020)**

f. CONSIDERATION OF BILL 2020-12. ADOPTION OF ORDINANCE NO. 2020-____. (Mayor Webber, Councilor Cassutt-Sanchez, Councilor Abeyta, Councilor Lindell, and Councilor Vigil Coppler)
An Ordinance Relating to the City of Santa Fe Economic Development Plan Ordinance, Article 11-11 SFCC 1987; Approving and Adopting a Local Economic Development Project Participation Agreement Between the City of Santa Fe and Descartes Labs, Inc. for an Economic Development Loan Project for Lease Payments to Provide Assistance for the Negative Financial Impacts of COVID-19. (Fabian Trujillo, Office for Business Growth Manager, ftrujillo@santafenm.gov, 955-6912) **(Postponed to November 10, 2020)**

AGENDA AMENDMENT

MOTION: Councilor Garcia moved, seconded by Councilor Vigil Coppler, to hold the executive session until the end of the agenda.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

12. **MATTERS FROM THE CITY MANAGER**

There were no matters from the City Manager.

13. **MATTERS FROM THE CITY ATTORNEY**

There were no matters from the City Attorney.

14. **MATTERS FROM THE CITY CLERK**

There were no matters from the City Clerk

15. **COMMUNICATIONS FROM THE GOVERNING BODY**

[A copy of the Bills and Resolutions Scheduled for Introduction is incorporated herewith to these minutes as Exhibit 1.]

Councilor Lindell had nothing to communicate.

Councilor Vigil Coppler had no prepared remarks but expressed her sadness about what transpired on the Plaza and was hopeful the Police Department will carry out high-level investigation to apprehend anyone who broke the law and get them to serve the penalties placed on them in the court. As a Hispanic growing up here, she was disheartened and in retrospect knew we could plan better but she hoped we will learn from the problems we have in procrastination and how we prioritize things. We spent a hell of a lot more on reorganization and she has not seen any fruit. That was a big waste of time and Council should be prioritizing those things

that really matter to the City. She was depending on the leader to do something and we know nothing happens without Mayor Webber's blessing and a great deal of respect by getting reconciliation together. We will talk about the commission and want to see it succeed. She didn't know what the Mayor is going to call it, but we need to make sure the bones of that is organized and set up. We don't want something so important to fail.

When you set up a group that is so large, you will have problems coming to consensus. The structure being representative of all the groups we can think of and bring diverse ideas on the complex issues to have it structured completely. We can get that through the public process but need to be careful how it is structured. Many Councilors may individually be working on things, but we don't know it. She wanted to be as involved as possible in it and has a stake in this. It is important to her, growing up here and being on the Fiesta Court in her lifetime. We have traditions and the sentiment of many people who contacted her is that they feel their heritage has been destroyed and no one stood up for it. She had pictures taken at the Cross of the Martyrs and heard it was forwarded to Chief Padilla. Maybe reports from Chief Padilla would be in order. She thought the standards for the Governing Body would be weighed for what we think is a priority and what reporting back we want for all things of City government. We do get emails and they might or might not be on point. We can do a better job. She still has some reservations about the future. But she was hopeful we can work it all out. We do need a step up on leadership.

Councilor Garcia noted behind him were awesome murals that he used to drive by. It reinforces why we are doing this work for a better future for our youth and make a brighter future for them. We need to lead by example. Voting has started and it will be over in three weeks. Lastly, COVID numbers are rising with record number today. Please be safe. We need to keep each other safe, our loved ones, and the community. We need to do everything we can do for their safety.

What happened this week is a perfect example how Truth and Reconciliation and community need to be engaged. We have a complicated history in this City and sometimes not so proud to respond to our past. We need to address that, and it is one of the things that will keep bringing up unfortunate events and tonight the vandalism at the Cross of the Martyrs is a good example. We need to educate ourselves on what our history is and our monuments and what we celebrate. There might be false statements. Stand up and correct somebody who shares what is not true. He was told that Hispanics erected that monument, but we know that is not the case. Falsehood spreads like wildfire and we need to stand up and correct them. The adoption of Truth and Reconciliation or whatever it is

called to help us come together - it is critical of us to do that. It is not fun work, but future generations would thank us. Tensions are high with mean and hateful words and actions spread in our community. Let us care for one another. We are one community and all in this together. I know we can do it.

Councilor Villarreal had two introductions. She introduced a resolution urging the New Mexico State Legislature to establish a State Public Bank owned by and for the people of New Mexico during the 2021 Legislative Session. The second was a resolution establishing the city of Santa Fe Legislative Priorities for consideration by the New Mexico State Legislature during the 55th Legislature – first session, 2021. It was cosponsored by Councilor Rivera.

Listening to her colleagues, she already said what she believed on Monday. Regarding statue removal, tearing it down is not a solution and not a form of healing. What she wanted to convey to those involved, is they need to think about being invested. Are they really invested in the community to help youth, or affordable housing? She has a hard time with people who just show up and then disappear and not deal with the consequences. She has been struggling with it and the education of people who are new here or who grew up here. It is not black and white. We need to make sure there are different ways, and some have had long term repercussions. As we form the commission, she wants to make sure we have a trained historian in it so people can understand.

Councilor Rivera shared a lot of the same feelings from colleagues. There was a press conference with Chief Padilla that left more questions. That left the community in danger without police presence. That is a frightening thing and to have what happened take place. It appears we are not going to do anything about it and not care about it. He was not sure we can use it as a hate crime. He felt it was a hate crime just like at India Palace. They broke in an did bad things there. There are a lot of questions and they will come forth in the next couple of weeks.

Councilor Cassutt-Sanchez thanked for those words of her colleagues. Many people have mentioned the complexity of the situation. As more and more people move into their corner and people are misinformed and some talk of a grand conspiracy. It is uncomfortable but we must explore validity with difference of opinions. All the people she has spoken with come down on both sides and have valid concerns, opinions and worries. It is a challenging place to be but an important exercise for all of us to take. She had a wonderful talk with a constituent today on our individual responsibility as members of the community. That is not to say there is not a place for us

to take position as a body. But the conversation was very uplifting. People do see what is happening. They talked about an incident that seemed so small, but they are little pieces of community we see every day to do what is best for their family and community. We also see it among ourselves as Council. She urged her colleagues to think about the aspect of humanity and being in the uncomfortable position to see where other people are coming from. Regardless of what you think about the obelisk and what is sad is that a lot of people wanted to have a conversation. The underlying issues are still there even if the obelisk isn't. She is grappling with the complexity. We must continue this work and lead the community better.

Councilor Romero-Wirth introduced a resolution urging the Legislature to repeal the statutory provisions preempting stricter county and municipal regulation of the sale of cigarettes, tobacco products and electronic smoking devices.

Councilor Abeyta addressed the events and police situation on the Plaza. He pointed out that for months we have talked about defunding the police and need for a change. So they pulled back and now people want the police there to stop. The public could have been hurt. But a lot of people getting hurt would have been from police shooting. He agreed with the police reaction. We lost an obelisk but not a life. As for people tearing them down, they are diminishing their message and behaving like what they are protesting.

As far as the Truth and Reconciliation Committee, he is looking forward to participating. The resolution must go through committee process, but we put in a lot of whereas's in it and be it resolved clauses. We need to make sure it is constructed for honest dialogue and changes allowed as we learn more about our history and different points of view. There are no action steps now. We need to appoint knowledgeable people and stay open and empower these people to have honest dialogue. It is not something the Governing Body can resolve but the community can resolve it. We could ultimately end up replacing the obelisk with something that represents all of us.

Councilor Romero-Wirth said she spoke on Monday about how she felt with events on the Plaza. It was disheartening to see the destruction and it isn't who we are. She looked forward to creating a structure to hear from the community and share our history, our culture and find ways to value all our place here in the community and what we bring so that we celebrate diversity and find ways to be inclusive. She thanked Councilor Cassutt-Sanchez for introducing the resolution.

She wanted to make a pitch for water issues. A community survey is now available on the city water web site. It is a public engagement survey to bring a process in concert with the county. There are important meetings coming up with overview webinars at 2-hour sessions that can be joined. She gave the schedules. She urged people to go there and look for the opportunity to discuss water issues in our community.

Mayor Webber introduced a resolution hosting community conversations and establishing a special City committee on cultures, histories, art, reconciliation and truth. It will go through the community process.

Regarding COVID and the election, COVID covers and colors everything. We had the best record and now it is out of control. We passed an ordinance saying we are all going to wear masks. What are we going to do to uphold it? It is important as we see numbers go into highest levels, to double down on our commitment. The Governing Body has put its stamp on it to reduce exposure. We must work together to stop COVID and to turn out the vote. The election has enormous consequences at every level. And we need to make sure all cast their votes.

During this summer, we have been through a lot and at the Plaza on Indigenous People's Day. The summer has had people speaking up for those who were oppressed, ignored, and minimized. They have had peaceful demonstrations and spoke up. Demonstrations for Black Lives Matter, Cowboys for Trump and militia showing up. Until Monday, our protests were peaceful, and the Police did not have to use force. We have been very fortunate, but the bonds of trust only held until Monday. And then they were broken, not by Police or Governing Body but by people replacing with their own brand of justice and instead of advancing justice, they set it back. It is happening all over America. It is a choice not just for the few but for every member of Santa Fe. He asked if we are going to get small and angry and descend on each other and divide into factions, or if we are going to get big and expand our hearts and support inclusion on the path to peace. The commission he introduced is not the solution but is a venue that will lead to a solution. The solution is in every home and heart and around the kitchen table on the love going back to the 1600's and reflect on those history lessons. The value of this Task Force is to give voice to the entire community with ongoing steps. This is not something that will be solved in one year or with one group. It is ongoing.

He recalled the reconciliation document signed on Sept 11, 2018 asking forgiveness for the past and learning from the past and envisioning the future. That proclamation is alive in our hearts and is what we need to build

on in the midst of our sadness. We want to be a community as large and great as Santa Fe.

Councilor Vigil Coppler and Councilor Villarreal wanted to sign on to the resolution.

Councilor Villarreal said Mayor Webber forgot one introduction

Mayor Webber introduced a resolution urging the Legislature to establish a State Public Bank owned by and for the people of New Mexico during the 2021 Legislative Session.

Councilor Cassutt-Sanchez wanted to sign on to both Truth and Recreation and Public Bank resolutions.

Councilor Romero-Wirth signed onto the Truth and Reconciliation resolution.

Councilor Lindell signed on to Truth and Reconciliation and Public Bank resolutions.

Mayor Webber said the resolution will take weeks and during those weeks, he welcomed comments from all members of the committee on how it should be structured and who wanted to be members and get ideas on how to move to truth and reconciliation starting now.

EXECUTIVE SESSION

In Accordance with the New Mexico Open Meetings Act, Specifically NMSA 1978, Section 10-15-1, Part (H)(7), Discussion of a Matter of Threatened Litigation Against the City that Has Not Been Filed. (Erin K. McSherry, City Attorney; ekmcsherry@santafenm.gov, 955-6512)

Ms. McSherry asked the Governing Body to go into Executive Session on litigation threatened but not filed pursuant to the Open Meetings Act, NMSA 1978, Section 10-15-1, Part (H)(7), Discussion of a Matter of Threatened Litigation Against the City that has not been filed..

MOTION: Councilor Rivera moved, seconded by Councilor Romero-Wirth, to go to executive session to discuss matters listed on the agenda.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

The Governing Body went into closed executive session at 8:52 p.m. and it ended at 9:21 p.m.

MOTION: Councilor Rivera moved, seconded by Councilor Cassutt-Sanchez, to come out of executive session, stating for the record that the only matters discussed were those listed on the agenda.

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, Councilor Vigil Coppler and Councilor Villarreal.

Against: None

16. **ADJOURN**

Having completed the agenda and with no further business to come before the Governing Body, the meeting was adjourned at 9:23 p.m.

Approved by:

_____
Mayor Alan Webber

ATTESTED TO:

_____
Yolanda Y. Vigil, City Clerk

Respectfully submitted by:

_____
Carl G. Boaz, Council Stenographer

CITY COUNCIL MEETING
EXECUTIVE SESSION
October 14, 2020

The Governing Body of the City of Santa Fe met in an executive session duly called on October 14, 2020 beginning at 8:54 p.m.

The following was discussed:

In Accordance with the New Mexico Open Meetings Act, Specifically NMSA 1978, Section 10-15-1, Part (H)(7), Discussion of a Matter of Threatened Litigation Against the City that Has Not Been Filed.

PRESENT
Mayor Webber (Attended Virtually)
Councilor Abeyta (Attended Virtually)
Councilor Cassutt-Sanchez (Attended Virtually)
Councilor Garcia (Attended Virtually)
Councilor Lindell (Attended Virtually)
Councilor Rivera (Attended Virtually)
Councilor Romero-Wirth (Attended Virtually)
Councilor Vigil Coppler (Attended Virtually)
Councilor Villarreal (Attended Virtually)

STAFF PRESENT
Jarel LaPan Hill, City Manager (Attended Virtually)
Erin K. McSherry, City Attorney (Attended Virtually)
Yolanda Y. Vigil, City Clerk (Attended Virtually)
Christopher Ryan, Senior Assistant City Attorney (Attended Virtually)
Jamie Sullivan, Brennan & Sullivan, PA (Attended Virtually)

There being no further business to discuss, the executive session adjourned at 9:20 p.m.

Yolanda Y. Vigil, City Clerk

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

b) Request for the Approval to procure food products utilizing the CES Price Agreement up to $75,000 per year for a four year term equaling $300,000 for the Division of Senior Services Nutrition Program; Labatt New Mexico. (Gino Rinaldi, Senior Services Division Director, earinaldi@santafenm.gov, 505-955-4710)

COMMITTEE REVIEW:

Finance Committee: 10/19/20
Quality of Life: 10/21/20
Governing Body: 10/28/20

FINANCE COMMITTEE ACTION:
Approved on Consent

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

City of Santa Fe, New Mexico

memo

DATE: September 18, 2020

TO: Public Works/Finance Committee/City Council

FROM: Gino Rinaldi, Director
Division of Senior Services

VIA: Kyra Ochoa, Director Kyra Ochoa (Sep 18, 2020 12:50 MDT)
Community Services

Mary McCoy, Director
Finance Department

Fran Dunaway, Chief Procurement Officer
Purchasing Department

RE: Purchase of Food Products. Services and Equipment:
Procurement Source: Cooperative CES# RFP 2020-30 "Coop. Food Program for Food & Non-Food Items." Expires 7/26/2030.
Vendor: Labatt

Background and Summary

The City of Santa Fe Division of Senior Services (DSS) is requesting to procure food products, from the aforementioned vendor, for year ending 6/30/2024. The procurement method as "Cooperative Educational Services (CES)". The CES agreement is listed below along with the purchasing history for the vendor. As per procurement policies DSS is required to compare pricing by commodity, to obtain the best possible value.

Vendor: Labatt Food Services: City Vendor #7252
Cooperative Contract: Solicitation: 2020-30:
CES: Expiration Date: July 26, 2030

History:

Year Ending 06/30/2020	$71,605.25
Year Ending 6/30/2019	$ 66,746.25 (New Vendor)

Funding for the procurement of food related products has been budgeted and available on July 1, 2020 in the FY2020 Nutrition Budget Org/Object 2410114.530400

By City policy, the City can use Cooperative, State or Federal Price Agreements without having to bid the items on its own. By City Policy, procurement from Cooperatives, State or Federal Price Agreements over $60,000, require City Council approval (City Purchasing Manual Section 11.1). Any single transaction which will exceed $60,000 will be forwarded to the City Council for review and consideration.

Recommended Action

It is requested that this procurement award to Labatt from the aforementioned Cooperative CES for City wide food related purchases, for year ending 6/30/2024, be reviewed, approved and submitted to the City Council for consideration.

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Labatt New Mexico

Procurement Title: CES, RFP 20-30 Term: July 26, 2020- July 26, 2030

Procurement Method: State Price Agreement ☐ Cooperative ☑ Sole Source ☐ Other ☐

Exempt ☐ Request For Proposal (RFP) ☐ Invitation To Bid (ITB) ☐ Contract under 60K ☐ Contract over 60K ☑

Department Requesting Community/Senior Services Staff Name Anya Alarid

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees.

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☑	☐	Approved Procurement Checklist (by Purchasing)
☑	☐	Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
☐	☑	State Price Agreement
☐	☑	RFP
☐	☑	Evaluation Committee Report
☐	☑	ITB
☐	☑	Bib Tab
☐	☑	Quotes (3 valid current quotes)
☑	☐	Cooperative Agreement
☐	☑	Sole Source Request and Determination Form
☐	☑	Contractors Exempt Letter
☐	☑	Purchasing Officers approval for exempt procurement
☐	☑	BAR
☐	☑	FIR
☐	☑	Executed Contract, Agreement or Amendment
☐	☑	Current Business Registration and CRS numbers on contract or agreement
☐	☑	Summary of Contracts and Agreements form
☐	☑	Certificate of Insurance
☐	☑	All documentation presented to Committees
☐	☑	Other:

Anya Alarid — Project Administrator — 09/21/20

Department Rep Printed Name (attesting that all information included) — Title — Date

Fewl Jucewan Jun 30, 2020 09:50 MDT)

Purchasing Officer (attesting that all information is reviewed) — Title — Date

Include all other substantive documents and records of communication that pertain to the procurement and contract.

Your New Mexico Purchasing Cooperative
Since 1979

CES

Cooperative Educational Services
FINAL AWARD NOTICE
RFP 2020-30 – Student & Senior Nutrition Program - Food and Non-Food Items

April 30, 2020

Please find below the Final Award recommendations, subject to final contract negotiations, for CES' RFP 2020-30 – Student & Senior Nutrition Program - Food and Non-Food Items. Pursuant to New Mexico Statutes Annotated 1978, 13-1-172, any Offeror has until Friday, May 15, 2020 by 4:00 p.m. to submit a written protest.

RFP 2020-30 – Student & Senior Nutrition Program - Food and Non-Food Items		
Vendor	**Total Points Receive Without Preference**	**Regions Awarded**
Labatt New Mexico	864	Award Regions 1 to 8
Sysco USA I, Inc.	514	No Award

"Note: One of the requirements for bidding a substitute was for the bidder to provide specifications for the substitute item as per the Mandatory Excel file, 2020-30 Pricing Submittal and Cost Evaluation Mandatory Form Revision 1. Sysco USA I, Inc. submitted 832 substitutions without providing Item Specifications; or either a combination of Vendor UPC; Brand/Label; Product Description; Units In Carton or Pack; Individual Unit Size; Substitute – Is It The Same As Units In Carton Or Pack/Individual Unit Size, Yes or No. CES made the decision to evaluate only the items that matched the specifications and the No Bids listed on the Mandatory Excel file,

2020-30 Pricing Submittal and Cost Evaluation Mandatory Form Revision 1 submitted by Labatt's and Sysco."

Attached is the Evaluation Reports. If you have any questions or need additional information, please contact our office at 505-344-5470 or by email at bids@ces.org.

COOPERATIVE EDUCATIONAL SERVICES

John N. Tortelli

John N. Tortelli, Procurement & Contract Specialist
Cooperative Educational Services
4216 Balloon Park Road NE
Albuquerque, NM 87109
johnt@ces.org

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

c) Request for the Approval of purchase of Food Products utilizing the State Price Agreement which will exceed $200,000 per year for a four year term. We anticipate that the Division of Senior Services Nutrition Program will spend an average of $1,000,000 between FY21 and FY24. The three vendors utilized are listed as follows: Sysco, Shamrock Foods, and Ben E. Keith Foods; (Gino Rinaldi, Senior Services Division Director, earinaldi@santafenm.gov, 505-955-4710)

COMMITTEE REVIEW:
Finance Committee: 10/19/20
Quality of Life: 10/21/20
Governing Body: 10/28/20

FINANCE COMMITTEE ACTION:
Approved on Consent

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

City of Santa Fe, New Mexico
memo

DATE: September 18, 2020

TO: Public Works/Finance Committee/City Council

FROM: Gino Rinaldi, Director
Division of Senior Services

VIA: Kyra Ochoa, Director Kyra Ochoa (Sep 21, 2020 07:35 MDT)
Community Services

Mary McCoy, Director
Finance Department

Fran Dunaway, Chief Procurement Officer
Purchasing Department

RE: Purchase of Food Products. Services and Equipment:
Procurement Source: State Wide Price Agreement #80-000-18-00061 "State Wide Food Items." Expires 4/12/2021.
Vendors: Sysco, Shamrock Foods and Ben E Keith Foods

Background and Summary

The City of Santa Fe Division of Senior Services is requesting to procure food products from the aforementioned vendors, for a four year term ending 6/30/2024. The procurement method is the utilization of "State Wide Price Agreements". The agreements are listed below along with the purchasing history for the vendors. As per procurement policies we are required to compare pricing by commodity, to obtain the best possible value.

80-000-18-00061 Category: Dairy, Eggs, Frozen Food, Meat, Poultry, Fresh Produce and Staple Food Expiration Date: April 12, 2021

Vendor: Shamrock Foods: City Vendor # 1291

History:		
	Year Ending 06/30/2020	$81,258.68
	Year Ending 6/30/2019	$ 89,899.78
	Year Ending 6/30/2018	$ 107,884.98

Vendor: Sysco: City Vendor # 1449

History:	Year Ending 6/30/2020	$ 54,036.35
	Year Ending 6/30/2019	$ 89,381.89
	Year Ending 6/30/2018	$ 88,702.23

Vendor: Ben E. Keith City Vendor # 1417

History:	Year Ending 6/30/2020	$ 97,510.85
	Year Ending 6/30/2019	$ 138,583.89
	Year Ending 6/30/2018	$ 109,061.32

Funding for the procurement of food related products has been budgeted and available July 1, 2020 in the Nutrition Program Budget Org/Object 2410111.530400

By City policy, the City can use Cooperative, State or Federal Price Agreements without having to bid the items on its own. By City Policy, procurement from Cooperatives, State or Federal Price Agreements over $60,000, require City Council approval (City Purchasing Manual Section 11.1). Any single transaction which will exceed $60,000 will be forwarded to the City Council for review and consideration.

Recommended Action

It is requested that this procurement award to Sysco, Shamrock Foods and Ben E. Keith Foods from the aforementioned State Wide Price Agreements, for City wide food related purchases, for year ending 6/30/2024, be reviewed, approved and submitted to the City Council for consideration.

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Shamrock, Foods, Sysco, and Ben E. Keith

Procurement Title: State Price Agreement #80-000-18-0061, Term: April 13, 2018-April 12, 2021

Procurement Method: State Price Agreement [•] Cooperative [ ] Sole Source [ ] Other [ ]

Exempt [ ] Request For Proposal (RFP) [ ] Invitation To Bid (ITB) [ ] Contract under 60K [ ] Contract over 60K [•]

Department Requesting Community/Senior Services Staff Name Anya Alarid

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees.

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
[•]	[ ]	Approved Procurement Checklist (by Purchasing)
[•]	[ ]	Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
[•]	[ ]	State Price Agreement
[ ]	[•]	RFP
[ ]	[•]	Evaluation Committee Report
[ ]	[•]	ITB
[ ]	[•]	Bib Tab
[ ]	[•]	Quotes (3 valid current quotes)
[ ]	[•]	Cooperative Agreement
[ ]	[•]	Sole Source Request and Determination Form
[ ]	[•]	Contractors Exempt Letter
[ ]	[•]	Purchasing Officers approval for exempt procurement
[ ]	[•]	BAR
[ ]	[•]	FIR
[•]	[ ]	Executed Contract, Agreement or Amendment
[ ]	[•]	Current Business Registration and CRS numbers on contract or agreement
[ ]	[•]	Summary of Contracts and Agreements form
[ ]	[•]	Certificate of Insurance
[ ]	[•]	All documentation presented to Committees
[ ]	[•]	Other:

Anya Alarid — Project Administrator — 09/21/20

Department Rep Printed Name (attesting that all information included) — Title — Date

Purchasing Officer (attesting that all information is reviewed) — Title — Date

Include all other substantive documents and records of communication that pertain to the procurement and contract.

GSD/PD (Rev. 04/19)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor: **3 Vendors** **Email:** **Telephone No.:** _____

Price Agreement Number: **80-000-18-00061**

Price Agreement Amendment No.: **Two**

Term: **April 13, 2018 – April 12, 2021**

Ship To: **All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.**
Invoice: **As Requested**

Procurement Specialist: **Brandy Jones**

Telephone No.: **(505) 827-0507**

Email: **Brandy.Jones@state.nm.us**

Title: **Statewide Food (Dairy, Eggs, Frozen Food, Meat, Poultry, Fresh Produce, and Staple Food)**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, this Price Agreement is extended from April 13, 2020 to April 12, 2021 at the same price, terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

Mark Hayden, New Mexico State Purchasing Agent

Date: 02/12/2020

yw

GSD/PD (Rev. 01/11)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor **3 Vendors**

Ship To: **All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.**
Invoice: **As Requested at time of order**

Price Agreement Number: **80-000-18-00061**

Price Agreement Amendment No.: **One**

Term: **April 13, 2018 – April 12, 2020**

Procurement Specialist: Amber Sanchez

Telephone No.: (505) 827-0554

Email: Amber.Sanchez2@state.nm.us

Title: **Statewide Food (Dairy, Eggs, Frozen Food, Meat, Poultry, and Staple Food)**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, this Price Agreement is extended from April 13, 2019 to April 12, 2020 at the same price, terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

Acting Director, State Purchasing Division

Date: 3/21/19

GSD/PD (Rev. 3/17/14)

State of New Mexico
General Services Department

Statewide Price Agreement

Awarded Vendor
3 Vendors

Telephone No. _____

Price Agreement Number: **80-000-18-00061**

Payment Terms: **Net 30**

F.O.B.: **Destination**

Delivery: **As Requested**

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Invoice:
As Requested

Procurement Specialist: **Savannah Quintana**

Telephone No.: (505) 827-0483

Title: **Statewide Food (Dairy, Eggs, Frozen Food, Meat, Poultry, Fresh Produce, and Staple Food)**

Term: **April 13, 2018 – April 12, 2019**

This Price Agreement is made subject to the "terms and conditions" shown on the reverse side of this page, and as indicated in this Price Agreement.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 4/12/2018

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 80-000-18-00061

Awarded Vendors:

(AA) 0000044061
BEN E KEITH
3205 BROADWAY SE
Albuquerque, NM 87105
505-843-7766
csaguilar@benekeith.com

(AB)0000054645
SHAMROCK FOODS CO.
2 Shamrock Way NW
Albuquerque NM 87120
505-331-0730
Kelly_Musselman@shamrockfoods.com

(AC) 0000114400
Sysco USA, Inc.
601 Comanche Rd NE
Albuquerque, NM 87107
505-761-1686
baca.sheri@nm.sysco.com

Item	Unit	Article and Description	Unit Price		
			(AA)	(AB)	(AC)
1	Disc.	Dairy Products - Prices are to be those listed on vendor's most current established price list.	5%	3.5%	23%
2	Disc.	Fresh Eggs - Prices are to be those listed on vendor's most current established price list.	5%	3.5%	20%
3	Disc.	Frozen Food - Prices are to be those listed on vendor's most current established price list.	5%	3.5%	28%
4	Disc.	Meet & Poultry - Prices are to be those listed on vendor's most current established price list.	5%	3.5%	23%
5	Disc.	Fresh Produce - Prices are to be those listed on vendor's most current established price list.	5%	3.5%	24%
6	Disc.	Staple Foods - Prices are to be those listed on vendor's most current established price list.	5%	3.5%	26%
7	Fee	Indicate delivery fee per order: Standard delivery: $_____ Expedited delivery: $_____	 $5.99 $75.00	N/A *Delivery is included in the cost of goods for orders over $300.00	 $0 $0

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

f) Request for Approval of Budget Adjustment Resolution (BAR) in the Amount of $398,750.64 to pay back taxes to the IRS for the 2016 and 2017 tax years. (Jarel LaPan Hill, City Manager, jlapanhill@santafenm.gov; Bernadette Salazar, HR Director, bjsalazar@santafenm.gov; Erin McSherry, City Attorney, ekmcsherry@santafenm.gov; Mary McCoy, Finance Director, mtmccoy@santafenm.gov.)

Committee Review
Public Works/Utilities: 10-26-2020
Governing Body: 10-28-2020

FINANCE COMMITTEE ACTION:
Approved on Discussion

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

MEMORANDUM

TO: Governing Body

FROM: Jarel LaPan Hill, City Manager
Mary McCoy, Finance Director
Erin McSherry, City Attorney
Bernadette Salazar, HR Director

RE: IRS Audit

DATE: October 19, 2020

Background

In 2009, the IRS completed an audit of the City for calendar year 2006 and 2007, which resulted in multiple findings. Cumulatively, those findings required that the City pay over $338 thousand in back taxes. In particular, the 2009 IRS audit found that the City should be paying taxes for certain contractors who should have been classified as employees and that the City was not appropriately deducting taxes for certain fringe benefits (uniforms, life insurance, and recreational facility benefits). Despite the findings, it appears that the needed remedial actions were not taken upon completion of the audit.

2018-2020 IRS Audit

In 2018, the IRS engaged in an audit of the 2016 and 2017 tax years for worker classifications and fringe benefits. In this second audit, the IRS found that several of the problems identified in the 2009 Audit had not been corrected.

- **Worker Classifications**: The IRS reviewed the City's use of contractors to determine if they should be considered employees of the City for the purposes of paying federal taxes. The review found the certain contractors should be classified as employees. For example, because fitness instructors are scheduled by the City, are paid hourly by the City, are under the control of the City, and use equipment and facilities owned by the City, they should have been classified as employees rather than as contractors.
  - Corrective Action – City staff will bring a plan forward for the Governing Body's approval to convert affected contracts into employee positions (either temporary, classified, full time or part time) to be effective by or before January 1, 2021. Going forward, the City will provide training to departments on recognizing the criteria that govern the appropriate use of contracts versus employee positions and establish a review process for all proposed contracts to determine if the scope of work implicates an employer-employee relationship rather than a contractor relationship.
  - Due to the Worker Classification findings, the City will have to pay $31,072.28 in back taxes for the 2016 tax year.

- **Taxable Fringe Benefits:**
  - Fringe Benefits: Uniform Allowances are a taxable fringe benefit. Prior to 2019, the City had not been deducting taxes from uniform allowances for City employees.

- Corrective Action: Starting in FY20, the City established a process to comply with the IRS and opted to provide a clothing allowance for employees who fill jobs that are required to wear uniforms and/or safety boots. The clothing allowance checks are taxed in accordance with the IRS regulations.

- Fringe Benefits: Recreation Facility access is a taxable fringe benefit. City employees have been given free access to various City-owned recreation facilities that are open to the public on a daily or monthly fee basis.
  - Corrective Action – Employees who opt to sign up for this taxable fringe benefit will be taxed accordingly beginning January 1, 2021.

- Fringe Benefits: Life insurance is a taxable fringe benefit. The City provides life insurance as a benefit to their employees which is a benefit that is subject to employment taxes.
  - Corrective Action –The City will engage in discussion with the unions that have this language in their union contracts in order to make adjustments to comply with IRS regulations. Non-union employees will be notified of the changes to be effective January 1, 2021.
- Due to the fringe benefit findings, the City will have to pay $192,843.60 in back taxes for the findings for the 2016 tax year.
- Due to the fringe benefit findings the City will have to pay $174,834.76 in back taxes for the 2017 tax year.

Action Requested:

The requested action is Governing Body approval of a BAR to increase expenditures during FY21 in the amount of $398,751 to pay back taxes owed to the IRS. This amount includes the taxes for the employees who were classified as contractor and the taxes for fringe benefits for the 2016 and the 2017 tax years. The funding for the budget increase will come from the City's General Fund reserves.

Summary of Employment Tax Examination

Name and Address of Employer

City of Santa Fe
PO Box 909
Santa Fe NM 87504

Type of Report

- [ ] Delinquent tax (Return not filed)
- [X] Increase (Decrease) in tax (Return filed)
- [X] Agreed (This report is subject to review and you will be notified by the Director when it is accepted)
- [ ] Disagreed
- [ ] Non-7436 adjustments
- [X] 7436 adjustments (worker classification issues)
- [ ] 7436 adjustments (wage issues)

Employer Identification Number: 85-6000188

Date of Report: September 25, 2020

Following is a summary of the results of my examination of your returns as shown on the attached pages of this report.

Tax, Credits and Penalties

a Calendar Year	b Return Form Number	c Delinquent Tax, Increase (Decrease) in Tax	d Increase (Decrease) in Allowed Credits	e Penalty: Code Section	e Penalty: Amount	f Total Adjustment and Penalties (c+d+e)	g Page number of Report
2018	941	31,072.28	-			31,072.28	
Total		31,072.28				31,072.28	

Other Information

The examination of your employment tax returns as reflected on this Agreement included an examination for employment tax purposes of whether Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor, Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge, Archaeological Services Provider, Artist, Band/Mayor's Banquet Worker, Basketball Monitor, Basketball Official, CLP Trainer, Community Consultant, Consultor- Event Design, Development & Communication Consultant, Entertainer For Parks & Recreation, Event Consulting Manager, Fall Festival Clowns/Entertainer, Financial Valuation Consultant, Food Service Provider, Legal Service Hearing Officer, Legal Services Consultant, New Years Eve Countdown Services Technical Support, Pharmacist Consultant, Planning Consultant, Powwow Event Coordinator, Production Assistant, Professional Contractor - IT Support - Police Dept, Professional Contractor - Photography, Professional Contractor – Unesco Reports, Professional Contractor - Towing Services, Seminar Instructor, Senior Center Band Member, Soccer Official, Spanish Interpreter, Special Event Consultant, Sponsorship Of Filmmaking Consultant, Stenographer, Transcriber, Videographer, Volleyball Monitor, Water Rights Consultant should be treated as employees of the taxpayer. Section 530 of the Revenue Act of 1978 as amended by Section 1122 of the Small Business Job Protection Act of 1996 provides that taxpayers may rely on a prior audit commenced after December 31, 1996, when the audit included an examination for employment tax purposes of whether the individual involved (or any individual holding a position substantially similar to the position held by the individual involved) should be treated as an employee of the taxpayer. Based upon this examination, you may rely only on the audit of Archaeological Services Provider, Artist, Band/Mayor's Banquet Worker, Basketball Monitor, Basketball Official, CLP Trainer, Community Consultant, Consultor- Event Design, Development & Communication Consultant, Entertainer For Parks & Recreation, Event Consulting Manager, Fall Festival Clowns/Entertainer, Financial Valuation Consultant, Food Service Provider, Legal Service Hearing Officer, Legal Services Consultant, New Years Eve Countdown Services Technical Support, Pharmacist Consultant, Planning Consultant, Powwow Event Coordinator, Production Assistant, Professional Contractor - IT Support - Police Dept, Professional Contractor - Photography, Professional Contractor – Unesco Reports, Professional Contractor - Towing Services, Seminar Instructor, Senior Center Band Member, Soccer Official, Spanish Interpreter, Special Event Consultant, Sponsorship Of Filmmaking Consultant, Stenographer, Transcriber, Videographer, Volleyball Monitor, Water Rights Consultant that did not result in a reclassification for purposes of the prior audit safe haven for satisfying the reasonable basis requirement of Section 530.

This does not constitute an income tax examination.

Form 2504-T IRC section 7436 issues

Examining Name: Jennifer Macri — 1000212860 — Area: Pacific

Agreement to Assessment and Collection of Additional Tax and Acceptance of Overassessment

(Employment Tax Adjustments Subject to IRC 7436)

Date received by Internal Revenue Service

Taxpayer(s) name	D/B/A		SSN/EIN
City of Santa Fe			**85-6000168**
Address of taxpayer(s) (number, street)	**City/Town**	**State**	**ZIP code**
PO Box 909	**Santa Fe**	**NM**	**87504**

Adjustment to Tax, Credits and Penalties

Tax Period Ended	Return Form number	Kind of Tax and Internal Revenue Code Section	Amount of Tax	Credit Increase (Decrease)	Penalty
03/31/2016 - 12/31/2016	941	FICA & FITW IRC 3101, 3111 & 3402	$ 31,072.28	$ -	$ -
		Total	31,072.28	0.00	0.00

I consent to the immediate assessment (*increase in tax and penalties and/or decrease in credits*) and the collection of any such amounts. In addition, I accept any overassessment (*decrease in tax and penalties and/or increase in credits*) shown above, plus any interest provided by law. I understand that by signing this agreement, I am waiving the restrictions on assessment provided in sections 7436(d) and 6213(a) of the Internal Revenue Code of 1986.

Sign Here			Date:
Sign Here			Date:
Sign Here	By	Title: City Manager	Date: 9/25/2020

Note:

If you consent to the assessment of the amounts shown in this agreement, your signature will expedite our adjustment to your account. Your consent will not prevent you from filing a claim for refund (after you have paid the tax) if you later believe you are entitled to a refund. It will not prevent us from later determining, if necessary, that you owe additional tax; nor extend the time provided by law for either action.

Who Must Sign

If you are making this agreement for a partnership, all partners must sign. However, one partner may sign with appropriate evidence of authorization to act for the partnership.

For a corporation, enter the name of the corporation followed by the signature and title of the officer(s) authorized to sign.

For an agent or attorney acting under a power of attorney, a power of attorney must be sent with this form if not previously filed with us.

Memo: Abatement amount under IRC 3402(d) and/or IRC 3102(f)(3) - See explanation on Form 4668

Tax Period Ended	Return Form Number	IRC Code	Credit for Abatement		Tax Period Ended	Return Form Number	IRC Code	Credit for Abatement

Form 886A (Rev. January 1994)	Explanation of Items	Schedule Number or Exhibit
Name of Taxpayer City of Santa Fe	Tax Identification Number 85-6000168	Year/Period Ended 201603-201612

Employee versus Independent Contractor – Pro-Tem Judges

UPDATED 9/24/2020

Tax Period	**201612**
Adjustment - **reclassification**	$24,180

ISSUE:

1. Whether the worker is an employee under Internal Revenue Code (IRC) sections 3121(d)(2) and 3401(c).
2. Whether the taxpayer qualifies for relief under section 530 of the Revenue Act of 1978.

FACTS: The city of Santa Fe (City) utilizes the services of appointed pro-tem judges to act for full-time judges who may be on leave, or at times when the workload is too large to be covered by them. The pro-tem judges are either retired judges or attorneys. They are invited to submit their resumes to City. The resumes are presented to the city council and the mayor for appointment. This is required before City can assign them to work as pro-tem judges.

One individual, Ann Yalman (Yalman), was a judge in City before retiring in mid-2016. Subsequent to her retirement, Yalman was appointed to work for City as a pro-tem judge, doing essentially the same job she had done as an employee. In 2016, City issued both a Form W-2 and Form 1099-Misc to Yalman. The Form 1099-Misc compensation given to Yalman is being reclassified as wages for her work as a pro-tem judge. Other pro-tem judges working for the City received Form 1099-Misc. All are being reclassified as employees.

LAW: The New Mexico Judicial Branch Code of Conduct for Judicial Employees defines "Judge" as stated below:

*"'Judge' shall mean any person who performs judicial functions within the judicial system as defined in the Code of Judicial Conduct who is a Supreme Court Justice, Court of Appeals Judge, District Judge, Metropolitan Judge, Magistrate Judge, **or a pro tempore judge.**"*

The New Mexico Municipal Court Manual for Judges and Staff section 1.4.9, Temporary or Alternate Judges, states:

"Any registered voter of the municipality may be appointed to fill the vacancy. A temporary judge is authorized to hear all other powers of the municipal during the time the regular judge is absent."

Form 886A (Rev. January 1994)	Explanation of Items	Schedule Number or Exhibit
Name of Taxpayer City of Santa Fe	Tax Identification Number 85-6000168	Year/Period Ended 201603-201612

Employee versus Independent Contractor – Pro-Tem Judges

"The governing body may establish a procedure by ordinance for appointment of a temporary judge... ... ."

"Some municipalities have a 'permanent' alternate judge. This judge serves a specified term and acts at any time during the regular judge's absence. Appointing an alternate judge saves the governing body from having to appoint a temporary judge each time the judge is absent... ... "

"The temporary or alternate judge must be a qualified elector of the municipality, the same as the elected municipal judge. The governing body may, by ordinance, impose additional requirements."

City of Santa Fe Municipal Code 2-3.4 – Municipal Judge; election; term; vacancy; temporary incapacity or absence, states:

"C. During the temporary absence or incapacity of the municipal judge, any registered voter may be appointed by the governing body to the office of municipal judge and may hear all cases that arise under the ordinance. The temporary judge must submit monthly reports in the same manner as the municipal judge."

Section 1401 imposes tax under the Self-Employment Contributions Act (SECA tax) on "net earnings from self-employment" as defined in section 1402(a). Section 1402(c)(1) provides that the term "trade or business" for SECA tax purposes shall have the same meaning as when used in section 162 (relating to trade or business expenses), except that such term shall not include, in relevant part, the performance of the functions of a public office, other than the functions performed in a position compensated solely on a fee basis and not subject to a section 218 agreement.

Section 1.1402(c)-2(b), Income Tax Regulations, defines "public office" to include any elective or appointive office of the United States or any possession thereof, of the District of Columbia, of a state or its political subdivisions, or of a wholly-owned instrumentality of any one of more of the foregoing. As examples the regulation cites the following: the President, the Vice President, a governor, a mayor, the Secretary of State, a member of Congress, a State representative, a county commissioner, a judge, a justice of the peace, a county or city attorney, a marshal, a sheriff, a constable, a registrar of deeds, or a notary public.

The common-law rules apply to determine whether an individual is an employee for FICA purposes. Section 3121(d)(2). In the case of public officials, the statutory provisions which establish their status as officials are also relevant to the determination of whether they are common-law employees. These provisions provide facts tending to show that officials'

Form 886A (Rev. January 1994)	Explanation of Items	Schedule Number or Exhibit
Name of Taxpayer City of Santa Fe	Tax Identification Number 85-6000168	Year/Period Ended 201603-201612

Employee versus Independent Contractor – Pro-Tem Judges

performance of their duties under the law is controlled by state statute, the authority of superior officials and the electorate.

A fee-based public official is one who receives compensation in the form of fees directly from the public with whom he does business, for instance, a notary public. Rev. Rul. 74-608, 1974-2 C.B. 275. It does not matter what an official's compensation is called or how often it is paid. If the individual is an employee and receives compensation from a public employer rather than directly from members of the public, his or her compensation is subject to FICA tax.

Revenue Ruling 61-113, 1961-1 C.B. 400, considers whether individuals serving as members of a hearing board of an air pollution control district are performing the functions of a public office. The members are appointed by the county board of supervisors, take an oath of office, hold public hearings, and submit their decisions to the county. They are not under the control and direction of the county board of supervisors or any other body. Their compensation is based upon the number of meetings they attend. The ruling concludes that the board members' services constitute the performance of the functions of a public office and therefore do not constitute a "trade or business" under section 1402(c)(1).

INTERNAL REVENUE CODE §3121. Definitions (for social security & Medicare tax)
(d) Employee. — For purposes of this chapter, the term "employee" means —
(1) any officer of a corporation; or
(2) any individual who, under the usual common law rules applicable in determining the employer-employee relationship, has the status of an employee; or
(3) any individual (other than an individual who is an employee under paragraph (1) or (2)) who performs services for remuneration for any person —
(4) any individual who performs services that are included under an agreement entered into pursuant to section 218 of the Social Security Act.

REGULATION §31.3121(d)-1. Who are employees
(a) *In general*
(1) Whether an individual is an employee with respect to services performed after 1954 is determined in accordance with section 3121(d) and (o) and section 3506. This section of the regulations applies with respect only to services performed after 1954.
(2) Section 3121(d) contains three separate and independent tests for determining who are employees. . . . Paragraph (c) relates to the test for determining whether an individual is an employee under the usual common law rules. . . . If an individual is an employee under any one of the tests, he is to be considered an employee for purposes of the regulations in this subpart whether or not he is an employee under any of the other tests.
(3) If the relationship of employer and employee exists, the designation or description of the relationship by the parties as anything other than that of employer and employee is immaterial. Thus, if such relationship exists, it is of no consequence that the

Form 886A (Rev. January 1994)	Explanation of Items	Schedule Number or Exhibit
Name of Taxpayer City of Santa Fe	Tax Identification Number 85-6000168	Year/Period Ended 201603-201612

Employee versus Independent Contractor – Pro-Tem Judges

employee is designated as a partner, co-adventurer, agent, independent contractor, or the like.

(4) All classes or grades of employees are included within the relationship of employer and employee. Thus, superintendents, managers, and other supervisory personnel are employees.

(c) Common law employees

(1) Every individual is an employee if under the usual common law rules the relationship between him and the person for whom he performs services is the legal relationship of employer and employee.

(2) Generally such relationship exists when the person for whom services are performed has the right to control and direct the individual who performs the services, not only as to the result to be accomplished by the work but also as to the details and means by which that result is accomplished. That is, an employee is subject to the will and control of the employer not only as to what shall be done but how it shall be done. In this connection, it is not necessary that the employer actually direct or control the manner in which the services are performed; it is sufficient if he has the right to do so. The right to discharge is also an important factor indicating that the person possessing that right is an employer. Other factors characteristic of an employer, but not necessarily present in every case, are the furnishing of tools and the furnishing of a place to work, to the individual who performs the services. In general, if an individual is subject to the control or direction of another merely as to the result to be accomplished by the work and not as to the means and methods for accomplishing the result, he is an independent contractor. An individual performing services as an independent contractor is not as to such services an employee under the usual common law rules. Individuals such as physicians, lawyers, dentists, veterinarians, construction contractors, public stenographers, and auctioneers, engaged in the pursuit of an independent trade, business, or profession, in which they offer their services to the public, are independent contractors and not employees.

(3) Whether the relationship of employer and employee exists under the usual common law rules will in doubtful cases be determined upon an examination of the particular facts of each case.

INTERNAL REVENUE CODE §3401. Definitions for wage (income tax) withholding.

(a) Wages. —For purposes of this chapter, the term "wages" means all remuneration (other than fees paid to a public official) for services performed by an employee for his employer, including the cash value of all remuneration (including benefits) paid in any medium other than cash . . . .

(c) Employee. —For purposes of this chapter, the term "employee" includes an officer, employee, or elected official of the United States, a State, or any political subdivision thereof, or the District of Columbia, or any agency or instrumentality of any one or more of the foregoing. The term "employee" also includes an officer of a corporation.

REGULATION §31.3401(c)-1. Employee

(a) The term "employee" includes every individual performing services if the relationship between him and the person for whom he performs such services is the legal relationship of

Employee versus Independent Contractor – Pro-Tem Judges

employer and employee. **The term includes officers and employees, whether elected or appointed, of the United States, a State, Territory, Puerto Rico, or any political subdivision thereof, or the District of Columbia, or any agency or instrumentality of any one or more of the foregoing.**

(b) Generally the relationship of employer and employee exists when the person for whom services are performed has the right to control and direct the individual who performs the services, not only as to the result to be accomplished by the work but also as to the details and means by which that result is accomplished. That is, an employee is subject to the will and control of the employer not only as to what shall be done but how it shall be done. In this connection, it is not necessary that the employer actually direct or control the manner in which the services are performed; it is sufficient if he has the right to do so. The right to discharge is also an important factor indicating that the person possessing that right is an employer. Other factors characteristic of an employer, but not necessarily present in every case, are the furnishing of tools and the furnishing of a place to work to the individual who performs the services. In general, if an individual is subject to the control or direction of another merely as to the result to be accomplished by the work and not as to the means and methods for accomplishing the result, he is not an employee.

(c) Generally, physicians, lawyers, dentists, veterinarians, contractors, subcontractors, public stenographers, auctioneers, and others who follow an independent trade, business, or profession, in which they offer their services to the public, are not employees.

(d) Whether the relationship of employer and employee exists will in doubtful cases be determined upon an examination of the particular facts of each case.

(e) If the relationship of employer and employee exists, the designation or description of the relationship by the parties as anything other than that of employer and employee is immaterial. Thus, if such relationship exists, it is of no consequence that the employee is designated as a partner, coadventurer, independent contractor, or the like.

(f) All classes or grades of employees are included within the relationship of employer and employee. Thus, superintendents, managers, and other supervisory personnel are employees. Generally, an officer of a corporation is an employee of the corporation. However, an officer of a corporation who as such does not perform any services or performs only minor services and who neither receives nor is entitled to receive, directly or indirectly, any remuneration is not considered to be an employee of the corporation. A director of a corporation in his capacity as such is not an employee of the corporation.

Section 530: When an IRS examiner is assigned a government entity for an employment tax examination because of the treatment of certain workers as independent contractors, the examiner must first determine whether the government entity is entitled to relief from retroactive and prospective liability for employment taxes under Section 530 of the Revenue Act of 1978.

To qualify for relief, the entity must meet three requirements:

Form 886A (Rev. January 1994)	Explanation of Items	Schedule Number or Exhibit
Name of Taxpayer City of Santa Fe	Tax Identification Number 85-6000168	Year/Period Ended 201603-201612

Employee versus Independent Contractor – Pro-Tem Judges

Reporting Consistency: All Federal tax return (including information returns) required to be filed by the taxpayer with respect to the individual for the period, must have been filed by the entity on a basis consistent with the entity's treatment of the individual as not being an employee.

Substantive Consistency: The entity must have consistently treated similarly situated workers as independent contractors. That is, if the business treated a similarly situated worker as an employee, there is no Section 530 relief.

Reasonable Basis: The entity must have had some reasonable basis for not treating the worker as an employee. This may consist of a reasonable reliance on either a judicial precedent, a published ruling, a private letter ruling, or technical advice memorandum issued to the taxpayer; the results of a past audit of the taxpayer; or a long-standing recognized practice of a significant segment of the industry. Any reasonable basis could also suffice. In determining a worker's status, the primary question is whether the worker is an employee or independent contractor under the common law standard. The common law, a major part of the justice system in the United States, flows chiefly from court decisions.

ANALYSIS/GOVERNMENT POSITION: Elected and appointed officials are, by definition, employees of an entity. These include Judges. Pro-Tem judges are defined as judges throughout the New Mexico state and local statutes. Pro-Tem judges for the City of Santa Fe must be appointed by the mayor and city council. The appointments are valid for a period of years once approved by all. Pro-Tem judges Anthony Tupler, Paul Biderman and Stephen Pfeffer were appointed/approved by the Governing Body of City at a council meeting dated May 14, 2014. In a memo from Judge Ann Yalman on that date, the following is stated under Item and Issue:

"Pursuant to Section 2-3.4(C) SFCC, I am attaching resumes of the following pro tem judges for approval... ..."

Under "Background and Summary" in the same memo, the following is stated:

"They will handle all matters of the court when I am away from the court for educational purposes, annual leave and sick leave and all three have done an excellent job. All are registered voters in the City of Santa Fe and all three are active member of the New Mexico State Bar. All three have been previously approved by the governing body."

Under "Action Requested" in the same memo, the following is stated:

"Approval of the pro tem judges."

Form 886A (Rev. January 1994)	Explanation of Items	Schedule Number or Exhibit
Name of Taxpayer City of Santa Fe	Tax Identification Number 85-6000168	Year/Period Ended 201603-201612

Employee versus Independent Contractor – Pro-Tem Judges

Note: Although the memo verbiage refers to "three" judges, five were listed in the memo and resumes included for all five.

In 2016, Judge Ann Yalman (Yalman) retired from her full-time position as a judge and was approved/appointed as a pro-tem judge. She received both a form 1099-Misc and a W-2 for the 2016 year. On April 6, 2020, Yalman was in a list of individuals for which Judge Virginia Vigil was seeking approval as pro-tem judges. Yalman's resume was attached.

On her resume, Yalman lists judicial experience that includes "Santa Fe Municipal Judge: January 1, 2006 to present". There is no differentiation between her time as a full-time judge and a pro-tem judge. Under Legal Experience on the resume, Yalman states she was in private practice from October 1976 to January 2006. No evidence could be found that indicates Yalman works for any other municipality or conducts any private practice as an attorney. This is the same for all the pro-tem judges being reclassified as employees in this examination.

TAXPAYER'S POSITION: City position on this issue is unknown. The combination of multiple personnel changes, and the Covid-19 pandemic have resulted in a disconnect between IRS and City. City has frequently stated their goal of full compliance with all applicable laws.

CONCLUSION: Compensation paid to pro-tem judges, reported on Form 1099-Misc, will be reclassified as wages. Pro-tem judges are deemed employees of the City.

2016 Pro-Tem Judges – reclassify wages

Name	TIN	Compensation per F 1099-Misc
Stephen Pfeffer		$ 7,148
Paul Biderman		$ 6,806
Anthony Tupler		$ 6,957
Ann Yalman		$ 3,269
Total		$24,180

Form **14491**
(May 2013)

Department of the Treasury - Internal Revenue Service

Closing Agreement On Final Determination Covering Specific Matters Regarding Worker Classification

Under section 7121 of the Internal Revenue Code ("IRC"), City of Santa Fe, PO Box 909, Santa Fe, NM 87504, Taxpayer identification Number 85-6000168, ("taxpayer") and the Commissioner of Internal Revenue ("Commissioner") make the following closing agreement:

WHEREAS, there is a dispute between the parties as to whether certain workers classified by taxpayer as Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge are independent contractors or employees of taxpayer for purposes of federal income tax withholding, Federal Insurance Contributions Act (FICA) and Federal Unemployment Tax Act (FUTA) taxes ("federal employment tax");

WHEREAS, the taxpayer is presently treating the Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge as independent contractors;

WHEREAS, the taxpayer has timely filed Forms 1099 for each of its Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge for all applicable periods from January 1, 2016 through December 31, 2016, in accordance with the provisions of paragraph 3.02 of Rev. Proc. 85-18, 1985-1 C.B. 518, and Rev. Rul. 81-224, 1981-2 C.B. 197; and

WHEREAS, the parties wish to resolve this dispute for all Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge engaged by the taxpayer on or after January 1, 2016.

NOW IT IS HEREBY DETERMINED AND AGREED for federal employment tax purposes that:

(1) The Internal Revenue Service will assess and the taxpayer will pay the following amounts to the United States Government in full discharge of any federal employment tax liability it may owe for the periods shown below resulting directly or indirectly from its failure to pay and/or withhold federal income tax, FICA, or FUTA taxes on the payments to its Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge:

Period	Type of Tax	Amount to be Assessed	
		Tax	Penalties
1/1/2016 - 12/31/2016	Fed Income and FICA	$31,072.28	$0.00

(2) The Internal Revenue Service will not disturb taxpayer's classification of such Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge for federal employment tax purposes for any period from January 1, 2016 through December 31, 2020.

(3) Beginning January 1, 2021, and for all periods thereafter, Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Pro-Tem Judge and persons performing equivalent duties regardless of taxpayer's job titles will be treated as employees for all federal employment tax purposes.

Closing Agreement With City of Santa Fe

(4) The taxpayer waives any right it may have to claim relief under section 530 of the Revenue Act of 1978.

(5) IRC Section 5205 shall apply to the amounts contained in paragraph (1) above, except FUTA tax.

This agreement is final and conclusive except:

(1) the matter it relates to may be reopened in the event of fraud, malfeasance, or misrepresentation of material facts;

(2) it is subject to the Internal Revenue Code sections that expressly provide that effect be given to their provisions (including any stated exception for Code section 7122) notwithstanding any other law or rule of law; and

(3) if it relates to a tax period ending after the date of this agreement, it is subject to any law, enacted after the agreement date, that applies to the tax period.

By signing, the above parties certify that they have read and agreed to the terms of this document.

Taxpayer

Taxpayer name City of Santa Fe

By [signature] Date signed 9/25/2020

Title City Manager

Taxpayer's Representative

By Date signed

Commissioner of Internal Revenue

By Date signed

Title

Employment Tax Examination Changes Report

Return Form number: 941

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000168	2016
Address of Employer	**Total tax plus penalty, or (decrease) in tax**	**Last quarter of this examination**
PO Box 909		
Santa Fe	$ 31,072.28	December 31, 2016
NM 87504	**Total increase or (decrease) in credits**	
	$ -	

Examination discussed with (*Name and title*): Mary McCoy, Finance Director

[X] Agreed (*Subject to acceptance by the Director*)

[ ] Disagreed

This Form 4668 contains (*check only one box*)

[ ] Non-7436 adjustments [X] 7436 adjustments (*worker classification issues*) [ ] 7436 adjustments (*wage issues*)

	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
1. Total Social security and Medicare tax adjustment (from Schedule of Adjustments, Line 10)	6,677.05	6,677.05	6,677.05	6,677.05
2. Social Security and Medicare tax adjustment under IRC 3121(q) (from Schedule of Adjustments, Line 11)	-	-	-	-
3. Increase (decrease) in tax exemption on exempt wages/tips (From Schedule of Adjustments, Line 13)	-	-	-	-
4. Total income tax withholding (from Schedule of Adjustments, Line 20)	1,091.02	1,091.02	1,091.02	1,091.02
5. Delinquent tax or increase (decrease) in tax (Lines 1, 2 and 4 minus/plus Line 3)	7,768.07	7,768.07	7,768.07	7,768.07
6. Net increase (decrease) in credits (from Schedule of Adjustments, Line 26)	-	-	-	-
7. Penalty code section 6651(a)(1)				
8. Penalty code section 6651(a)(2)				
9. Penalty code section 6656				
10. Penalty code section				
11. Total penalty (sum Lines 7, 8, 9 and 10)	$ -	$ -	$ -	$ -
12. Maximum tax available for abatement under IRC 3402(d)	$ -	$ -	$ -	$ -
13. Maximum tax available for abatement under IRC 3102(a)(3)	$ -	$ -	$ -	$ -

Furnish Form W-2 (*Wage and Tax Statement*) or Form W-2c (*Corrected Wage and Tax Statement*) on or before January 31, _____ to each of the _____ employees whose wages are adjusted by this report.

File Forms W-2 with Form W-3 (*Transmittal of Wage and Tax Statements*) or Forms W-2c with Form W-3c (*Transmittal of Corrected Wage and Tax Statements*) on or before January 31, _____ with the Social Security Administration (SSA).

IRC 6721 and 6722 provide penalties for failure to file and failure to furnish information returns. You must file the information returns electronically if you are required to file 250 or more returns. To obtain specifications for e-filing your returns, visit the SSA's website at www.ssa.gov/employer. If filing paper returns, file with the SSA at the appropriate address in the *General Instructions for Forms W-2 and W-3 (Including Forms W-2AS, W-2CM, W-2GU, W-2VI, W-3SS, W-2c, and W-3c)*.

Examiner's name		Group Number	Area	Date
Jennifer Machi	1000212850	7254	Pacific	September 25, 2020

Schedule of Adjustments

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000188	2016

Adjustment to RCA Wages and Tax

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
1. Social security and Medicare wage adjustment subject to tax under IRC 3101 and 3111	004	12.4%	-	-	-	-
	073	2.90%	-	-	-	-
2. Social security and Medicare wage adjustment subject to tax under IRC 3509(a)	079	7.44%	72,734.75	72,734.75	72,734.75	72,734.75
	079	1.74%	72,734.75	72,734.75	72,734.75	72,734.75
3. Social security and Medicare wage adjustment subject to tax under IRC 3509(b)	079	8.88%	-	-	-	-
	079	2.08%	-	-	-	-
4. Social security and Medicare tip adjustment subject to tax under IRC 3101 and 3111	005	6.20%				
	073	1.45%				
5. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2)	074	0.90%	-	-	-	-
6. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2) and 3509(a)	079	0.18%	-	-	-	-
7. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2) and 3509(b)	079	0.36%	-	-	-	-
8. Other adjustments to Social Security, Medicare and Additional Medicare Wages						
9. Other adjustments to Social Security, Medicare and Additional Medicare Tax						
10. Total Social Security, Medicare and Additional Medicare tax adjustment (Lines 1 through 8 x rates plus/minus Line 9)	112		6,677.05	6,677.05	6,677.05	6,677.05
11. Social security and Medicare tax adjustment under IRC 3121(q)	114					
12. Increase (decrease) in exempt wages and/or tips paid to qualified employees under IRC 3111(d)	115					
13. Increase (decrease) in tax exemption on wages and/or tips on Line 12 (Line 12 x rate)	116					

Schedule of Adjustments (Continued)

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000188	2016

Adjustment to Wages and Tax for Income Tax Withholding

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
14 . Income withholding wage adjustment subject to tax under IRC 3402		25.00%	-	-	-	-
15 . Income withholding wage adjustment subject to tax under IRC 3509(a)	079	1.50%	72,734.75	72,734.75	72,734.75	72,734.75
16 . Income withholding wage adjustment subject to tax under IRC 3509(b)	079	3.00%	-	-	-	-
17 . Other income tax withholding wage adjustment						
18 . Actual income tax withheld but not previously reported						
19 . Other adjustment to income tax withholding						
20 . Total income tax (Lines 14, 15, 16, 17 x rates plus Line 18 plus/minus Line 19)	111		$ 1,091.02	$ 1,091.02	$ 1,091.02	1,091.02

Adjustment to Credits Against the Tax

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
21 . Increase (decrease) in COBRA premium assistance payments under IRC 6432	299					
22 . Increase (decrease) in Advanced Earned Income Credit under IRC 3507	766/767					
23 . Increase (decrease) in exempt wages/tips paid to qualified employees March 19-31, 2010 under IRC 3111(d)(5)	117					
24 . Increase (decrease) in credit for exempt wages/ tips on Line 23 (Line 23 x rate)	298					
25 . Increase (decrease) in other credits						
26 . Net increase (decrease) in credits (sum of lines 21, 22, 24, and 25)			$ -	$ -	$ -	$ -

Agreement to Assessment and Collection of Additional Tax and Acceptance of Overassessment

(Employment Tax Adjustments Not Subject to IRC 7436)

Date received by Internal Revenue Service

Taxpayer(s) name	D/B/A		SSN/EIN
City of Santa Fe			85-6000168
Address of taxpayer(s) (number, street)	**City/Town**	**State**	**ZIP code**
PO Box 909	Santa Fe	NM	87504

Adjustment to Tax, Credits and Penalties

Tax Period Ended	Return Form number	Kind of Tax and Internal Revenue Code Section	Amount of Tax	Credit Increase (Decrease)	Penalty
03/31/2017 - 12/31/2017	941	FICA & FITW IRC 3101, 3111 & 3402	$ 174,834.76	$ -	$ -
		Total	174,834.76	0.00	0.00

I consent to the immediate assessment (*increase in tax and penalties and/or decrease in credits*) and the collection of any such amounts. In addition, I accept any overassessment (*decrease in tax and penalties and/or increase in credits*) shown above. I also agree to any interest as provided by law.

Sign Here			Date:
Sign Here			Date:
Sign Here	By City of Santa Fe, NM	Title: City Manager	Date: 9/18/2020

Note:

If you consent to the assessment of the amounts shown in this agreement, your signature will expedite our adjustment to your account. Your consent will not prevent you from filing a claim for refund (after you have paid the tax) if you later believe you are entitled to a refund. It will not prevent us from later determining, if necessary, that you owe additional tax; nor extend the time provided by law for either action.

The amounts shown in this agreement do not include any adjustments involving worker classification or Section 530 determinations. Any adjustments involving worker classification or Section 530 determinations will be shown in a separate agreement Form 2504-T, Agreement to Assessment and Collection of Additional Tax and Acceptance of Overassessment (Employment Tax Adjustments Subject to IRC 7436).

Who Must Sign

If you are making this agreement for a partnership, all partners must sign. However, one partner may sign with appropriate evidence of authorization to act for the partnership.

For a corporation, enter the name of the corporation followed by the signature and title of the officer(s) authorized to sign.

For an agent or attorney acting under a power of attorney, a power of attorney form must be sent with this form if not previously filed with us.

Memo: Abatement amount under IRC 3402(a) and/or IRC 3102(f)(3) - See explanation on Form 4668

Tax Period Ended	Return Form Number	IRC Code	Credit for Abatement	Tax Period Ended	Return Form Number	IRC Code	Credit for Abatement

Agreement to Assessment and Collection of Additional Tax and Acceptance of Overassessment

(Employment Tax Adjustments Not Subject to IRC 7436)

Date received by Internal Revenue Service

Taxpayer(s) name	D/B/A		SSN/EIN
City of Santa Fe			85-6000168
Address of taxpayer(s) (number, street)	**City/Town**	**State**	**ZIP code**
PO Box 909	Santa Fe	NM	87504

Adjustment to Tax, Credits and Penalties

Tax Period Ended	Return Form number	Kind of Tax and Internal Revenue Code Section	Amount of Tax	Credit Increase (Decrease)	Penalty
03/31/2016 - 12/31/2016	941	FICA & FITW IRC 3101, 3111 & 3402	$ 192,843.60	$ -	$ -
		Total	192,843.60	0.00	0.00

I consent to the immediate assessment (*increase in tax and penalties and/or decrease in credits*) and the collection of any such amounts. In addition, I accept any overassessment (*decrease in tax and penalties and/or increase in credits*) shown above. I also agree to any interest as provided by law.

Sign Here			Date:
Sign Here	City of Santa Fe, NM		Date:
Sign Here	By	Title: City Manager	Date: 7/16/2020

Note:

If you consent to the assessment of the amounts shown in this agreement, your signature will expedite our adjustment to your account. Your consent will not prevent you from filing a claim for refund (after you have paid the tax) if you later believe you are entitled to a refund. It will not prevent us from later determining, if necessary, that you owe additional tax; nor extend the time provided by law for either action.

The amounts shown in this agreement do not include any adjustments involving worker classification or Section 530 determinations. Any adjustments involving worker classification or Section 530 determinations will be shown in a separate agreement Form 2504-T, Agreement to Assessment and Collection of Additional Tax and Acceptance of Overassessment (Employment Tax Adjustments Subject to IRC 7436).

Who Must Sign

If you are making this agreement for a partnership, all partners must sign. However, one partner may sign with appropriate evidence of authorization to act for the partnership.

For a corporation, enter the name of the corporation followed by the signature and title of the officer(s) authorized to sign.

For an agent or attorney acting under a power of attorney, a power of attorney form must be sent with this form if not previously filed with us.

Memo: Abatement amount under IRC 3402(d) and/or IRC 3102(f)(3) - See explanation on Form 4668

Tax Period Ended	Return Form Number	IRC Code	Credit for Abatement	Tax Period Ended	Return Form Number	IRC Code	Credit for Abatement

Employment Tax Examination Changes Report

Return Form number: 941

Name of Employer	Employer Identification number	Calendar year
City of Santa Fe	85-6000166	2017
Address of Employer	**Total tax plus penalty, or (decrease) in tax**	
PO Box 909		Last quarter of this examination
Santa Fe	$ 174,834.76	
NM 87504	**Total increase or (decrease) in credits**	December 31, 2017
	$ -	

Examination discussed with (*Name and title*)

Mary McCoy, Finance Director

[X] Agreed (*Subject to acceptance by the Director*)

[ ] Unagreed

This Form 4668 contains (*check only one box*)

[X] Non-7436 adjustments [ ] 7436 adjustments (*worker classification issues*) [ ] 7436 adjustments (*wage issues*)

	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
1. Total Social security and Medicare tax adjustment (from Schedule of Adjustments, Line 10)	15,083.56	15,083.56	15,083.56	15,083.56
2. Social Security and Medicare tax adjustment under IRC 3121(q) (from Schedule of Adjustments, Line 11)	-	-	-	-
3. Increase (decrease) in tax exemption on exempt wages/tips (From Schedule of Adjustments, Line 13)	-	-	-	-
4. Total income tax withholding (from Schedule of Adjustments, Line 20)	28,625.13	28,625.13	28,625.13	28,625.13
5. Delinquent tax or increase (decrease) in tax (Lines 1,2 and 4 minus/plus Line 3)	43,708.69	43,708.69	43,708.69	43,708.69
6. Net increase (decrease) in credits (from Schedule of Adjustments, Line 28)	-	-	-	-
7. Penalty code section 6651(a)(1)				
8. Penalty code section 6651(a)(2)				
9. Penalty code section 6656				
10. Penalty code section				
11. Total penalty (sum Lines 7, 8, 9 and 10)	$ -	$ -	$ -	$ -
12. Maximum tax available for abatement under IRC 3402(d)	$ 28,625.13	$ 28,625.13	$ 28,625.13	$ 28,625.13
13. Maximum tax available for abatement under IRC 3102(b)(3)	$ -	$ -	$ -	$ -

Furnish Form W-2 (*Wage and Tax Statement*) or Form W-2c (*Corrected Wage and Tax Statement*) on or before January 31, _____ to each of the _____ employees whose wages are adjusted by this report.

File Forms W-2 with Form W-3 (*Transmittal of Wage and Tax Statements*) or Forms W-2c with Form W-3c (*Transmittal of Corrected Wage and Tax Statements*) on or before January 31, _____ with the Social Security Administration (SSA).

IRC 6721 and 6722 provide penalties for failure to file and failure to furnish information returns. You must file the information returns electronically if you are required to file 250 or more returns. To obtain specifications for e-filing your returns, visit the SSA's website at www.ssa.gov/employer. If filing paper returns, file with the SSA at the appropriate address in the *General Instructions for Forms W-2 and W-3 (Including Forms W-2AS, W-2CM, W-2GU, W-2VI, W-2SS, W-2c, and W-3c)*.

Examiner's name		Group Number	Area	Date
Jennifer Macht	1000212850	7254	Pacific	September 17, 2020

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Schedule of Adjustments

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000168	2017

Adjustment to FICA Wages and Tax

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
1. Social security and Medicare wage adjustment subject to tax under IRC 3101 and 3111	004	12.4%	94,883.23	94,883.23	94,883.23	94,883.23
	073	2.90%	114,500.53	114,500.53	114,500.53	114,500.53
2. Social security and Medicare wage adjustment subject to tax under IRC 3509(a)	079	7.44%	-	-	-	-
	079	1.74%	-	-	-	-
3. Social security and Medicare wage adjustment subject to tax under IRC 3509(b)	079	8.68%	-	-	-	-
	079	2.03%	-	-	-	-
4. Social security and Medicare tip adjustment subject to tax under IRC 3101 and 3111	005	6.20%				
	073	1.45%				
5. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2)	074	0.90%	-	-	-	-
6. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2) and 3509(a)	079	0.18%	-	-	-	-
7. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2) and 3509(b)	079	0.36%	-	-	-	-
8. Other adjustments to Social Security, Medicare and Additional Medicare Wages						
9. Other adjustments to Social Security, Medicare and Additional Medicare Tax						
10. Total Social Security, Medicare and Additional Medicare tax adjustment (Lines 1 through 8 x rates plus/minus Line 9)	112		15,083.56	15,083.56	15,083.56	15,083.56
11. Social security and Medicare tax adjustment under IRC 3121(q)	114					
12. Increase (decrease) in exempt wages and/or tips paid to qualified employees under IRC 3111(d)	116					
13. Increase (decrease) in tax exemption on wages and/or tips on Line 12 (Line 12 x rate)	118					

Schedule of Adjustments (Continued)

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000168	2017

Adjustment to Wages and Tax for Income Tax Withholding

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
14. Income withholding wage adjustment subject to tax under IRC 3402		25.00%	114,500.53	114,500.53	114,500.53	114,500.53
15. Income withholding wage adjustment subject to tax under IRC 3509(a)	079	1.50%	-	-	-	-
16. Income withholding wage adjustment subject to tax under IRC 3509(b)	079	3.00%	-	-	-	-
17. Other income tax withholding wage adjustment						
18. Actual income tax withheld but not previously reported						
19. Other adjustment to income tax withholding						
20. Total income tax (Lines 14, 15, 16, 17 x rates plus Line 18 plus/minus Line 19)	111		$ 28,625.13	$ 28,625.13	$ 28,625.13	28,625.13

Adjustment to Credits Against the Tax

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
21. Increase (decrease) in COBRA premium assistance payments under IRC 6432	299					
22. Increase (decrease) in Advanced Earned Income Credit under IRC 3507	766/767					
23. Increase (decrease) in exempt wages/tips paid to qualified employees March 19-31, 2020 under IRC 3111(d)(3)	117					
24. Increase (decrease) in credit for exempt wages/ tips on Line 23 (Line 23 x rate)	296					
25. Increase (decrease) in other credits						
26. Net increase (decrease) in credits (sum of lines 21, 22, 24, and 25)			$ -	$ -	$ -	$ -

Employment Tax Examination Changes Report

Return Form number: 941

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000168	2016
Address of Employer	**Total tax plus penalty, or (decrease) in tax**	**Last quarter of this examination**
PO Box 909		
Santa Fe	$ 192,843.60	
NM 87504	**Total increase or (decrease) in credits**	December 31, 2017
	$ -	
Examination discussed with (Name and title)	[X] Agreed (Subject to acceptance by the Director)	
Mary McCoy, Finance Director	[ ] Unagreed	

This Form 4668 contains (check only one box)

[X] Non-7436 adjustments [ ] 7436 adjustments (worker classification issues) [ ] 7436 adjustments (wage issues)

	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
1. Total Social security and Medicare tax adjustment (from Schedule of Adjustments, Line 10)	16,557.13	16,557.13	16,557.13	16,557.13
2. Social Security and Medicare tax adjustment under IRC 3121(q) (from Schedule of Adjustments, Line 11)	-	-	-	-
3. Increase (decrease) in tax exemption on exempt wages/tips (From Schedule of Adjustments, Line 18)	-	-	-	-
4. Total income tax withholding (from Schedule of Adjustments, Line 20)	31,653.77	31,653.77	31,653.77	31,653.77
5. Delinquent tax or increase (decrease) in tax (Lines 1, 2 and 4 minus/plus Line 3)	48,210.90	48,210.90	48,210.90	48,210.90
6. Net increase (decrease) in credits (from Schedule of Adjustments, Line 26)	-	-	-	-
7. Penalty code section 6651(a)(1)				
8. Penalty code section 6651(a)(2)				
9. Penalty code section 6656				
10. Penalty code section				
11. Total penalty (sum Lines 7, 8, 9 and 10)	$ -	$ -	$ -	$ -
12. Maximum tax available for abatement under IRC 3402(d)	$ 31,653.77	$ 31,653.77	$ 31,653.77	$ 31,653.77
13. Maximum tax available for abatement under IRC 3102(a)	$ -	$ -	$ -	$ -

Furnish Form W-2 (*Wage and Tax Statement*) or Form W-2c (*Corrected Wage and Tax Statement*) on or before January 31, _____ to each of the _____ employees whose wages are adjusted by this report.

File Forms W-2 with Form W-3 (*Transmittal of Wage and Tax Statements*) or Forms W-2c with Form W-3c (*Transmittal of Corrected Wage and Tax Statements*) on or before January 31, _____ with the Social Security Administration (SSA).

IRC 6721 and 6722 provide penalties for failure to file and failure to furnish information returns. You must file the information returns electronically if you are required to file 250 or more returns. To obtain specifications for e-filing your returns, visit the SSA's website at www.ssa.gov/employer. If filing paper returns, file with the SSA at the appropriate address in the *General Instructions for Forms W-2 and W-3 (Including Forms W-2AS, W-2CM, W-2GU, W-2VI, W-3SS, W-2c, and W-3c)*.

Examiner's name		Group Number	Area	Date
Jennifer Macht	1000212850	7254	Pacific	September 17, 2020

Schedule of Adjustments

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000188	2016

Adjustment to FICA Wages and Tax

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
1. Social security and Medicare wage adjustment subject to tax under IRC 3101 and 3111	004	12.4%	103,913.69	103,913.69	103,913.69	103,913.69
	073	2.90%	126,615.08	126,615.08	126,615.08	126,615.08
2. Social security and Medicare wage adjustment subject to tax under IRC 3509(a)	079	7.44%	-	-	-	-
	079	1.74%	-	-	-	-
3. Social security and Medicare wage adjustment subject to tax under IRC 3509(b)	079	6.66%	-	-	-	-
	079	2.03%	-	-	-	-
4. Social security and Medicare tip adjustment subject to tax under IRC 3101 and 3111	005	6.20%				
	073	1.45%				
5. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2)	074	0.90%	-	-	-	-
6. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2) and 3509(a)	079	0.18%	-	-	-	-
7. Additional Medicare wage and/or tip adjustment subject to tax under IRC 3101(b)(2) and 3509(b)	079	0.36%	-	-	-	-
8. Other adjustments to Social Security, Medicare and Additional Medicare Wages						
9. Other adjustments to Social Security, Medicare and Additional Medicare Tax						
10. Total Social Security, Medicare and Additional Medicare tax adjustment (Lines 1 through 8 x rates plus/minus Line 9)	112		16,557.13	16,557.13	16,557.13	16,557.13
11. Social security and Medicare tax adjustment under IRC 3121(q)	114					
12. Increase (decrease) in exempt wages and/or tips paid to qualified employees under IRC 3111(d)	115					
13. Increase (decrease) in tax exemption on wages and/or tips on Line 12 (Line 12 x rate)	116					

Schedule of Adjustments (Continued)

Name of Employer	Employer identification number	Calendar year
City of Santa Fe	85-6000168	2016

Adjustment to Wages and Tax for Income Tax Withholding

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
14 . Income withholding wage adjustment subject to tax under IRC 3402		25.00%	126,615.08	126,615.08	126,615.08	126,615.08
15 . Income withholding wage adjustment subject to tax under IRC 3509(a)	079	1.50%	-	-	-	-
16 . Income withholding wage adjustment subject to tax under IRC 3509(b)	079	3.00%	-	-	-	-
17 . Other income tax withholding wage adjustment						
18 . Actual income tax withheld but not previously reported						
19 . Other adjustment to income tax withholding						
20 . Total income tax (Lines 14, 15, 16, 17 x rates plus Line 18 plus/minus Line 19)	111		$ 31,653.77	$ 31,653.77	$ 31,653.77	31,653.77

Adjustment to Credits Against the Tax

	IRS Ref	(a) Applicable Rate	(b) 1st Quarter	(c) 2nd Quarter	(d) 3rd Quarter	(e) 4th Quarter
21 . Increase (decrease) in COBRA premium assistance payments under IRC 6432	299					
22 . Increase (decrease) in Advanced Earned Income Credit under IRC 3507	766/767					
23 . Increase (decrease) in exempt wages/tips paid to qualified employees March 19-31, 2010 under IRC 3111(d)(5)	117					
24 . Increase (decrease) in credit for exempt wages/ tips on Line 23 (Line 23 x rate)	295					
25 . Increase (decrease) in other credits						
26 . Net increase (decrease) in credits (sum of lines 21, 22, 24, and 25)			$ -	$ -	$ -	$ -

Summary of Employment Tax Examination

Name and Address of Employer:
City of Santa Fe
PO Box 909
Santa Fe NM 87504

Type of Report
- [ ] Delinquent tax (Return not filed)
- [X] Increase (Decrease) in tax (Return filed)
- [X] Agreed (The report is subject to review and you will be notified by the Director when it is accepted)
- [ ] Unagreed
- [X] Non-7436 adjustments
- [ ] 7436 adjustments (worker classification issues)
- [ ] 7436 adjustments (wage issues)

Employer Identification Number: 85-6000868
Date of Report: September 17, 2020

Following is a summary of the results of my examination of your returns as shown on the attached pages of this report.

Tax, Credits and Penalties

a Calendar Year	b Return Form Number	c Delinquent Tax, Increase (Decrease) in Tax	d Increase (Decrease) in Allowed Credits	e Penalty: Code Section	e Penalty: Amount	f Total Adjustment and Penalties (positive)	g Page Number of Report
2017	941	174,834.76	-			174,834.76	
Total		174,834.76				174,834.76	

Other Information

The examination of your employment tax returns as reflected on this Agreement included an examination for employment tax purposes of whether Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instructor, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Archaeological Services Provider, Artist, Band/Mayor's Banquet Worker, Basketball Monitor, Basketball Official, CLP Trainer, Community Consultant, Consultor- Event Design, Development & Communication Consultant, Entertainer For Parks & Recreation, Event Consulting Manager, Fall Festival Clowns/Entertainer, Financial Valuation Consultant, Food Service Provider, Legal Service Hearing Officer, Legal Services Consultant, New Year's Eve Countdown Services Technical Support, Pharmacist Consultant, Planning Consultant, Powwow Event Coordinator, Production Assistant, Professional Contractor - IT Support - Police Dept, Professional Contractor - Photography, Professional Contractor – Unesco Reports, Professional Contractor - Towing Services, Seminar Instructor, Senior Center Band Member, Soccer Official, Spanish Interpreter, Special Event Consultant, Sponsorship Of Filmmaking Consultant, Stenographer, Transcriber, Videographer, Volleyball Monitor, Water Rights Consultant should be treated as employees of the taxpayer. Section 530 of the Revenue Act of 1978 as amended by Section 1122 of the Small Business Job Protection Act of 1996 provides that taxpayers may rely on a prior audit commenced after December 31, 1996, when the audit included an examination for employment tax purposes of whether the individual involved (or any individual holding a position substantially similar to the position held by the individual involved) should be treated as an employee of the taxpayer. Based upon this examination, you may rely only on the audit of Archaeological Services Provider, Artist, Band/Mayor's Banquet Worker, Basketball Monitor, Basketball Official, CLP Trainer, Community Consultant, Consultor- Event Design, Development & Communication Consultant, Entertainer For Parks & Recreation, Event Consulting Manager, Fall Festival Clowns/Entertainer, Financial Valuation Consultant, Food Service Provider, Legal Service Hearing Officer, Legal Services Consultant, New Year's Eve Countdown Services Technical Support, Pharmacist Consultant, Planning Consultant, Powwow Event Coordinator, Production Assistant, Professional Contractor - IT Support - Police Dept, Professional Contractor - Photography, Professional Contractor – Unesco Reports, Professional Contractor - Towing Services, Seminar Instructor, Senior Center Band Member, Soccer Official, Spanish Interpreter, Special Event Consultant, Sponsorship Of Filmmaking Consultant, Stenographer, Transcriber, Videographer, Volleyball Monitor, Water Rights Consultant that did not result in a reclassification for purposes of the prior audit safe haven for satisfying the reasonable basis requirement of Section 530.

This does not constitute an income tax examination.

Examining Name: Jennifer Macht
Group: 1000212850 Pacific

Summary of Employment Tax Examination

Name and Address of Employer
City of Santa Fe
PO Box 909
Santa Fe NM 87504

Type of Report
☐ Delinquent tax (Return not filed)
☒ Increase (Decrease) in tax (Return filed)
☒ Agreed (The report is subject to review and you will be notified by the Director when it is accepted)
☐ Unagreed
☒ Non-7436 adjustments
☐ 7436 adjustments (worker classification issues)
☐ 7436 adjustments (wage issues)

Employer Identification Number: 85-6000198
Date of Report: September 17, 2020

Following is a summary of the results of my examination of your returns as shown on the attached pages of this report

Tax, Credits and Penalties

a Calendar Year	b Return Form Number	c Delinquent Tax, Increase (Decrease) in Tax	d Increase (Decrease) in Allowed Credits	e Penalty Code Section	e Penalty Amount	f Total Adjustment and Penalties (net)	g Page number of Report
2016	941	192,843.60	-			192,843.60	
Total		192,843.60				192,843.60	

Other Information

The examination of your employment tax returns as reflected on this Agreement included an examination for employment tax purposes of whether Aerobic Instructor, Archery Instructor, Basketball Instructor, Bootcamp Instructor, Camp Assistant Instructor, Cycling Instructor, Fitness Instructor, Martial Arts Instructor, Private Instruction Services, Private Reading Instructor, Reading Instructor, Seminar Instructor, Skating Instructor, Soccer Instructor, Sport Camp Instructor, Spring Break Basketball Instructor, Spring Break Camp Instructor, Spring Break Instructor, Summer Camp Coach, Summer Camp Sports Coach, Summer Program Instruction, Volleyball Instructor, Wellness Fitness Class, Yoga Instructor , Youth Camp Instructor, Youth Reading Instructor, Native American Liaison, ICM Manager, Archaeological Services Provider, Artist, Band/Mayor's Banquet Worker, Basketball Monitor, Basketball Official, CLP Trainer, Community Consultant, Consultor- Event Design, Development & Communication Consultant, Entertainer For Parks & Recreation, Event Consulting Manager, Fall Festival Clowns/Entertainer, Financial Valuation Consultant, Food Service Provider, Legal Service Hearing Officer, Legal Services Consultant, New Year's Eve Countdown Services Technical Support, Pharmacist Consultant, Planning Consultant, Powwow Event Coordinator, Production Assistant, Professional Contractor - IT Support - Police Dept, Professional Contractor - Photography, Professional Contractor – Unesco Reports, Professional Contractor - Towing Services, Seminar Instructor, Senior Center Band Member, Soccer Official, Spanish Interpreter, Special Event Consultant, Sponsorship Of Filmmaking Consultant, Stenographer, Transcriber, Videographer, Volleyball Monitor, Water Rights Consultant should be treated as employees of the taxpayer. Section 530 of the Revenue Act of 1978 as amended by Section 1122 of the Small Business Job Protection Act of 1996 provides that taxpayers may rely on a prior audit commenced after December 31, 1996, when the audit included an examination for employment tax purposes of whether the individual involved (or any individual holding a position substantially similar to the position held by the individual involved) should be treated as an employee of the taxpayer. Based upon this examination, you may rely only on the audit of Archaeological Services Provider, Artist, Band/Mayors Banquet Worker, Basketball Monitor, Basketball Official, CLP Trainer, Community Consultant, Consultor- Event Design, Development & Communication Consultant, Entertainer For Parks & Recreation, Event Consulting Manager, Fall Festival Clowns/Entertainer, Financial Valuation Consultant, Food Service Provider, Legal Service Hearing Officer, Legal Services Consultant, New Year's Eve Countdown Services Technical Support, Pharmacist Consultant, Planning Consultant, Powwow Event Coordinator, Production Assistant, Professional Contractor - IT Support - Police Dept, Professional Contractor - Photography, Professional Contractor – Unesco Reports, Professional Contractor - Towing Services, Seminar Instructor, Senior Center Band Member, Soccer Official, Spanish Interpreter, Special Event Consultant, Sponsorship Of Filmmaking Consultant, Stenographer, Transcriber, Videographer, Volleyball Monitor, Water Rights Consultant that did not result in a reclassification for purposes of the prior audit safe haven for satisfying the reasonable basis requirement of Section 530.

This does not constitute an income tax examination.

Examining Name: Jennifer Mecht
Group: 1003312850
Area: Pacific

Log # *{Finance use only}*:	
Journal # *{Finance use only}*:	

City of Santa Fe, New Mexico
BUDGET AMENDMENT RESOLUTION (BAR)

DEPARTMENT / DIVISION NAME	DATE
City Manager's Office	9/29/2020

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
City Manager's Office / Miscellaneous Expense	1000035	564000		398,751	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
				$ 398,751	$ -

JUSTIFICATION: *(use additional page if needed)*
--Attach supporting documentation/memo

Appropriation to pay the IRS for taxes incurred from non-compliance with IRS Rules regarding fringe benefits and worker classifiation during 2016 and 2017. The expense will be covered by General Fund cash reserves.

{Complete section below if BAR results in a net change to ANY Fund}

Fund(s) Affected	Fund Balance Increase/(Decrease)
100	(398,751)
TOTAL:	(398,751)

Andy Hopkins — 9/29/2020
Prepared By *{print name}* — Date

N/A
Division Director Signature *{optional}* — Date

Jarel LaPan Hill
Jarel LaPan Hill (Oct 1, 2020 10:11 MDT)
Department Director Signature — Date

{Use this form for Finance Committee/ City Council agenda items ONLY}

CITY COUNCIL APPROVAL

City Council Approval Date

Agenda Item #:

Alexis Lotero
Alexis Lotero (Oct 1, 2020 15:06 MDT)
Budget Officer — Date

N/A
Finance Director *{≤ $5,000}* — Date

N/A
City Manager *{≤ $60,000}* — Date

ACTION SHEET
PUBLIC WORKS AND UTILITES COMMITTEE MEETING OF 10/26/2020

ISSUE NO. 9B

Request for Approval of Budget Adjustment Resolution (BAR) in the Amount of $398,751 to Pay Back Taxes to the IRS for the 2016 and 2017 Tax Years. (Jarel LaPan Hill, City Manager, jlapanhill@santafenm.gov, 955-6848, Bernadette Salazar, HR Director, bjsalazar@santafenm.gov, 955-6591, Erin McSherry, City Attorney, ekmcsherry@santafenm.gov, 955-6512 and Mary McCoy, Finance Director, mtmccoy@santafenm.gov, 955-6171)

COMMITTEE REVIEW:
Public Works and Utilities Committee: 10/13/20
Governing Body (request to publish): 10/14/20
Finance Committee: 10/19/20
Governing Body (public hearing): 11/10/20

PUBLIC WORKS AND UTILITES COMMITTEE ACTION: Pulled by Councilor Vigil Coppler. Approved to forward to 10/28/2020 Governing Body

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR GARCIA	X		
COUNCILOR ABEYTA	X		
COUNCILOR LINDELL	X		
COUNCILOR VIGIL COPPLER	X		

ACTION SHEET
PUBLIC WORKS AND UTILITES COMMITTEE MEETING OF 10/26/2020

ISSUE NO. 9B

Request for Approval of Budget Adjustment Resolution (BAR) in the Amount of $398,751 to Pay Back Taxes to the IRS for the 2016 and 2017 Tax Years. (Jarel LaPan Hill, City Manager, jlapanhill@santafenm.gov, 955-6848, Bernadette Salazar, HR Director, bjsalazar@santafenm.gov, 955-6591, Erin McSherry, City Attorney, ekmcsherry@santafenm.gov, 955-6512 and Mary McCoy, Finance Director, mtmccoy@santafenm.gov, 955-6171)

COMMITTEE REVIEW:
Public Works and Utilities Committee: 10/13/20
Governing Body (request to publish): 10/14/20
Finance Committee: 10/19/20
Governing Body (public hearing): 11/10/20

PUBLIC WORKS AND UTILITES COMMITTEE ACTION: Pulled by Councilor Vigil Coppler. Approved to forward to 10/28/2020 Governing Body

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR GARCIA	X		
COUNCILOR ABEYTA	X		
COUNCILOR LINDELL	X		
COUNCILOR VIGIL COPPLER	X		

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

g. Request for Approval of a Budget Adjustment Resolution/Budget Increase to the Public Utilities, Utility Billing Division for several line items for a total amount of $454,919.00. (Nancy Jimenez, Utility Billing Division Director, nljimenez@santafenm.gov, 955-4364)

COMMITTEE REVIEW:
Public Works and Utilities Committee: 10/13/20
Finance Committee: 10/19/20
Governing Body: 1028/20

FINANCE COMMITTEE ACTION:
Approved on Discussion

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

ACTION SHEET
PUBLIC WORKS AND UTILITES COMMITTEE MEETING OF 10/13/2020

ISSUSE NO. 9C

Request for Approval of a Budget Adjustment Resolution/Budget Increase to the Public Utilities, Utility Billing Division for several line items for a total amount of $454,919.00. (Nancy Jimenez, Utility Billing Division Director, nljimenez@santafenm.gov, 955-4364)

COMMITTEE REVIEW:
Public Works and Utilities Committee: 10/13/20
Finance Committee: 10/19/20
Governing Body: 10/28/20

PUBLIC WORKS AND UTILITES COMMITTEE ACTION: Pulled by Councilor Vigil Coppler for further Discussion. Approved to forward to 10/19/2020 Finance Committee

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR GARCIA	X		
COUNCILOR ABEYTA	X		
COUNCILOR LINDELL	Excused		
COUNCILOR VIGIL COPPLER	X		

City of Santa Fe New Mexico

Memo

Date: **September 21, 2020**

To: **Public Utility/Works Committee**
Finance Committee
City Council

Via: **Shannon Jones, Public Utility Department Director** SJ

From: **Nancy L. Jimenez, Public Utility Billing Division Director** NLJ

Re: **FY20/21 Budget increase**

Background/Summary:
The Utility Billing is respectfully asking for a budget increase to continue to operate the Utility Billing Division. We have obligations to pay vendor contracts, repair an aging cooling and heating system, we must have ITT support for our aging billing system. We have a transferred employee that requires a COVID19 safe work desk and cubicle along with operating supplies that assist in providing a safe work environment and an increase to the lien placement line item to follow our ordinance.

Attached you will find a budget increase of $454,919.00 in several line items. The Public Utilities Billing Division did follow the requirements and cut the budget to meet the requirements for FY20/21, however, due to approved contracts, required services, COVID-19, adding an additional Customer Service Representative into my Division from parking several adjustments to the office are required to continue to provide safe working conditions. Utility Billing has been at work every day since COVID-19, while many employees where working from home the Utility Billing Division has not be able to work from home. We have re-arranged desks and will need to purchase additional materials to provide barriers between cubicles and create a new cubicle area for our newly transferred employee. Additional phone headsets need to be purchased and

replacements as they break must be provided to continue the safe working environment.

In addition to the increase needed for our safe work environment, we respectfully request an increase to our postage line. To our service contracts for our bill printing and endpoint monthly service charge contractors. To software for our ITT support, service contract and our heating and cooling system broke and while it has been mended, it does need to be fixed correctly, Utility Billing and Water will be splitting the cost to fix the system as both division reside in the utility building at San Mateo.

Requested Action:
Approval of BAR for $454,919 for FY20/21 into several business units.

Postage and Mail - postage for mailing bills weekly/monthly	5110351	561000	30,000
Service contracts - postal pros printing of bills, and virtuoso collection agency	5110351	510310	242,348
Repair Maintenance to Bldgs & Structures - cooling tower, pipes and compressor for Utility Building	5110351	520100	25,273
Software - Beacon monthly rental charge for endpoints and MTR ITT support for USIC Billing System	5110351	530710	141,298
Remodeling Replacement - cubicles, additional walls, plexi-glass for COVID safe work environment	5110351	572500	10,000
Operating Supplies - masks, face shields, etc., new and replacement headsets for employees	5110351	530200	5,000
Lien Placements	5110351	561550	1,000
			454,919

Log # *{Finance use only}*:	
Batch # *{Finance use only}*:	

City of Santa Fe, New Mexico
BUDGET AMENDMENT RESOLUTION (BAR)

DEPARTMENT / DIVISION NAME	DATE
PUD/Water	9/16/2020

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
Postage and Mail	5110351	561000		30,000	
Service contracts	5110351	510310		242,348	
Repair Maintenance to Bldgs & Structures	5110351	520100		25,273	
Software	5110351	530710		141,298	
Remodeling Replacement	5110351	572500		10,000	
Operating Supplies	5110351	530200		5,000	
Lien Placements	5110351	561550		1,000	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
				$ 454,919	$ -

JUSTIFICATION: *(use additional page if needed)*
--Attach supporting documentation/memo

Budget Increase from Cash Balance in Utility Customer Service Fund for line items in the negative, estimated costs for contracts and purchase orders, postage, office remodel for new employees, Divisions share of maintenance to Heating/Cooling systems, headsets for Customer Service employee due to COVID19 concerns for disinfecting purposes, lien placements.

{Complete section below if BAR results in a net change to ANY Fund}

Fund(s) Affected	Fund Balance Increase/(Decrease)
511	(454,919)
TOTAL:	**(454,919)**

Maya Martinez 9/21/2020
Prepared By *{print name}* Date

9/21/2020
Division Director Signature *{optional}* Date

Shannon Jones (Sep 23, 2020 17:33 MDT)
Department Director Signature Date

{Use this form for Finance Committee/ City Council agenda items ONLY}

CITY COUNCIL APPROVAL

City Council Approval Date

Agenda Item #:

AJH
AJH (Sep 24, 2020 10:01 MDT)
Budget Officer Date

Finance Director *{≤ $5,000}* Date

City Manager *{≤ $60,000}* Date

ACTION SHEET
ITEM FROM QUALITY OF LIFE COMMITTEE MEETING OF 10/21/2020
FOR CITY COUNCIL MEETING OF 10/28/2020

ISSUE:
Request for the Approval of Multiple Sub-Contracted Agreements in the Total Amount of ($69,560.00) for (Alternative to Detention Services for the Youth of Santa Fe for four (4) years) from State of New Mexico CYFD Agreement No. 21-20846; (Multiple Vendors). (Julie Sanchez,jjsanchez@santafenm.gov and505-570-7355)

COMMITTEE REVIEW:
Finance Committee: 10/19/20
Quality of Life Committee: 10/21/20
Governing Body: 10/28/20

QUALITY OF LIFE COMMITTEE ACTION: approved on consent

SPECIAL CONDITIONS OR AMENDMENTS:

SEND TO:
Governing Body

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON ROMERO-WIRTH	X		
COUNCILOR VILLARREAL	X		
COUNCILOR RIVERA	X		
COUNCILOR GARCIA	X		
COUNCILOR CASSUTT-SANCHEZ	X		

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

d) Request for the Approval of Multiple Sub-Contracted Agreements in the Total Amount of ($69,560.00) for (Alternative to Detention Services for the Youth of Santa Fe for four (4) years) from State of New Mexico CYFD Agreement No. 21-20846; (Multiple Vendors). (Julie Sanchez, jjsanchez@santafenm.gov and 505-570-7355)

COMMITTEE REVIEW:
Finance Committee: 10/19/20
Quality of Life Committee: 10/21/20
Governing Body: 10/28/20

FINANCE COMMITTEE ACTION:
Approved on Consent

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

City of Santa Fe, New Mexico
Memorandum

DATE: **September 29, 2020**

TO: **Alan Webber, Mayor and City Council**

VIA: **Mary McCoy, Finance Department Director**
Fran Dunaway, Chief Procurement Officer
Kyra Ochoa, Community Services Department Director Kyra Ochoa
Kyra Ochoa (Sep 30, 2020 11:49 MDT)

FROM: **Julie Sanchez, Youth and Family Services Division Director** JJS

ITEM AND ISSUE:
Request for the Approval of Multiple Sub-Contracted Agreements in the Total Amount of $ (69,560.00) for (Alternative to Detention Services for the Youth of Santa Fe for four (4) years) from State of New Mexico CYFD agreement no. 21-20846; (Multiple Vendors); (Julie Sanchez, jjsanchez@santafenm.gov and 505-570-7355)

BACKGROUND AND SUMMARY:

The Children and Youth Commission is one of the City of Santa Fe's oldest standing committees, which was formed by Resolution and then Ordinance to serve in an advisory capacity to the City Council concerning policy recommendations related to child development and youth issues. The Commission which was recently merged with the Regional Juvenile Justice Board administers its CYFD funding to agencies looking to impact and prevent youth crime with the Santa Fe region. This year and beyond, we also intend to more directly support the people in agencies who help Santa Feans navigate a complex, sometimes challenging system of care, and to strengthen that system by supporting agencies in tracking and collecting data to show the scope of our community need and our collective impact on that need.

The Commission works cooperatively with the Community Services Department and Youth and Family Services Division staff throughout the year and advises on how to effectively plan, coordinate or support health and human issues in our community. The Commission has completed the process to review and recommend funding for contracting with nonprofit organizations.

PROCUREMENT METHOD:

On March 6, 2020, RFP#20/21/P was issued through the Purchasing Office with an amended receipt date of April 10, 2020.

The Juvenile Justice Subcommittee of the Commission reviewed each request individually based on the following variables: complete proposal packet, program summary; data collection; collaboration, fiscal and organizational stability.

On April 29, 2020 the Commission, split into subcommittees made their final funding recommendation, which will be presented to the Quality of Life Committee, Finance Committee and Governing Body for FY 2021-24 **(Please reference Appendix A and B for recommendations and descriptions of programs being recommended for funding).** All contracts will expire on June 30, 2024.
CONTRACT NUMBER:
Multiple award recommendations were made by the Children and Youth Commission **(Please reference Appendix A for the Munis contract numbers)**

FUNDING SOURCE:

The funding source is:
Fund Name/Number: Juvenile Justice Fund/Fund 223
Munis Org Name/Number: Juvenile Justice/2230123
Munis Object Name/Number: Other Consulting/510340

ACTION REQUESTED:
The Community Services Department and the Youth and Family Services Division respectfully requests your review and approval.

APPENDIX A: Children and Youth Commission CYFD Recommended Funding and Programs for FY21-24

	Name of Nonprofit Organization	Name of CYFD Funded Program	Applicant Status	Recommended Yearly Funding	MUNIS
1	SFPS PIP Program	Strengthening Families	Previous Applicant	$ 27,720.00	3202276
2	YouthWorks	Intensive Community Monitoring	Previous Applicant	$ 26,440.00	3202277
1	Continuum Coordinator			$ 15,400.00	
			Total:	$ 69,560.00	

Parent Involvement Program (PIP)

Strengthening Families Program:

The Parent Involvement Program (PIP) is a program for teenage youth and their families. Youth are referred by Teen Court of Santa Fe County, SFPS Counselors, and school based therapists after involvement in alcohol or other drug related offenses. This program consists of seven two-hour evening sessions (14 classes per person) that utilizes the evidence-based Strengthening Families Program curriculum. Facilitators work with the students and guardians both separately and all together. The classes will build family relationships and teach communication skills, effective discipline, impulse control, and other substance use prevention skills.

YouthWorks

Intensive Community Monitoring Program:

The Intensive Community Monitoring Program is designed to provide home and community-based monitoring and supervision of delinquent youth ages 11-18 that are at-risk to commit additional juvenile offences. Through the provision of services that are consistent with the standards of the Juvenile Court Judges Commission for intensive probation services, the Intensive Community Monitoring Program seeks to prevent youth from further and more serious involvement with the juvenile justice system.

The goal of this program is to prevent youth from experiencing an out of home placement and remain with their family while receiving the necessary supports and services available. Highly trained staff often meets youth in the community and facilitate the participation in various activities like community service and volunteerism.

CITY OF SANTA FE

PROFESSIONAL SERVICES CONTRACT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and **Partner in Education (PIE) – Parent Involvement Program (PIP)**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

IT IS AGREED BETWEEN THE PARTIES:

1. Scope of Work.

Program Categories	CYFD Priority Area
☒ Strengthening Families	Delinquency Prevention
☐ Intensive Community Monitoring	Alternatives to Detention
☐ Gender Specific ☐ Girls ☐ Boys	Gender Specific Services

A. The Contractor shall perform the following work:

1) Provide CYFD outlined services in Strengthening Families:

a. Serve 50 youth

b. Provide 84 youth group sessions x $165.00 per session

c. Provide 60 adult group sessions x $165.00 per session

2) Possible bi-monthly presentation to the Regional Juvenile Justice Board on the progress of the program.

3) Ensure as appropriate, that providers serving underserved communities e.g. American Indian/Alaska Native, Hispanic, and African American including serving low to very low-income households are trained on racial equity, inclusion and responsiveness.

B. *Performance Measures.*

1) Contractor shall substantially perform the following based on Strengthening

Families:

i. Parent competence and engagement in school;
ii. Student substance abuse related risk;
iii. Increased attendance measured by five percent (5%) increase in attendance, five percent (5%) increase in grades and five percent (5%) promotion to next grade;
iv. Academic success; and
v. Targeted negative behavior reduction.

C. *Deliverables:*

1) Monthly program invoices due by the 10th of each month

2) Completed CYFD Data Collection Log which includes:

   a. Individualized Client ID

   b. Activity Log

   c. Youth Registry

   d. Other Program Specific Measurements as outlined by CYFD

3) The receipt of the deliverables contemplated under this Agreement shall assist the City and Santa Fe Regional Juvenile Justice Board in obtaining its goal(s) as set forth in its Strategic Plan and program outputs.

2. **Compensation.**

A. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY21, up to a total of twenty seven thousand seven hundred and twenty dollars ($27,720.00).

B. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY22, up to a total of twenty seven thousand seven hundred and twenty dollars ($27,720.00).

C. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY23, up to a total of twenty seven thousand seven hundred and twenty dollars ($27,720.00).

D. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY24, up to a total of twenty seven thousand seven hundred and twenty dollars ($27,720.00).

E. The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed ($110,880.00).

F. Contractor must submit a detailed statement accounting for all services performed and expenses incurred. If the City finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the City that the services have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the City shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

3. Term.

THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Agreement shall terminate on **June 30, 2024** unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). In accordance with Section 13-1-150 NMSA 1978, no contract term for a professional services contract, including extensions and renewals, shall exceed four years, except as set forth in Section 13-1-150 NMSA 1978.

4. Termination.

A. Termination. This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. Except as otherwise allowed or provided under this Agreement, the City's sole liability upon such termination shall be to pay for acceptable work performed prior to the Contractor's receipt of the notice of termination, if the City is the terminating party, or the Contractor's sending of the notice of termination, if the Contractor is the terminating party; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor if the Contractor becomes unable to perform the services contracted for, as determined by the City or if, during the term of this Agreement, the Contractor or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of City funds or due to the Appropriations paragraph herein. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE City's OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.*

B. Termination Management. Immediately upon receipt by either the City or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the City; 2) comply with all directives issued by the City in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the City shall direct for the protection, preservation, retention or transfer of all property titled to the City and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become property of the City upon termination and shall be submitted to the City as soon as practicable.

5. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City Council for the performance of this Agreement. Ifsufficient appropriations and authorization are not made by the City Council, this Agreement shall terminate immediately upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the City proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor.

The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Assignment.

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the City.

8. Subcontracting.

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the City.

9. Non-Collusion.

In signing this Agreement, the Vendor/Contractor certifies the Vendor/Contractor has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the City.

10. Release.

Final payment of the amounts due under this Agreement shall operate as a release of the City, its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

11. Confidentiality.

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

12. Product of Service -- Copyright.

All materials developed or acquired by the Contractor under this Agreement shall become the property of the City and shall be delivered to the City no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

13. Conflict of Interest; Governmental Conduct Act.

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978.

C. Contractor's representations and warranties in Paragraphs A and B of this Article 12 are material representations of fact upon which the City relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the City if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the City and notwithstanding anything in the Agreement to the contrary, the City may immediately terminate the Agreement.

D. All terms defined in the Governmental Conduct Act have the same meaning in this section.

14. Amendment.

A. This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.

B. If the City proposes an amendment to the Agreement to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Agreement, pursuant to the termination provisions as set forth in Article 4 herein, or to agree to the reduced funding.

15. Merger.

This Agreement incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or

understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

16. Penalties for violation of law.

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

17. Equal Opportunity Compliance.

The Contractor agrees to abide by all federal and state laws and rules and regulations, and Santa Fe City Code, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with Section 38-3-1 (G) NMSA 1978. By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

19. Workers Compensation.

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the City.

20. Professional Liability Insurance. Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

21. Other Insurance

If the services contemplated under this Agreement will be performed on or in City facilities or property, Contractor shall maintain in force during the entire term of this Agreement, the following insurance coverage(s), naming the City as additional insured.

A. **Commercial General Liability** insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than $2,000,000 per occurrence and $2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be

endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

B. **Business Automobile Liability** insurance for all owned, non-owned automobiles, with a combined single limit not less than $1,000,000 per accident.

C. **Broader Coverage and Limits**. The insurance requirements under this Agreement shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the Named Insured. It is agreed that these insurance requirements shall not in any way act to reduce coverage that is broader or that includes higher limits than the minimums required herein. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor hereunder.

D. Contractor shall maintain the above insurance for the term of this Agreement and name the City as an additional insured and provide for 30 days cancellation notice on any Certificate of Insurance form furnished by Contractor. Such certificate shall also specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.

22. Records and Financial Audit.

The City or city contractor shall have the right, at reasonable times and at a site designated by the City, to audit financial expenditures of City grant funding, documents, files and records of the Contractor to the extent that the finances, documents, files and records related to costs or accuracy of reimbursement for outcome or deliverable. The Contractor shall give full and free access to all records to the City and/or their authorized representative. The Contractor shall maintain detailed records that indicate the date, nature and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. If offering Navigation Services, records must indicate that the City is the sole payor per client billed for. The records shall be subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

23. Indemnification.

The Contractor shall defend, indemnify and hold harmless the City from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the City.

24. New Mexico Tort Claims Act

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

25. Invalid Term or Condition.

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

26. Enforcement of Agreement.

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

27. Notices.

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the City: [Julie Sanchez, Program Manager, 500 Market Station Suite 200, jjsanchez@santafenm.gov].

To the Contractor: [Jenn Jevertson, 1300 Camino Sierra Vista Santa Fe, NM 87505, jjevertson@sfps.k12.nm.us, 505-660-3288].

28. Authority.

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

29. Site Visits.

At any time during the contract period the director or designee of the COMMUNITY SERVICES DEPARTMENT may perform a site visit to contracted sites to review programming and meet with participants. Members of the oversight body will be informed and invited to participate, this may include community partners and program co-funders.

30. Reporting.

Grantees shall submit reports on the programmatic accomplishments made toward the goals of the grant agreement. Quarterly reports are due to the YOUTH AND FAMILY SERVICES

DIVISION or COMMUNITY SERVICES DEPARTMENT Program Manager no later than the 10th of the month. Reports shall include the following:

A. Total Amount of funds received via the program invoice, amount of funds received that were expended for program via the program invoice; CYFD required activity log, youth registry and program specific measures; a weekly update report to Santa Fe Probation and Parole may also be required. Although not mandatory agencies or representatives may be required to attend the bi-monthly, RJJB meetings to report on program progress. Other reporting may be required as requested by DIVISION, DEPARTMENT or the BOARD.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

_____
ALAN M. WEBBER
MAYOR

DATE:_____

CONTRACTOR:
PIE

_____
NAME: RUTHANNE GREELEY
TITLE: EXECUTIVE DIRECTOR

DATE: 9/29/20

CRS# 02172902006
REGISTRATION# 22613

ATTEST:

_____
YOLANDA Y. VIGIL, CITY CLERK

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Sep 16, 2020 15:09 MDT)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

_____
MARY T. MCCOY
FINANCE DIRECTOR

2230123.510340
Business Unit Line Item

City of Santa Fe

Real Estate Summary of Contracts, Agreements, Amendments & Leases

Section to be completed by department

1. Munis Contract # 3202276

Contractor: **Santa Fe Public Schools - Office of Student Wellness**

Description: **Youth and family intervention services**

Contract ☉ Agreement ○ Lease / Rent ○ Amendment ○

Term Start Date: **July 1, 2020** Term End Date: **June 30, 2024**

☐ Approved by Council Date: _____

Contract / Lease: **CYFD grant funded Strengthening Families program**

Amendment # _____ to the Original Contract / Lease # _____

Increase/(Decrease) Amount $ _____

Extend Termination Date to: _____

☐ Approved by Council Date: _____

Amendment is for:

2. **HISTORY** of Contract, Amendments & Lease / Rent - Please Elaborate (option: attach spreadsheet if multiple amendments)

3. **Procurement History:** **RFP 20/21/P**

Fran Dunaway (Oct 1, 2020 12:39 MDT) — Oct 1, 2020

Purchasing Officer Review: Date:

Comment & Exceptions: award from RFP 20/21/P grant funds/CYP closed 4/7/2020

4. **Funding Source:** **Juvenile Justice Fund** **Org / Object:** **2230123.510340**

Alexis Lotero (Oct 1, 2020 08:58 MDT) — Oct 1, 2020

Budget Officer Approval: Date:

Comment & Exceptions: _____

Staff Contact who completed this form: **Julie Sanchez** Phone # **955-6678**

Email: **jjsanchez@santafenm.gov**

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: PIE SFPS PIP Program

Procurement Title: RFP20/21/P

Procurement Method: State Price Agreement ☐ *Cooperative* ☐ *Sole Source* ☐ *Other* ☐ _____

Exempt ☐ *Request For Proposal* (RFP) ☒ *Invitation To Bid (ITB)* ☐ *Contract under 60K* ☒ *Contract over 60K* ☐

Department Requesting Community Services Staff Name Michelle Gurule

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☒	☐	Approved Procurement Checklist (by Purchasing)
☒	☐	Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
☐	☒	State Price Agreement
☒	☐	RFP
☒	☐	Evaluation Committee Report
☐	☒	ITB
☐	☒	Bib Tab
☐	☒	Quotes (3 valid current quotes)
☐	☒	Cooperative Agreement
☐	☒	Sole Source Request and Determination Form
☐	☒	Contractors Exempt Letter
☐	☒	Purchasing Officers approval for exempt procurement
☐	☒	BAR
☐	☒	FIR
☒	☐	Executed Contract, Agreement or Amendment
☒	☐	Current Business Registration and CRS numbers on contract or agreement
☒	☐	Summary of Contracts and Agreements form
☒	☐	Certificate of Insurance
☒	☐	All documentation presented to Committees
☐	☐	Other: _____

Julie Sanchez	Youth and Family Services Division Director	09/29/20
Department Rep Printed Name (attesting that all information included)	Title	Date

Fran Dunaway (Oct 1, 2020 12:39 MDT)

Purchasing Officer (attesting that all information is reviewed)	Title	Date

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*

City of Santa Fe

Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: PARTNERS IN EDUCATION FOUNDATION FOR THE THE SANTA FE PUBLIC SCHOOLS
DBA: PARTNERS IN EDUCATION FOUNDATION FOR THE SANTA FE PUBLIC SCHOOLS

Business Location: 1328 FERGUSON LN
SANTA FE, NM 87507

CRS Number: 02172902006

Owner: RUMANNE GREELEY

License Number: 226133

License Type: Business License - Renewable

Issued Date: March 06, 2020

Classification: Business Registration - Standard

Expiration Date: December 31, 2020

Fees Paid: $35.00

PARTNERS IN EDUCATION FOUNDATION FOR THE
PO BOX 23374
SANTA FE, NM 87502

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERRABLE TO OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/23/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Daniels Insurance, Inc.-Santa Fe 805 St. Michaels Drive Santa Fe NM 87505	CONTACT NAME: Santa Fe CL - House PHONE (A/C, No, Ext): (505) 982-4302 FAX (A/C, No): (505) 989-9186 E-MAIL ADDRESS: mlatting@danielsinsuranceinc.com
INSURED (505) 474-0240 Partners in Education Foundation for the Santa Fe Public P.O. Box 23374 Santa Fe NM 87502-3374	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Donegal Mutual Insurance Compa — 13692 INSURER B : Mountain States Indemnity Comp — 10177 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** Cert ID 27903 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE [X] OCCUR			CPT9023968	01/01/2020	01/01/2021	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY [ ] PRO-JECT [X] LOC						PRODUCTS - COMP/OP AGG	$ Excluded
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			WCO 9023968	01/01/2020	01/01/2021	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000
								$
								$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

All operation of the insured per policy conditions. Liability: Continental United States; Workers Compensation, New Mexico.-- Certificate Holder is an Additional Insured on General Liability policy, but only to the extent provided in the Additional Insured endorsement.

CERTIFICATE HOLDER

City of Santa Fe

200 Lincoln Ave
Po Box 909
Santa Fe NM 87504

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF SANTA FE

PROFESSIONAL SERVICES CONTRACT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and **YOUTHWORKS**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

IT IS AGREED BETWEEN THE PARTIES:

1. **Scope of Work.**

Program Categories	CYFD Priority Area
☐ Strengthening Families	Delinquency Prevention
☒ Intensive Community Monitoring	Alternatives to Detention
☐ Gender Specific ☐ Girls ☐ Boys	Gender Specific Services

A. The Contractor shall perform the following work:

1) Provide CYFD outlined services in Intensive Community Monitoring:

a. Serve 40 youth clients

b. Provide 40 youth clients with Intake/Assessment x $55.25 per youth

c. Provide 306 hours of Case Management x $40.00 per hour

d. Provide 136 hours of Family Support x $40.00 per hour

e. Provide 100 visits of Home Visit x $40.00 per hour

f. Provide 40 Discharge Plans x $63.75 per youth

2) Possible bi-monthly presentation to the Regional Juvenile Justice Board on the progress of the program.

3) Ensure as appropriate, that providers serving underserved communities e.g. American Indian/Alaska Native, Hispanic, and African American including

serving low to very low-income households are trained on racial equity, inclusion and responsiveness.

B. *Performance Measures.*

1) Contractor shall substantially perform the following based on Intensive Community Monitoring:

a. Decrease of five percent (5%) in negative criminal behavior;
b. Increase of five percent (5%) in grades, attendance and overall behavior in school
c. or educational setting;
d. Decreased number of contacts made with each client;
e. Number of clients who successfully complete the program requirements; and
f. Reduced recidivism six (6) months after exiting the program

C. *Deliverables:*

1) Monthly program invoices due by the 10th of each month

2) Completed CYFD Data Collection Log which includes:

a. Individualized Client ID

b. Activity Log

c. Youth Registry

d. Other Program Specific Measurements as outlined by CYFD

3) The receipt of the deliverables contemplated under this Agreement shall assist the City and Santa Fe Regional Juvenile Justice Board in obtaining its goal(s) as set forth in its Strategic Plan and program outputs.

2. Compensation.

A. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY21, up to a total of twenty-six thousand four hundred forty four dollars ($26,440.00).

B. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY22, up to a total of twenty six thousand four hundred forty four dollars ($26,440).

C. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY23, up to a total of twenty six thousand four hundred forty four dollars ($26,440).

D. The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work in FY24, up to a total of twenty six thousand four

hundred forty four dollars ($26,440).

E. The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed ($105,760.00).

F. Contractor must submit a detailed statement accounting for all services performed and expenses incurred. If the City finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the City that the services have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the City shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

3. Term.

THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Agreement shall terminate on **June 30, 2024** unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). In accordance with Section 13-1-150 NMSA 1978, no contract term for a professional services contract, including extensions and renewals, shall exceed four years, except as set forth in Section 13-1-150 NMSA 1978.

4. Termination.

A. Termination. This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. Except as otherwise allowed or provided under this Agreement, the City's sole liability upon such termination shall be to pay for acceptable work performed prior to the Contractor's receipt of the notice of termination, if the City is the terminating party, or the Contractor's sending of the notice of termination, if the Contractor is the terminating party; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor if the Contractor becomes unable to perform the services contracted for, as determined by the City or if, during the term of this Agreement, the Contractor or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of City funds or due to the Appropriations paragraph herein. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE City's OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.*

B. Termination Management. Immediately upon receipt by either the City or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the City; 2) comply with all directives issued by the City in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the City shall direct for the protection, preservation, retention or transfer of all property titled to the

City and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become property of the City upon termination and shall be submitted to the City as soon as practicable.

5. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City Council for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City Council, this Agreement shall terminate immediately upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the City proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor.

The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Assignment.

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the City.

8. Subcontracting.

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the City.

9. Non-Collusion.

In signing this Agreement, the Vendor/Contractor certifies the Vendor/Contractor has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the City.

10. Release.

Final payment of the amounts due under this Agreement shall operate as a release of the City, its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

11. Confidentiality.

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

12. Product of Service -- Copyright.

All materials developed or acquired by the Contractor under this Agreement shall become the property of the City and shall be delivered to the City no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

13. Conflict of Interest; Governmental Conduct Act.

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978.

C. Contractor's representations and warranties in Paragraphs A and B of this Article 12 are material representations of fact upon which the City relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the City if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the City and notwithstanding anything in the Agreement to the contrary, the City may immediately terminate the Agreement.

D. All terms defined in the Governmental Conduct Act have the same meaning in this section.

14. Amendment.

A. This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.

B. If the City proposes an amendment to the Agreement to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Agreement, pursuant to the termination provisions as set forth in Article 4 herein, or to agree to the reduced funding.

15. Merger.

This Agreement incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

16. Penalties for violation of law.

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

17. Equal Opportunity Compliance.

The Contractor agrees to abide by all federal and state laws and rules and regulations, and Santa Fe City Code, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with Section 38-3-1 (G) NMSA 1978. By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

19. Workers Compensation.

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the City.

20. Professional Liability Insurance. Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

21. Other Insurance

If the services contemplated under this Agreement will be performed on or in City facilities or property, Contractor shall maintain in force during the entire term of this Agreement, the following insurance coverage(s), naming the City as additional insured.

A. Commercial General Liability insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than $2,000,000 per occurrence and $2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

B. Business Automobile Liability insurance for all owned, non-owned automobiles, with a combined single limit not less than $1,000,000 per accident.

C. Broader Coverage and Limits. The insurance requirements under this Agreement shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the Named Insured. It is agreed that these insurance requirements shall not in any way act to reduce coverage that is broader or that includes higher limits than the minimums required herein. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor hereunder.

D. Contractor shall maintain the above insurance for the term of this Agreement and name the City as an additional insured and provide for 30 days cancellation notice on any Certificate of Insurance form furnished by Contractor. Such certificate shall also specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.

22. Records and Financial Audit.

The City or city contractor shall have the right, at reasonable times and at a site designated by the City, to audit financial expenditures of City grant funding, documents, files and records of the Contractor to the extent that the finances, documents, files and records related to costs or accuracy of reimbursement for outcome or deliverable. The Contractor shall give full and free access to all records to the City and/or their authorized representative. The Contractor shall maintain detailed records that indicate the date, nature and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. If offering Navigation Services, records must indicate that the City is the sole payor per client billed for. The records shall be subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

23. Indemnification.

The Contractor shall defend, indemnify and hold harmless the City from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event

that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the City.

24. New Mexico Tort Claims Act

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act

25. Invalid Term or Condition.

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

26. Enforcement of Agreement.

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

27. Notices.

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the City: [Julie Sanchez, Program Manager, 500 Market Station Suite 200, jjsanchez@santafenm.gov].

To the Contractor: [Melynn Schuyler, 1000 Cordova Pl., #415, Santa Fe, NM 87505, 505-989-1855, melynn@santafeyouthworks.org].

28. Authority.

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

29. Site Visits.

At any time during the contract period the director or designee of the COMMUNITY SERVICES DEPARTMENT may perform a site visit to contracted sites to review programming and meet with participants. Members of the oversight body will be informed and invited to participate, this may include community partners and program co-funders.

30. **Reporting.**

Grantees shall submit reports on the programmatic accomplishments made toward the goals of the grant agreement. Quarterly reports are due to the YOUTH AND FAMILY SERVICES DIVISION or COMMUNITY SERVICES DEPARTMENT Program Manager no later than the 10th of the month. Reports shall include the following:

A. Total Amount of funds received via the program invoice, amount of funds received that were expended for program via the program invoice; CYFD required activity log, youth registry and program specific measures; a weekly update report to Santa Fe Probation and Parole may also be required. Although not mandatory agencies or representatives may be required to attend the bi-monthly, RJJB meetings to report on program progress. Other reporting may be required as requested by DIVISION, DEPARTMENT or the BOARD.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

_____

ALAN M. WEBBER
MAYOR

DATE:_____

CONTRACTOR:
YOUTHWORKS

_____

NAME:
TITLE: Executive Director

DATE: 09/18/2020

CRS# 02-471161-00-6
REGISTRATION# City lic. # 222597

ATTEST:

_____

YOLANDA Y. VIGIL, CITY CLERK

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Sep 16, 2020 15:09 MDT)

_____

SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

_____

MARY T. MCCOY, FINANCE DIRECTOR
2230123.510340
Business Unit Line Item

City of Santa Fe

Real Estate Summary of Contracts, Agreements, Amendments & Leases

Section to be completed by department

1. Munis Contract # 3202277

Contractor: **YouthWorks**

Description: **Intensive community monitoring for youth who are at risk of juvenile offenses.**

Contract ◉ Agreement ○ Lease / Rent ○ Amendment ○

Term Start Date: **July 1, 2020** Term End Date: **June 30, 2024**

☐ Approved by Council Date: _____

Contract / Lease: **CYFD grant funded Intensive Community Monitoring program**

Amendment # _____ to the Original Contract / Lease # _____

Increase/(Decrease) Amount $ _____

Extend Termination Date to: _____

☐ Approved by Council Date: _____

Amendment is for:

2. **HISTORY** of Contract, Amendments & Lease / Rent - Please Elaborate (option: attach spreadsheet if multiple amendments)

3. **Procurement History:** **RFP 20/21/P**

Purchasing Officer Review: Date:

Comment & Exceptions: _____

4. **Funding Source:** **Juvenile Justice Fund** **Org / Object:** **2230123.510340**

Budget Officer Approval: Date:

Comment & Exceptions: _____

Staff Contact who completed this form: **Julie Sanchez** Phone # **955-6678**

Email: **jjsanchez@santafenm.gov**

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Youthworks

Procurement Title: RFP20/21/P

Procurement Method: State Price Agreement ☐ *Cooperative* ☐ *Sole Source* ☐ *Other* ☐ _____

Exempt ☐ *Request For Proposal (*RFP) ☒ *Invitation To Bid (ITB)* ☐ *Contract under 60K* ☒ *Contract over 60K* ☐

Department Requesting Community Services Staff Name Michelle Gurule

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☒	☐	Approved Procurement Checklist (by Purchasing)
☒	☐	Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
☐	☒	State Price Agreement
☒	☐	RFP
☒	☐	Evaluation Committee Report
☐	☒	ITB
☐	☒	Bib Tab
☐	☒	Quotes (3 valid current quotes)
☐	☒	Cooperative Agreement
☐	☒	Sole Source Request and Determination Form
☐	☒	Contractors Exempt Letter
☐	☒	Purchasing Officers approval for exempt procurement
☐	☒	BAR
☐	☒	FIR
☒	☐	Executed Contract, Agreement or Amendment
☒	☐	Current Business Registration and CRS numbers on contract or agreement
☒	☐	Summary of Contracts and Agreements form
☒	☐	Certificate of Insurance
☒	☐	All documentation presented to Committees
☐	☐	Other: _____

Julie Sanchez	Youth and Family Services Division Director	09/29/20
Department Rep Printed Name (attesting that all information included)	Title	Date

Purchasing Officer (attesting that all information is reviewed)	Title	Date

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*

City of Santa Fe

Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: YOUTH WORKS
DBA: YOUTH WORKS

Business Location: 1504 CERRILLOS RD
SANTA FE, NM 87501

Owner: GORDON BETANCOURT

License Number: 222597

Issued Date: December 30, 2019

Expiration Date: December 31, 2020

License Type: Business License - Renewable

Classification: Business Registration - Standard

Fees Paid: $35.00

YOUTH WORKS
1000 CORDOVA PL
SANTA FE, NM 87505

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERRABLE TO OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE

YOUTINC-03 BMARTINEZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/1/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0757776
HUB International Insurance Services (NMX)
518 8th Street
Las Vegas, NM 87701

CONTACT NAME:
PHONE (A/C, No, Ext): (505) 425-9325 FAX (A/C, No): (866) 538-1594
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Selective	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Youthworks, Inc.
1000 Cordova Place #415
Santa Fe, NM 87505

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR	X		S2305636	7/2/2020	7/2/2021	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 20,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 3,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 3,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO			S2305636	7/2/2020	7/2/2021	BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	$ 1,000,000
	[ ] EXCESS LIAB [ ] CLAIMS-MADE			S2305636	7/2/2020	7/2/2021	AGGREGATE	$ 1,000,000
	[ ] DED X RETENTION $ 0							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						[ ] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Commercial Property			S2305636	7/2/2020	7/2/2021		
A	Professional Liab.			S2305636	7/2/2020	7/2/2021		1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is additional insured as respects: YouthWorks Summer Meals Program 6/1/2020 - 8/15/2020

CERTIFICATE HOLDER

City of Santa Fe
PO Box 909
Santa Fe, NM 87504-0909

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACTION SHEET
ITEM FROM QUALITY OF LIFE COMMITTEE MEETING OF 10/21/2020
FOR CITY COUNCIL MEETING OF 10/28/2020

ISSUE:
Request for the Approval of Multiple Service Agreements in the Total Amount of ($3,749,652.00) for (Prevention and Intervention Services for the Youth of Santa Fe for three (3) years); (Multiple Vendors). (Julie Sanchez, jjsanchez@santafenm.gov and 505-570-7355)

COMMITTEE REVIEW:
Finance Committee: 10/19/20
Quality of Life Committee: 10/21/20
Governing Body: 10/28/20

QUALITY OF LIFE COMMITTEE ACTION: approved on consent

SPECIAL CONDITIONS OR AMENDMENTS:

SEND TO:
Governing Body

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON ROMERO-WIRTH	X		
COUNCILOR VILLARREAL	X		
COUNCILOR RIVERA	X		
COUNCILOR GARCIA	X		
COUNCILOR CASSUTT-SANCHEZ	X		

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

i. Request for the Approval of Multiple Service Agreements in the Total Amount of ($3,749,652.00) for (Prevention and Intervention Services for the Youth of Santa Fe for three (3) years); (Multiple Vendors). (Julie Sanchez, jjsanchez@santafenm.gov and 505-570-7355)

COMMITTEE REVIEW:
Finance Committee: 10/19/20
Quality of Life Committee: 10/21/20
Governing Body: 10/28/20

FINANCE COMMITTEE ACTION:
Approved on Discussion

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

Direction to staff to present Aspen report and additional info to Councilors

VOTE	**FOR**	**AGAINST**	**ABSTAIN**
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

City of Santa Fe, New Mexico
Memorandum

DATE: **September 29, 2020**

TO: **Alan Webber, Mayor and City Council**

VIA: **Mary McCoy, Finance Department Director**
Fran Dunaway, Chief Procurement Officer
Kyra Ochoa, Community Services Department Director

FROM: **Julie Sanchez, Youth and Family Services Division Director**

ITEM AND ISSUE:
Request for the Approval of Multiple Service Agreements in the Total Amount of $ (3,749,652.00) for (Prevention and Intervention Services for the Youth of Santa Fe for three (3) years); (Multiple Vendors); (Julie Sanchez, jjsanchez@santafenm.gov and 505-570-7355)

BACKGROUND AND SUMMARY:

The Children and Youth Commission is one of the City of Santa Fe's oldest standing committees, which was formed by Resolution and then Ordinance to serve in an advisory capacity to the City Council concerning policy recommendations related to child development and youth issues. The founding Ordinance stipulates that the Committee shall make funding recommendations to the City Council from the Children and Youth Commission Fund to support nonprofit organizations that provide programs and/or services to children and youth throughout the City of Santa Fe. The Commission in partnership with the County wishes to ensure that essential services, which include primary health care, access to basic material goods and services like food and shelter, mental health counseling and related crisis services, are available to our residents. This year and beyond, we also intend to more directly support the people in agencies who help Santa Feans navigate a complex, sometimes challenging system of care, and to strengthen that system by supporting agencies in tracking and collecting data to show the scope of our community need and our collective impact on that need.

The Commission works cooperatively with the Community Services Department and Youth and Family Services Division staff throughout the year and advises on how to effectively plan, coordinate or support health and human issues in our community. The Commission has completed the process to review and recommend funding for contracting with nonprofit organizations.

PROCUREMENT METHOD:

On March 6, 2020, RFP#20/21/P was issued through the Purchasing Office with an amended receipt date of April 10, 2020.

The Commission reviewed each request individually based on the following variables: complete proposal packet, program summary; data collection; collaboration, fiscal and organizational stability.

On April 29, 2020 the Commission, split into subcommittees made their final funding recommendation, which will be presented to the Quality of Life Committee, Finance Committee and Governing Body for FY 2021-23 **(Please reference Appendix A and B for recommendations and descriptions of programs being recommended for funding).** All contracts will expire on June 30, 2023.

CONTRACT NUMBER:

Multiple award recommendations were made by the Children and Youth Commission **(Please reference Appendix A for the Munis contract numbers)**

FUNDING SOURCE:

The funding source is:
Fund Name/Number: Children and Youth Fund/Fund 256
Munis Org Name/Number: Children and Youth/2560122
Munis Object Name/Number: Grants and Services/510400

ACTION REQUESTED:
The Community Services Department and the Youth and Family Services Division respectfully requests your review and approval**.**

APPENDIX A: Children and Youth Commission Recommended Funding for FY21-23

	Name of Nonprofit Organization	Name of Potential CYC Funded Program	Applicant Status	Tier Selected	Recommended Yearly Funding	Funding Category/Goal Area	MUNIS
1	Big Brothers Big Sisters Mountain Region	BBBS Mentoring SF	Previous Applicant	Tier II	$ 50,000.00	Early Childcare and Supplemental Education	3202188
2	Communities in Schools of New Mexico	CIS Site Coordinator	Previous Applicant	Tier II	$ 50,000.00	Early Childcare and Supplemental Education	3202189
3	Cooking With Kids	Cooking With Kids	Previous Applicant	Tier III	$ 20,000.00	Early Childcare and Supplemental Education	3202191
4	Esperanza Shelter	Seeds of Hope	Previous Applicant	Tier II	$ 37,000.00	Youth Wellness	3202192
5	Georgia O'Keeffe - Community Educators Network	CEN Out of School Time	Previous Applicant	Tier III	$ 37,000.00	Early Childcare and Supplemental Education	3202212
6	Gerard's House	Nuestra Jornada	Previous Applicant	Tier II	$ 80,000.00	Youth Wellness	3202193
7	Girls Inc.	Girls Inc. Experience	Previous Applicant	Tier II	$ 40,000.00	Youth Wellness	3202194
8	New Mexico Suicide Intervention Project	Youth Suicide Prevention	Previous Applicant	Tier II	$ 75,000.00	Youth Wellness	3202195
9	New Vistas	Early Intervention	Previous Applicant	Tier I	$ 20,000.00	Early Childcare and Supplemental Education	3202196
10	PIE - Fathers New Mexico	Fatherhood Services	Previous Applicant	Tier II	$ 30,000.00	Early Childcare and Supplemental Education/Youth Wellness	3202197
11	PIE - Parent Involvement Program	Strengthening Families	Previous Applicant	Tier III	$ 10,000.00	Youth Wellness	3202208
12	Santa Fe Recovery Center	Women and Children	Previous Applicant	Tier II	$ 40,000.00	Early Childcare and Supplemental Education	3202198
13	SFCC - Kids Campus	Mixed PreK Extend Day	Previous Applicant	Tier III	$ 70,000.00	Early Childcare and Supplemental Education	3202199
14	SFP - Breakthrough Santa Fe	Academic Enrichment	Previous Applicant	Tier III	$ 27,000.00	Early Childcare and Supplemental Education	3212201
15	SFPS - Adelante Program	Expanded Liaison	Previous Applicant	Tier II	$ 74,000.00	Early Childcare and Supplemental Education/Youth Wellness	3202202
16	SFPS - Restorative Justice Program	Restorative Justice	**New Applicant**	Tier III	$ 50,000.00	Youth Wellness	3202209
17	SFPS - Teen Parent Program	Teen Parent Program	Previous Applicant	Tier II	$ 96,328.00	Early Childcare and Supplemental Education/Youth Wellness	3202203
18	SITE Santa Fe	Art Education	Previous Applicant	Tier III	$ 35,000.00	Early Childcare and Supplemental Education	3202204
19	United Way of Santa Fe County	Family and Community	Previous Applicant	Tier II	$ 80,000.00	Early Childcare and Supplemental Education	3202205
20	Youth Shelters and Family Services	Homeless Youth Project	Previous Applicant	Tier II	$ 100,000.00	Youth Wellness	3202206
21	YouthWorks	YouthWorks	Previous Applicant	Tier II	$ 48,556.00	Youth Wellness	3202207
	Innovation Fund				$ 100,000.00		
	Unite Us Licenses				$ 20,000.00		3202210
	Data Consultant				$ 60,000.00		
				Total:	$ 1,249,884.00		

Tier Definition:

Tier I will focus on safety net services delivery, e.g. # of individuals served with units or items of service delivery such as food, clothes, hours of counseling, etc. and **sending and closing referral loops**.

Tier II will focus on not only on safety net services delivery and closing referral loops but also on **screening and navigation services**. Tier II respondents will screen for needs and connect individual clients to safety net services and navigate them to other priority community services.

Tier III will focus on services only. Organizations would be required to allow a city; county or partner agency navigator to be present if a need arises or participate in events for outreach and to collaborate when appropriate.

City of Santa Fe

Real Estate Summary of Contracts, Agreements, Amendments & Leases

Section to be completed by department

1. Munis Contract # **Appendix A**

Contractor: **Various Non-profit Providers see Appendix A**

Description: **Children and Youth Commission recommended youth services for FY21-23**

Contract [x] Agreement [ ] Lease / Rent [ ] Amendment [ ]

Term Start Date: **07/01/2020** Term End Date: **06/30/2023**

[ ] Approved by Council Date: _____

Contract / Lease: **CYC recommended services for FY21-23**

Amendment # _____ to the Original Contract / Lease # _____

Increase/(Decrease) Amount $ _____

Extend Termination Date to: _____

[ ] Approved by Council Date: _____

Amendment is for:

2. **HISTORY** of Contract, Amendments & Lease / Rent - Please Elaborate (option: attach spreadsheet if multiple amendments)

3. **Procurement History:** **RFP # 20/21/P**

Fran Dunaway (Oct 5, 2020 10:02 MDT) — Oct 5, 2020

Purchasing Officer Review: Date:

Comment & Exceptions: awards form RFP #20/21/P CYF closed 4/7/20

4. **Funding Source:** **Children and Youth Fund** **Org / Object:** **2560122.510400**

Alexis Lotero — Oct 5, 2020

Alexis Lotero (Oct 5, 2020 09:02 MDT)

Budget Officer Approval: Date:

Comment & Exceptions: _____

Staff Contact who completed this form: **Julie Sanchez** Phone # **505-955-6678**

Email: **jjsanchez@santafenm.gov**

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Various Nonprofit Providers see Appendix A

Procurement Title: RFP 20/21/P

Procurement Method: State Price Agreement ☐ *Cooperative* ☐ *Sole Source* ☐ *Other* ☐ _____

Exempt ☐ *Request For Proposal* (RFP) ☒ *Invitation To Bid (ITB)* ☐ *Contract under 60K* ☐ *Contract over 60K* ☐

Department Requesting Community Services Staff Name Julie Sanchez

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☒	☐	Approved Procurement Checklist (by Purchasing)
☒	☐	Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
☐	☒	State Price Agreement
☒	☐	RFP
☒	☐	Evaluation Committee Report
☐	☒	ITB
☐	☒	Bib Tab
☐	☒	Quotes (3 valid current quotes)
☐	☒	Cooperative Agreement
☐	☒	Sole Source Request and Determination Form
☐	☒	Contractors Exempt Letter
☐	☒	Purchasing Officers approval for exempt procurement
☐	☒	BAR
☐	☒	FIR
☒	☐	Executed Contract, Agreement or Amendment
☒	☐	Current Business Registration and CRS numbers on contract or agreement
☒	☐	Summary of Contracts and Agreements form
☒	☐	Certificate of Insurance
☒	☐	All documentation presented to Committees
☐	☐	Other: _____

Julie Sanchez — Youth and Family Services Division Director — 09/29/20

Department Rep Printed Name (attesting that all information included) — Title — Date

Fran Dunaway (Oct 5, 2020 10:02 MDT)

Purchasing Officer (attesting that all information is reviewed) — Title — Date

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*

APPENDIX B – FY21-23 Children and Youth Proposal Summaries

1. BIG BROTHERS BIG SISTERS MOUNTAIN REGION

Big Brothers Big Sisters Mentoring, Santa Fe: One-to-one mentoring provides children in Santa Fe facing adversity with a change to overcome challenges through strong, long-lasting, high quality, professionally supported one-to-one mentoring relationships with caring volunteer mentors.

Yearly service projections (unduplicated): Provide services to 600 participants ages 5-18

2. COMMUNITES IN SCHOOLS (CIS) OF NEW MEXICO

CIS Site Coordinator Project: CIS places full time, social-worker trained Site Coordinators in high poverty public schools to serve students in need. Site Coordinators work with school and community stakeholders to conduct a needs assessment and deliver supports that lead to improvements in attendance, academics, behavior family engagement and basic needs.

Yearly service projections (unduplicated): Provide services to 150 participants ages 3-18

3. COOKING WITH KIDS, INC

Cooking with Kids Santa Fe: Cooking with Kids educates and empowers children and families to make healthy food choices, CWK's hands-on-food and nutrition activities allow students to explore, prepare and enjoy, affordable foods from diverse cultural traditions.

Yearly service Projections (unduplicated): Provide services to 4950 participants ages 4-13

4. ESPERANZA SHELTER, INC

Seeds of Hope Children's Program: Therapists and Life Skills Coordinators work with children to access trauma and depression in children who have experienced domestic violence. The program is designed to help youth heal from trauma and build resilience.

Yearly service projections (unduplicated): Provide services to 50 participant's ages 0-18

5. Georgia O'Keeffe – COMMUNITY EDUCATORS NETWORK

Out of School Time Programs: SFCEN Partners, including museums, gardens, environmental organizations, and others, will provide high quality out of school time programs after school and in the summer to reduce the gaps in summer learning loss and provide more equitable access to community resources, to help children and youth succeed in school and graduate.

Yearly service projections (unduplicated): 25 participants ages 5-13

6. GERARDS HOUSE

Nuestra Jornada (Our Journey) & Semicolon group: Nuestra Journada is a weekly immigrant support group for Latino immigrant students in Santa Fe schools who are grieving the death of—or separation from—a parent or family member. Semicolon group-suicide-prevention addressing youth attempted suicide and those who have contemplated suicide, this weekly peer support group is a collaboration between Gerard's House and the Sky Center/New Mexico Suicide Intervention Project.

Yearly service projections (unduplicated): Programming to 200 participants (Nuestra) and 30 participants (Semicolon) ages 4-21

7. GIRLS INC.

Girls Inc. Experience: The program improves the mental and physical health of low-income, underserved girls in Santa Fe and provides education and career opportunities by giving girls the knowledge, skills, and confidence they need to overcome the gender, economic and social barriers they face.

Yearly service projections (unduplicated): 500 participants ages 5-18

8. NEW MEXICO SUICIDE INTERVENTION PROJECT/SKY CENTER

Youth Suicide Prevention Services: Our purpose is saving young lives from hopelessness, fear, anxiety, isolation and suicidal risk. We believe in a life affirming approach, connecting vulnerable children and young people to their family, school and community.

Yearly service projections (unduplicated): 515 participants ages 0-21

9. NEW VISTAS

Early Intervention Program: Assists children from birth to three who are at risk for developmental delays through the provision of home and community based early intervention services. These services are provided to both the child and the family as a whole and help to support strong families, positive early learning experiences and good health for infants and toddlers enrolled in the program.

Yearly service projections (unduplicated): 300 participants ages 0-3

10. PIE – FATHERS NEW MEXICO

Fatherhood Services: Fathers New Mexico provides Dad's groups and case management for dads. Programming supports development needs of children, tools for conflict management and parenting skills. Navigation will include education options, employment, money management, child support, etc.

Yearly service projections (unduplicated): 50 participants ages 13-21

11. PIE – PARENT INVOLVEMENT PROGRAM

Parent Involvement Program (PIP): Program for teenage youth and their families. Youth are referred by Teen Court of Santa Fe County, SFPS Counselors, and school based therapists after involvement in alcohol or other drug related offenses. This program consists of youth and parent sessions that utilizes the evidence-based Strengthening Families Program curriculum. ***Partially CYFD funded.***

Yearly service projections (unduplicated): 200 participants ages 10-17

12. SANTA FE RECOVERY CENTER

Women and Children's Program: SFRC Women and Children's Program: Navigation program to support Women and Children currently receiving inpatient recovery services.

Yearly service projections (unduplicated): 60 participants ages 0-3

13. SFCC – KIDS CAMPUS

Mixed PreK Extended Day Early Childhood Education: Kids Campus continues to build a continuum of excellance in learning and development opportunites for infants and toddlers that allows children with the highest needs to progress through a program that is proven effective and is a coordinated system that is child-centered, developmentally appropriate and based on data, research and best practice.

Yearly service projections (unduplicated): 16 participants ages 3 and 4.

14. SFP – BREAKTHROUGH SANTA FE

Academic Enrichment School Year and Summer Program: Breakthrough Santa Fe (BTSF) is a year-round, tuition free, college access program for motivated, underserved middle and high school students from SFPS. Part of a national collaborative of 25 Breakthrough sites, BTSF provides extra tutoring, intensive college and financial aid counseling and one-on-one family support to our students,.

Yearly service projections (unduplicated): 213 participants ages 12-18

15. SFPS – ADELANTE PROGRAM

Expanded Liaison Project: Adelante staff provides direct services and navigation services to students, youth and families who are experiencing homelessness in Santa Fe County. Services provided by liaisons include access to affordable housing, access to food, clothes, and school supplies, links to academic support such as

tutoring and mentoring, and links to outside agencies to ensure physical, behavioral, and mental health needs can be met.

Yearly service projections (unduplicated): 166 participants ages 0-18

16. SFPS RESTORATIVE JUSTICE PROGRAM

Restorative Justice Program: Expansion of programming into grades K-9 to improve and strengthen student-teacher relationships and create safe, compassionate elementary schools.

Yearly service projections (unduplicated): 1000 participants ages 6-13

17. SFPS TEEN PARENT CENTER

Teen Parent Program: Intensive navigation services for teen parents that assist their health and academic needs, includes referrals to appropriate agencies such as: health and nutrition services, social services, relationship support services, post-secondary institutions and job readiness services.

Yearly service projections (unduplicated): 50 participants ages 14-21

18. SITE SANTA FE

Art Education Programs for Youth: Structured, high quality and engaging art programming supporting middle school and high school students that build self-confidence, learning skills, and encourage critical thinking. Programming is targeted to local schools and communities whose youth are underserved by art education opportunities, are at-risk due to poverty and other socio economic reasons, and who are typically underrepresented in the world of contemporary art.

Yearly service projections (unduplicated): 1000 participants ages 10 to 21

19. UNITED WAY OF SANTA FE COUNTY

Family and Community Connections: Provides full-day/full-year dual language PreK and Early Learning Programming to families in Santa Fe.

Yearly service projections (unduplicated): 102 participants ages 3 and 4

20. YOUTH SHELTERS AND FAMILY SERVICES

Homeless Youth Project (HYP): HYP provides supportive services for teens and young adults residing in the Transitional Living Program (TLP) apartments and the Supportive Transitions to Adulthood through Rapid Rehousing (STAR) apartments. The goal of HYP is to offer a path to sustainable and secure independent living for homeless, runaway, and in-crisis youth in Santa Fe. Youth are provided housing for

up to two years while they gain education, workforce opportunities, and life skills so they can live independently upon exit from the programs.

Yearly service projections (unduplicated): 50 participants ages 17 – 21

21. YOUTHWORKS

Education Re-engagement Program: Provides safety net services to assist youth in-need of re-entering the education system from exiting juvenile detention or transitioning from being 'disconnected' while being provided tutoring, family services, and workforce preparedness.

Yearly service projections (unduplicated): 50 participants ages 12 - 21

City of Santa Fe
Children and Youth Commission
Strategic Plan FY21 and Beyond

December 23, 2019

CITY OF Santa Fe

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I. EXECUTIVE SUMMARY

The Children and Youth Commission (CYC) was formed by Resolution 1989 and is charged by the City of Santa Fe by an Ordinance in 1998 with surveying and assessing the needs of the children and youth within the city of Santa Fe, identifying and recommending to the governing body existing legislation, policies and programs that promote the healthy development of young people, determining priorities for program development, advocating in the community on behalf of children and youth, and planning short and long range improvements for young people, from birth through the age of twenty-one (21).

The Commission receives up to four percent of the gross receipts tax and administers funding to local nonprofits and Santa Fe Public Schools on a now three-year funding cycle at approximately $1.2 million annually (funding amount varies due to GRT fluctuations). The purpose of the fund is to support community programs that promote the healthy development of children and youth, ages birth to twenty-one (21). The Commission works in partnership with the City liaison of the Youth and Family Services Division to provide advice on ways to effectively plan, coordinate and support child and youth efforts in the Santa Fe community and present a plan to the governing body for approval.

In 2019, as part of an overall strategy to create effectiveness and efficiency in the funding and community work that comes out of the Youth and Family Services Division, the Santa Fe Regional Juvenile Justice Board successfully merged with the Children and Youth Commission. The Santa Fe Regional Juvenile Justice Board brings extensive knowledge on opportunity and juvenile justice involved youth as well as $198,000.00 in state Children, Youth and Families Department (CYFD) Juvenile Justice Prevention funding.

The newly merged Commission strives to see positive results in the lives of community members—including improved health, improved behavioral health, improved sense of safety, and more equitable access to the kinds of opportunity that allow all constituents to achieve their full potential. The Commission is working towards affecting the overall health, safety, and quality of life of all children in Santa Fe. During the FY20 Children and Youth Commission Strategic Planning Retreat, the Commission in partnership with the Data Consultants reviewed current assessments and up-to-date data within the youth services field and compared, revised and realigned their core priorities for funding. A new strategy was adopted to address some of our community's most urgent needs. This strategy is navigation services based on the Accountable Health Community model and screening for needs related to the social determinants of health. The Accountable Health Community model is a well-coordinated system of care, which is crucial for those who seek access to safety net services to allow youth and their families to thrive. The community model is made up of many youth and adult health and human service providers brought into alignment, not only by their desire to help clients and patients, but also by local funders and our alignment. The Commission and Community Services Department values people served by the system we create, having a voice in shaping and impacting the services they need.

In 2019, the newly merged Children and Youth Commission developed a strategic plan framework, referred to as the "Ends Framework" (see page 7), as well as collaboratively created Shared Values, Guiding Principles, Vision and Mission Statement as outlined below.

SHARED VALUES

Connection	Imagination	Compassion
Equity	Gratitude	

GUIDING PRINCIPLES

These will lead the CYC in ANY situation that may arise. They influence performance, drive behaviors, and are ESSENTIAL in decision-making. These are front and center during every meeting, so Commissioners can refer back to them and make sure they are following them in all the work they do.

1. We believe in **connection**, therefore we will work collaboratively to make decisions to benefit our community
2. We believe in **connection**, therefore we will listen to and integrate feedback from agencies we work with and the community.
3. We believe in **equity**, therefore we will work to eliminate barriers to opportunity and value every voice at the table.
4. We believe in **equity**, therefore we will learn about disparities in our communities to promote fairness and address discrimination.
5. We believe in **imagination**, therefore we will seek creative and innovative solutions.
6. We believe in **imagination**, therefore we will think beyond what has been done previously.
7. We believe in **gratitude**, therefore we will celebrate successes.
8. We believe in **gratitude**, therefore we will be thankful for the strengths and diversity of our community.
9. We believe in **compassion**, therefore we will acknowledge hardship and meet people where they are at.
10. We believe in **compassion**, therefore we will respect differences, listen to each other, and hold the people we serve in mind.

Vision: A connected community where all children and youth have support and opportunity to thrive.

Mission: We advocate for and provide resources to organizations and community projects. Together we creatively address barriers that result in outcomes by engaging children, youth, and families in Santa Fe.

The Children and Youth Commission is pleased to present the annual Strategic Plan for 2019-2020 which reflects key decisions made in the annual strategic planning session held in the fall of 2019, as well as builds upon the planning efforts of the 2016, 2017 and 2018 Children and Youth Commission that outlined a strategic framework focused on two priority areas including:

1. Early Childcare and Supplemental Education
2. Youth Wellness

The CYC Strategic Plan also presents key goals for the commission for FY20 and beyond.

Acknowledgments

The City of Santa Fe wishes to thank the members of the Children and Youth Commission who helped to create this plan and who serve as volunteers to implement the plan throughout the year.

Children and Youth Commission Members

Joanne Lefrak, Co-Chair
Richard Lindahl, Co-Chair
Lisa Salazar, Vice Chair
Jennifer Romero, Vice Chair
Deacon Anthony Trujillo
Andrea Sandoval
Crystal Ybarra
Heather Smallwood
Judge Mary Marlow Sommer
Tommy Rodriguez
Mark Dickson
Joseph Jordan-Berenis
Gus Martinez

Children and Youth Commission Non-Voting Members

Chief Andrew Padilla
Teya Martinez

Youth and Family Services Division Staff and Consultants

Kyra Ochoa, Community Services Department Director
Julie Sanchez, Interim Youth and Family Services Division Director/Program Manager
Maria Perez, Democracy Unlimited LLC, Strategic Planning Consultant
Natalie Skogerboe and Arianna Trott, Aspen Solutions, Data Development Consultants

II. STRATEGIC FRAMEWORK

A. Overarching Issues

The Children and Youth Commission adopted the Ends Framework to provide a structure for establishing funding priorities and making funding decisions. The rationale for using this framework is that it addresses some of the overarching issues that have limited the degree of our impact in the past.

The overarching issues that the framework will help to address include the following:

- Improved structure on the rationale for establishing funding priorities;
- Setting targets for continuous improvement on shared goals with community partners and other funders;
- Focusing efforts on continuous improvement and increased impact;
- Providing a mechanism for sustaining efforts over time irrespective of changes in leadership or staffing;
- Using a common language around population and performance accountability; and
- Committing to support data collection and analysis capacity within the City and with grantees to measure and report success over time.

B. Children and Youth Commission Role/Value Proposition

At the strategic planning retreat, Committee members were asked "What does/should it look like when we are doing our best work?" The following is a compilation of ideas shared that help to define the committee's role and their potential value to the community.

OUR CAUSE/TARGET POPULATION SERVED	OUR ACTIONS	OUR IMPACT
• Children and youth 0-21 including those most at need (poverty, lack of opportunities, struggling with school or mental or physical health challenges • Children and youth throughout all parts of the city • Youth at risk for juvenile offenses	• Funding that is focused on improving the quality of life for children and youth • Support youth programs throughout the City especially where there is greatest need • Have the best interest of children and youth at the forefront • Focus on accountability to results • Assist community providers with the technical support they need to collect and analyze data to improve outcomes for youth • Streamlined and more efficient funding process and administration • Adequate RFP support • Alignment with other funders on shared goals • Support of programs that help kids read and have more enrichment opportunities • Work with stakeholders, funders and partners to foster coordination and alignment as it relates to the Mission of the commission • Review of programs and services to align with outcomes • Provide leadership and technical assistance on best practice models • Work with the governing body to receive direction and guidance as brought forth by the commission through their strategic plan • Ensure the program is true to missior and serve children most in need	• Leveraged resources and more effective and impactful services • Clearer focus and increased contribution to turn the curve on specific community issues • A broader and deeper impact through improved collaboration • Enhanced capacity of organizations to get funding from other resources • Quality contract management and oversight • Better outcomes for Santa Feans through collective impact where possible • Improved outcomes (both short and long-term outcomes for the populations served) • Enhanced capacity of organizations to demonstrate their contributions and continuous improvement in performance to help Santa Fe children and youth • Deeper understanding of what is happening in our community will help us better respond to those needs • Governing body is informed and prepared to discuss impact of funding allocated.

C. Ends Framework

The purpose of the Children and Youth Commission Fund is to support community programs that promote the healthy development of children and youth, ages birth to twenty-one (21). The Children and Youth Commission identified two categories based on an analysis of critical community needs as directed in the Ordinance.

The chart below is the Ends Framework adopted by the Children and Youth Commission for FY20 and beyond.

Funding Category	Priority Indicators/Desired Results
Early Childcare and Supplemental Education	**Indicator:** **1.** % 3-5 yr. old Pre K Enrollment **2.** % Increase in 7 Pre-K Domains: NM Pre-K Observation Assessment; KOT **3.** High School Graduation Rate **4.** Outside of school, I am involved in music, art, literature, sports, or a hobby **5.** At my school, a teacher or other adult who believes I will be a success **6.** Habitual Truancy **Outcome:** ● Children 0-4 meet developmental milestone and are ready for kindergarten **Outcome:** ● Children and youth succeed in school and graduate
Youth Wellness	**Indicator:** **1.** % Teen Pregnant with Prenatal Care in the First Trimester **2.** Rate of Babies Born to Adolescents Per 1K (ages 15-17) **3.** Skipped School because of Safety Concerns **4.** % of Youth 19-21 Not in School or Working **5.** Juvenile Arrests per 1K (ages 10-17) **6.** Housing Instability Percentage <u>Mental Health</u> **7.** Youth Depression **8.** Youth Attempted Suicide (9-12 grade) <u>Alcohol Use</u> **9.** Current Alcohol Use **10.** Reported Binge Drinking (Past 30 Days) <u>Other Substance Use</u> **11.** Current Use of Painkillers to get High **12.** Current Methamphetamine Use **13.** Current Heroin Use **14.** Tried Marijuana for the First Time before age 13 **Outcome:** ● Youth are mentally and physically healthy **Outcome:** ● Youth are re-engaged in traditional or non-traditional academic pathways

**A further data breakdown, which includes Opportunity Youth is found on page 16; appendix A

D. Community-wide Challenges

The following chart outlines the CYC's funding priority areas with a description of the challenges that the commission seeks to address in collaboration with community partners. The first column shows the four CYC funding categories; the second column describes the community-wide challenges that have been identified as critical needs in each area.

Turning the curve on population level indicators cannot be accomplished by one organization, but will take the combined efforts of many partners and community members. The Children and Youth Commission is looking to partner with and support organizations, institutions and community members that would like to contribute toward the collective effort to improve the community outcomes and indicators, especially for the most vulnerable populations.

Community-wide Challenges (2019)

Funding Category and Outcome	Community-wide Challenge: How we are doing as community on child and youth outcomes?
Early Childhood and Supplemental Education *Outcome: Children 0-4 meet developmental milestones and are ready for kindergarten.* *Outcome: Children and youth succeed in school and graduate*	• The percent of women receiving prenatal care in the first trimester has decreased from 76.1% in 2015 to 65.9% in 2017. • Only half of all four-year olds were attending PreK or Head Start in 2014. In 2017, only 26% of need was met for PreK slots (NMECDP). • Population data are currently not available on children 0-4 meeting developmental milestones. Proxy data from the NM Kindergarten Observation Tool on the seven domains, and statewide data has yet to be released. *Updated data TBD from the Santa Fe Data HUB.* • Evidence-based early intervention/education efforts are shown to make a difference in ensuring that young children are nurtured and better prepared to learn and succeed in school. However, Santa Fe does not have access to universal 3- and 4-year old early childhood education or universal home visiting. There remains a shortage of quality full-day programs with before- and aftercare that working families need. • The four-year graduation rate in 2017 was 68.9%, down slightly from the 71.3% rate in 2016. However, the graduation rate trend has increased over time from the rates in 2009 through 2013 that ranged at or below 60%.In 2018, graduation rates for high schools in Santa Fe ranged from 38.1% to 87.6%. • The SFPS district wide truancy rate was 29.3% in the 2017-2018 school year.

Youth Wellness *Outcome: Youth are mentally and physically healthy* *Outcome: Youth are re-engaged in traditional or non-traditional academic pathway*	• A significant number of youth are struggling with mental health issues. As of 2016-2017 48.9% of youth statewide age 3-17 had an issue with accessing mental health care (National Survey of Children's Health). Almost 40% of High School Youth in Santa Fe struggle with depression (39.8%, YRRS 2017), and 8.8% report attempting suicide in the past year (YRRS 2017). *2019 YRRS data was just collected and will be released in 2020.* • As of 2017 there has been a decrease in the rate of alcohol and some drug use among youth. For example, binge drinking decreased from 14.6% in 2015 to 10.9% in 2017. However, youth substance use continues to be a concern and it is linked with other risky behavior. Marijuana use has increased from 25.3% in 2015 to 27.3% in 2017; painkiller and heroin use has decreased; but inhalant and cocaine use increased from 4.5% to 5.1%. While reported painkiller and heroin use is down, youth at high risk for drug use continue to be those unstably housed, transgendered or gender non-conforming and youth identifying as LGBT (2017 YRRS). *2019 YRRS data was just collected and will be released in 2020.* • In 2016, 24.8% of children in Santa Fe County were living in poverty. As of 2017 that number has decreased to 18.2%. Meal gaps exist including on weekends, holidays and summer for families with high rates of food insecurity; 12.6% of Santa Fe residents report having insufficient food, 2016. • Though more students are graduating high school overall, there has been a downward trend in the number of youth pursuing college or certificate programs, as well as an equity gap in post-secondary enrollment for males and Hispanic females. • Chronic truancy is considered a predictor for adolescents dropping out of school and in the 2017-2018 school year 29.5% of students were chronically truant. • The number of disconnected youth living in Santa Fe County has increased, with 1 in 6 of teens and young adults now disconnected from school or work (Santa Fe Community Baseline Report, 2016). Engaging students to stay in school and graduate with a pathway to college or a career (through certification, alternative education or job training) continues to be a significant challenge. • In 2017 61% of disconnected youth were not enrolled in school, and not taking high-school equivalency coursework. Of this subpopulation, 26.9% were between the ages of 14-18. The largest challenges related to school for respondents were housing insecurity, inadequate transportation, other family responsibilities, poor grades, or having to work rather than going to school (Reconnecting Youth Survey). • The incidence of juvenile arrest in Santa Fe County has steadily declined since 2011 with crimes by youth ages 12-17 dropping from 1,141 to 810 in 2017.

Data Sources: Further data and details about community-wide needs for children and youth can be found in the Santa Fe Community Baseline Reports for Early Childhood, K-12, and Re-engagement of Disconnected Youth, developed by the Opportunity Santa Fe Backbone team in 2016, as well as NM PED and SFPS data reports, the

Youth Risk and Resiliency Survey 2017, the Reconnecting Youth Survey and CHRISTUS St. Vincent Regional Medical Center Community Health Needs Assessment. 2019 YRRS data was just collected and will be released in 2020.

E. FY20 Data Development Agenda

Reliable and valid data collection has been a challenge for many of the CYC grantees to collect. The Data Development Project was initiated to support CYC grantees with collecting data to show program impact. The Results Based Accountability (RBA) framework and methodology was used to look at the quality and efficiency of these services. Three simple questions are posed to get at the most important performance measures:

- How much did we do?
- How well did we do it?
- Is anyone better off?

The CYC contracted with Aspen Solutions to complete the final phase of the CYC data project which took approximately three years, and all of the CYC grantees received consultation around RBA performance measures and data development support. Although performance measures were put in place, a data system was still lacking to track outcomes and trends. As of late 2019 the Human Services Committee contracted with a software company, Unite Us to track the navigation of clients from interaction, referral to outcomes all within a simple to use system. The CYC grantees will be using this system in FY21.

Unite Us is a system that builds and scales a coordinated care network; proactively identifies service gaps and at-risk populations; tracks outcomes in real-time and views client progress in meeting needs; and can determine what works and review the impact of community interventions.

The CYC is dedicated to continuing its data project to assist agencies with both the transition into the new software system as well as to continue building baselines and tracking performance measures. Funded agencies will continue to receive these services from the CYC Data Consultant free of cost.

III. RATIONALE FOR DISTRIBUTION OF FUNDS

The following section outlines the recommendations from the Children and Youth Commission related to the rationale for distributing CYC Funds. The Commission adopted the following starting in the FY21-24 funding cycle:

- Grant year expanded to an additional year of funding, total grant cycle would be 3 years v. 2 years in the previous funding cycle
- Alignment of funds to the current CYC outcomes and indicators as outlined in the Ends Framework
- Continued funding of an Innovation and Small Grant Fund to support special projects at lower funding level, with streamlined application and reporting requirements
- Navigation and grantees joining the navigation network as a strategy on getting youth connected to the services they need to thrive in the community; a tiered funding strategy needs to be developed to insure services are funded and delivered appropriately
- Priority given to programs or projects that address equity by serving those who are underrepresented and/or have struggled to access services and opportunities or address a service gap, and to programs or projects that collaborate with other non-profit organizations

A. Expanded Grant Cycle

Commission members adopted a three (3) year funding cycle in order to create a better opportunity to collect and analyze data over a longer period. This grant alignment allows funding to follow other funders in the community as well as annual assessments that are released on three-year cycles.

B. Innovation and Small Grant Fund

Commission members implemented a new Innovation and Small Grant Fund in 2017-2018 to support special projects that promote healthy child and youth development and resiliency but may not meet all requirements for CYC funding in priority funding categories. Funding will continue in the new grant cycle. Organizations can apply for smaller grants of either $2,500 or $5,000 to support innovation through a separate and streamlined RFP with fewer application and reporting requirements, allowing them to maximize the use of funds toward program innovation. The Innovation and Small Grant Fund has a priority deadline but also remains open throughout the two-year cycle to allow CYC to respond to emerging opportunities throughout the year.

C. Navigation Strategy, Results Based Accountability and Tiered Service Delivery

Over the past 2 years grantees of Children and Youth Commission funding have delivered an array of services and programs including but not limited to behavioral health interventions, food distribution, supplemental education classes, trauma intervention and employment programming. At the heart of these services is provision of safety net services and navigation to other needed services. When people get the help they need, we expect that we will see improved health outcomes. “Navigators”—or the people helping individuals through the system—are key to success. Over the last 2 years of the data project, we have seen initial results of the work of the safety net and the navigators working within it: increases in permanently housing the homeless, reduction of habitually truant children and youth, increased participation

in afterschool activities, and a reduction of symptoms associated with PTSD and depression, for example. In joining in a strong referral network system using RBA and navigation based services, we can track client outcomes and continue making progress for the people being served. A tiered service delivery system is being developed, while possibly modeled after the Human Services Committee funding the complexity of serving the youth population requires additional thought and consideration. Once completed the tiered system will be included in the strategic plan as an amended appendix.

Results Based Accountability
To ensure that funding is having a direct impact on the overall well-being of families and individuals within the community, the Children and Youth Commission uses Results-based Accountability (RBA) Framework and End/Results with Community Indicators. RBA is simple, intuitive and rooted in common sense. It is a process which communities, agencies and teams can use to focus on results/outcomes to make a positive change for communities and clients. RBA drives continuous improvement in teams, programs and agencies through a variety of means. As a strategic planning tool, it keeps us focused on always doing better than our own past performances.

Population accountability is about improving the quality of life for a whole population that is defined by geography and/or characteristics.

Other key aspects of population accountability:

- No single agency or program is responsible for population health, but the more we agree on strategies and coordinate our efforts, especially in a City the size of Santa Fe, the more we can hope to improve the condition of our population.

Performance accountability is about the client results/outcomes that are being achieved by a program, agency or service system. With performance accountability, we ask:

- How much did we do?
- How well did we do it?
- Is anyone better off?

D. Priority to Projects Addressing Disparities and Gaps

Priority is given to projects that address equity by serving those who are underrepresented and/or have struggled to access services and opportunities. For example, data show that a growing number of Santa Feans have obtained health insurance over recent years (CHRISTUS St. Vincent Community Health Needs Assessment, 2019). However, there is evidence that some sub-groups and neighborhoods continue to have a high number of uninsured children, youth and families. Organizations that seek to address this inequitable access to opportunity and services would be prioritized for funding in order to direct resources to areas of greatest need. Another example of funding prioritization might be to organizations that demonstrate quality programs and results and increase “Out of School Time (OST)” opportunities for children and youth from high-poverty neighborhoods and schools.

E. Rationale for Funding Decisions

Funding Decisions Based on Performance Results

The Children and Youth Commission members recommend that funding be awarded to grantees that demonstrate excellence on the CYC funding criteria. The criteria includes the following:

- Alignment with the City Children and Youth Commission priority outcomes and indicators as outlined in the Ends Framework and RFP
- Demonstration of a plan to address disparities, gaps and report on results
- Demonstration of performance accountability for services they provide (e.g. data on how children or youth are better off as a result of the service provided)
- Prior history on grants awarded over the past funding years including on-time reporting, progress on performance measures, appropriate and timely use of past awards
- Effectiveness of collaboration with other non-profit organizations, partners and the City Youth and Family Services Division
- Project budget rationale
- Qualifications of personnel
- Completion, timeliness of application materials

A revised RFP and scoring rubric will be used to score applicants on the criteria above and funding amounts will be awarded according to the formula below. The chart below is based on 100-point total score on criteria and is flexible per funding needs:

Final Approved Funding Matrix for FY21

Evaluation Score Range	Evaluation Score Range Level	Project/ Program Funding Ceiling
89 and above↑	High	Award ceiling $100,000 ↑
79 and above↑	Medium	Award ceiling $80,000 ↑
69 and above↑	Low	Award ceiling $60,000 ↑
<60	Below	No funding recommendations

- *Exception: Innovation and Small Grant fund awards would not be determined by above formula but determination is two set amounts, either $2,500 or $5,000.*
- *Criteria includes assessment of project budget (does budget make sense?)*
- *Assumption – City is supporting a higher level of funding for projects that align to priorities and support agencies with high potential to make an impact/contribute toward turning the curve.*

F. Analysis of Pros and Cons/Benefits and Concerns for Funding Rationale

Children and Youth Commission members identified the following potential benefits and concerns related to the new recommendations related to funding rationale.

Potential Benefits

- Structure and clearer guidance for distributing funds allows for increased consistency in funding decisions and amounts
- Improved transparency through pre-set funding amounts
- Increased impact in early childhood funding category
- Innovation and small grant funds help to decrease administrative burden on both City staff, CYC and nonprofit organizations who receive smaller grants
- Innovation and small grant fund creates a pipeline for future funding relationships

- Allows us to fund higher amounts to organizations that score higher on RFP (those who demonstrate progress on performance and outcomes, who serve underrepresented children and youth, etc.)
- Shift may result in some organizations who have been funded in the past to receive increased funding for projects that align with priorities and demonstrate results (RFP high scorers)

Potential Concerns and Ideas to Address Concerns

- Shift may result in some organizations who have been funded in the past to receive less or not receive funding in next cycle who do not align with new priorities or demonstrate results
    - Organizations may adapt future funding requests to areas where their services better align with CYC priorities
    - Some organizations may elect to apply for Innovation and Small Grant Funds
- Need to be aware of impact on areas that will experience a decrease in total amount of funding available in that area
    - Organizations may adapt future funding requests to areas where their services better align with CYC priorities
    - Some organizations may elect to apply for Innovation and Small Grant Funds
    - CYC will work with other funders to explore strategies to address gaps
    - Scores on proposals do not necessarily reflect the caliber or effectiveness of an organization's work. Therefore, smaller agencies that cannot afford to hire professional grant writers may be disproportionately penalized through this approach.

IV. CHILDREN AND YOUTH COMMISSION GOALS

A. FY21 and Beyond Goals

1. Increase our understanding of community needs and status of progress on priority indicators and our data development agenda.

2. Partner with funders to discuss and align funding priorities around shared goals.

3. Partner with non-profit organizations and partners/community members to expand the network to improve the coordination of the system of care and encourage collaboration.

4. Align the City's committees, commissions, and task force work where possible and increase communication and coordination on shared goals.

5. Develop and engage sub-committees for the Commission as needed.

6. Plan and implement professional development to prepare Commission members for policy and funding advisory roles and responsibilities.

7. Increase understanding of grantee services and shared learning from grantee performance measures/data collection by conducting site visits.

8. Present proposed CYC strategic framework, priorities, and rationale and framework for funding decisions to the Governing Body for input and refinement.

9. Work closer with community stakeholders and partners; create an inclusive Community Engagement plan to begin this work.

*Indicates agency has concerns about meeting contract deliverables/numbers/data for reporting
April 15, 2020

	Agency	Brief Update	Needs
CYC	*Adelante	- All staff are working from home - Directly working through e-mail and phone to serve clients with unmet needs. Continuing food distributions on Wednesdays - Challenges in reaching clients with phone or email. - Data collection and measurable outcomes may limited or skewed during this time.	Data reporting for final report will be limited (Same service online, need to change contract?)
CYC	Big Brothers Big Sisters	- Had to adjust our program processes since we heavily rely on face-to-face contact with and between program participants. We have also had a difficulty securing funds with the cancelation and postponement of multiple fundraising events. - Using virtual meetings/assessments/events.	These challenges we are experiencing should not impact our city contract.
CYC	*Breakthrough SF	- May need to alter summer 2020 programming, i.e. Switching to Online concerned about reimbursement due to program changes. - Unable to do pre-post math and reading tests for summer 2020 (Aspen to find out more). - Limited data will impact final report.	Same service online, need to change contract? Aspen to offer help with online pre-post surveys? Final report limited data, can they bill based on numbers served.
CYC	*CEN	- Providing materials for families to have education activities for kids at home - Funding activities (summer camps/afterschool) are cancelled	Want help measure new activities Need approval to relocate money for materials to families instead of in person activities
CYC	CIS	- Site Coordinators are unable to meet with students face to face. - Created a Family Strengths Support and Needs Assessment to better support families - reaching out via phone, google hangout, zoom, etc.	
HSC	*Coming Home Connection	- Lower numbers of in-home care giving and post-operation clients and no new referrals. - Our main innovation is to start a volunteer run phone service to call isolated seniors 4 or 5 times a week to check in that they are safe, and have what they need, and to have friendly conversation.	Reallocate $5,000 from deep cleaning grant to pay for telephone services.
CYC	Cooking with Kids	- Not able to teach final unit this year but met projected numbers in January – March. - Online and electric curriculum is available to families and schools. - Continuing to develop experiential learning activities at home.	
CYC	*Fathers NM	- No access to participants with school out and little success contacting them.	Will not reach numbers
HSC	Feeding Santa Fe	- Shifted to working with the Food Depot for the Thursday Drive thru (most volunteers are over 60/at risk). Very grateful for the collaboration.	No issues at this time.

*Indicates agency has concerns about meeting contract deliverables/numbers/data for reporting
April 15, 2020

		- Over the last 4 weeks an average of 2,300 people received food. - Collected and compiled mini surveys in March.	
CYC	*First Serve	- Suspended in-person services, proving online tutoring in Math, English, History, and Science as-needed - Concerned about skewed data on grades due to online instruction	Aspen to support by ensuring data tracking of online tutoring (Same service online, need to change contract?)
CYC	Gerard's House	- Trying to launch our groups virtually. One struggle is that they don't have parent/caregiver contact information - currently requesting this information from CIS. - Holding virtual support groups, social media art & self-care projects, mailing packages to families with activities, connecting families with basic needs	Not concerned about meeting numbers.
CYC	*Girls Inc.	- Transition to online programing, with approx. 60% participating. Hoping to collect surveys online and expand services to more girls. - Planning in case summer programming needs to be virtual. If use a virtual model, will not charge a fee due to the great need for services. - Focusing programming on SEL to support girls because fear is high	Switching to Online (Same service online, need to change contract?) Aspen to offer help with online surveys?
HSC	Kitchen Angels	- Challenges with personal protective equipment for volunteers including hand sanitizer and cloth masks. Additional expenses for safety of clients and volunteers, directly related to COVID. - Changed policies and procedures, hired additional staff to support admin and volunteer training. - Continued navigation, and increase demand for meals.	
HSC	*La Familia	- Lost Diabetes educator, unable to provide group services including cooking, CENA activities, diabetes education - Diabetes education and nutrition consults via phone visits, Pharmacy moving to curbside pick-up	Determine if they can bill for phone visits, pharmacy pick-ups? Will this need SOW change?
CYC	Las Cumbres	- Transitioning to telehealth and may see a decrease in numbers served due to access to internet or phone. - Purchased new telehealth accounts for all providers to support caseload. - Concerned about changes in data, decrease in performance measures and access to internet/phone.	
HSC	Life Link	- Continuing to provide services. - Had to move out of Inter Faith into their club house and have lost other relied-upon donations like lunches for outreach.	Could use help with a better tracking system for navigation clients.

*Indicates agency has concerns about meeting contract deliverables/numbers/data for reporting
April 15, 2020

		- Using flex funds to house most vulnerable and working with Food Depot for meal delivery	
HSC	*Literacy Volunteers	- Reduction in tutoring hours and individuals served. Have moved to some phone/zoom/online mtgs. Many students have limited internet/computer access. - New matches cannot take place and existing students often have trouble learning new concepts not being face-to-face. - Still able to work with 4 inmates at a time via distance session	Most tutors and students will not be physically meeting. This will make it difficult for students to make progress toward their educational goals. Reduced numbers of tutors, students and tutoring hours.
CYC	*MathAmigos	- May hold their teachers' workshop online but implementation is challenging. - Online workshops will be piloted, and booklets for teachers and families in English and Spanish being provided virtually to families and teachers.	No cost extension (?) for in person or online training at beginning of school year?
CYC	*NDI	- No longer providing in-person instruction. Instructors are working to post online programming to SFPS curriculum. - Post-survey data may not be collected	Switching to online programing Data reporting for final report will be limited
HSC	*New Mexico Immigrant Law Center	- All client interactions are now being conducted over the phone, and documents that the clients would usually sign in person are having to be mailed back and forth, which makes legal processes take longer - Conducting more consultations, screening, and pro se assistance online; keeping website and social media updated with information about how to access services	Will not reach the anticipated 21 new clients for Q4 since Solace is not referring clients.
CYC	New Vistas	- All staff are working virtually. This has disrupted some services for clients. Telehealth can be challenging due to increased demand on internet/wifi - Increased costs for supplies outlined in contract due to increases in prices or being out of stock. - Rolling out training for staff and contractors for new online case management system.	
CYC	*NMCTR	- Several challenges cancelled programming on March 23rd and partners have also cancelled programming. Except volunteers who assist with horse care. - Weekly check-ins and virtual support, this week starting videos for students to continue virtual programming. - Funding concerns denied grants due to funders saving funds, unable to host annual fundraiser. Concerned they will not be able to bill out for City contract. Applied for COVID-19 Relief fund at SFCF, and SBA Payroll Protection Plan	Can they still bill for the students they served this quarter? Videos? And/or BAR for taking care of the horses?
CYC IF?	Opportunity Santa Fe	- Transition to online meetings and trainings	Update from Julie?

		- Difficulty obtaining up-to-date funding reports from fiscal sponsor required for quarterly invoicing	
CYC	Planned Parenthood	- Shifting to create lessons online – pre-recorded webinars that any SFPS teacher can use. Numbers may be lower, but reach may be wider. - Expanded "In Case You're Curious" text line and reduced wait times from 24 hours to 1 hour	Numbers may be lower, but reach may be wider. Ask for flexibility in being able to count online participants.
CYC	*Reading Quest	- Sharing tools for online reading for tutoring and professional development. Sent via snail mail and digital links for workshop materials and recordings. - Created comprehensive online resource page for teaching reading online for NM Dept Ed and SFPS	Workshop feedback forms but no sign-in sheets (okay for billing?) BAR – Money for snacks which they won't be able to use would like to move to teacher stipends, had more teachers signed up than originally budgeted for.
CYC	Resolve	- Completed majority of CYC funded programs. Still scheduling Safe Zones programing at SFPS which will be offered virtually. - Hoping to provide programming to more than originally planned due to increased access online. Adaptations to curriculum are substantial and time consuming.	Same service online, need to change contract?
HSC	Santa Fe Dreamers	- Continuing DACA application via telephone and electronically. - Offices and weekly legal clinics are closed because of the pandemic. - Very concerned about missing deadlines for application and court dates due to challenges regarding communication and contact with clients. Immigration and Customs has suspended operations – meaning delays in adjudication.	Already surpassed numbers. May need help adjusting contract in July depending on Supreme Court decisions related to DACA.
***CYC and HSC**	*Santa Fe Recovery	- Reduction in clients for the women and children's program, as a result of this the childcare program has been suspend. These two factors among others are going to greatly impact the numbers in our report. - Outpatient services are provided via telehealth	Reduced numbers in women and children program.
CYC	SFSFAS – Reading is Magic	- In the middle of creating remote learning and virtual school for afterschool students in Reading is Magic. Might continue programing to June 30th instead of end of May. - Working to provide support and connection for students as well as engaging effective instruction that do not require screen time. - Summer curriculum completed last July and August.	Same service online, need to change contract?
CYC	SITE Santa Fe	- SITE is closed and they are not able to work directly with students and had to cancel events.	Desire to have dialogue with CYC and other

		- Education staff has created distance learning workbooks that are available for download on our website, and they are in the process of executing a plan to distribute printed copies to students. A plan is also in the works for delivering programs digitally and through internet platforms.	grantees about the innovations taking place and hopes the City can be flexible with budget allocations.
CYC	Sky Center	- Numbers and referrals have spiked since mid-March and they received four referrals from CSV in the last week for suicidal youth. - Most sessions are help via telehealth but families that do not have access to computers/internet are still coming to the office to receive therapy – the counselor sits behind a window.	Concerned about not being able to get the data for the final report. *Perhaps Aspen Could help them set up the surveys electronically? Or the Eval could do calls?
HSC	St. Elizabeth	- Carrying out all services (and more). Moved all guests out of two shelters and into alternative housing (first a hotel not Mid Town Campus Dorms).	Staff is spread thin.
CYC	*Sweeney	- No longer providing aftercare services. - Data collection and surveys will be limited or not collected for afterschool program. - Considering calling parents to collect surveys over the phone.	-Data for final report will be limited. -Can they submit funding based number of students served prior to school closure? -Need budget amount update.
CYC	*United Way	- March 16 had limited students attending center primarily to emergency for essential workers, as of April 10 no longer providing childcare due to concerns about safety for children, families, and staff. - Moving towards long-distance learning with care packages/activity sets. Setting up google classrooms - Short virtual workshops to all adults caring for children on sensory, SEL, literacy activities, etc.	Switching to online, and adding additional service of kits to full community Data reporting on 7 domains will be limited. Need help with BAR in support of new program goals.
CYC and HSC	Youth Shelters	- Still carrying out programs and transitional living facilities and homeless youth programs. - We are providing prepaid smart phones to clients we have no other way of contacting, we are providing more service coordination and counseling through telephone, we are limiting the number of clients allowed at any one time at our drop-in center, and we are delivering groceries or bagging groceries and putting them outside our locations for clients for pick-up	
HSC CYC	*YouthWorks!	- Adapting to use of google classroom and 1:1 zoom consults, culinary program is still feeding children - Unable to provide GED testing or host individuals for community service needs	Ideas to measure other impacts. SOW change?

Funding Area	Agency	Program
Early Childhood & Supplemental Education AND Youth Wellness	**Adelante (SFPS fiscal)**	Support Services for Homeless Students
Early Childhood & Supplemental Education	**Big Brothers Big Sisters**	BBBS One-to-One Mentoring
Early Childhood & Supplemental Education	**Breakthrough Santa Fe (SFPS fiscal)**	Academic Enrichment School and Summer Program
Early Childhood & Supplemental Education	**Communities in Schools**	Communities in Schools
Early Childhood & Supplemental Education	**Community Educators Network (SFCF fiscal)**	CEN Out of School Time Programming
Early Childhood & Supplemental Education	**Cooking with Kids**	Cooking with Kids
Youth Wellness	**Esperanza Shelter**	UNSURE
Early Childhood & Supplemental Education	**Fathers New Mexico**	Young Fathers

Youth Wellness	**Gerard's House**	Nuestra Jornada (Our Journey)
Early Childcare & Supplemental Education AND Youth Wellness	**Girls Inc. of Santa Fe**	Stay Connected Initiative
Early Childhood & Supplemental Education	**New Vistas**	Early Childhood Intervention
Youth Wellness	**Parent Involvement Program (SFPS fiscal)**	Strengthening Families
Early Childhood & Supplemental Education AND Youth Wellness	**Restorative Justice Program (SFPS fiscal)**	Restorative Justice
Early Childhood & Supplemental Education	**Santa Fe Recovery Center**	Women and Children's Treatment Program

Youth Wellness	**Sky Center**	NM Suicide Intervention Project
Early Childhood & Supplemental Education	**SFCC: Kids Campus**	City of Santa Fe PreK Class
Early Childhood & Supplemental Education	**SITE Santa Fe**	Teen Education Program
Early Childhood & Supplemental Education AND Youth Wellness	**Teen Parent Center (SFPS fiscal)**	Teen Parent Program
Early Childhood & Supplemental Education	**United Way**	Bilingual Early Literacy Support
Youth Wellness	**Youth Shelters and Family Services**	Homeless Youth Project
Early Childhood & Supplemental Education AND Youth Wellness	**YouthWorks!**	YouthWorks!

Population Level Indicator(s)	Level 1 - Performance Measures
High school graduation rate; Housing instability	# of clients served with safety net services; # of clients helped by navigator; # of youth service meetings
At my school, a teacher or other adult believes I will be a success	# children served by one-on-one mentoring services, # families helped by navigator
High school graduation rate; at my school there is a teacher or other adult who believes I will be a success; outside of school I am involved in art, music, literature, sports or other hobbies	# of participants; # of contact hours with students
At my school, a teacher or other adult believes I will be a success; High School Graduation rate; Habitual Truancy	# clients helped by navigator
Outside of school I am involved in arts, music, literature, sports or a hobby	# of children participating in afterschool programming; # of children participating in summer programming
At my school, a teacher or other adult believes I will be a success	# of schools receiving nutrition education program; # of classrooms receiving nutrition education program; # of students receiving nutrition education program
Youth depression	# of clients helped by navigator
% of youth not in school and not working	# of clients helped by navigator

Youth depression; Youth attempted suicide	# of clients served by GH programming; # of clients helped by navigator
High school graduation rate; youth depression; youth attempted suicide; youth alcohol use;	# of girls served in Girls Inc programming; # helped by navigator
Increase in seven pre-K domains and KOT assessment	total # children served; # children served by service type
juvenile arrest rates; current alcohol use; current binge drinking; current painkiller use to get high; current meth use; tried marijuana before age 13	# of unduplicated youth participants; # of family units participating; 3 of youth who complete a majority of the session
At my school a teacher or other adult believes I will be a success; skilled school because of safety concerns	# of students served; # of teachers/administrators/parents trained in restorative justice; # of participants with suspensions; # of participants with detentions
% 3-5 year olds enrolled in Pre-K	# of women with children age 0-17 receiving treatment services; # of direct services/activities provided to women with children

Youth depression; Youth attempted suicide	# youth assessed; # youth/families receiving counseling and hours provided; # life skills group participants and hours provided; # of Natural Helpers trained; meeting and school project implementation hours for Natural Helpers; # helped by navigator
% 3-5 year olds enrolled in Pre-K; % Increase in seven pre-K domains and KOT assessment	# of enrolled students
at my school there is a teacher or other adult who believes I will be a success	# of individual youth/students served; # of youth served considered to be "at risk" or "underserved"
% pregnant teens receiving prenatal care in 1st trimester; high school graduation rate; at my school a teacher or other adults believes I will be a success	# unduplicated program participants; # of pregnant moms served; # of pregnant teens receiving prenatal care; # of youth helped by navigator
% 3-5 year olds enrolled in Pre-K; % Increase in seven pre-K domains and KOT assessment	# of children served; # of families served; # of families helped by navigator
Housing instability	# of clients receiving housing services; # of clients helped by navigator; # of case management hours provided; # of life skills hours provided
% of youth age 19-21 not in school or working; juvenile arrest rates (ages 10-17); youth depression	# unduplicated program participants; # of youth helped by navigator; total number served
Population Level Indicator(s)	**Level 1 - Performance Measures**

Level 2 - Performance Measures	Level 3 - Performance Measures
# of eviction preventions; # of utility connections; # of homelessness preventions	# of Adelante seniors who graduate; # of students with 94% or better attendance; # of students with 84% or better attendance; # of participants reporting improved circumstances
# of youth demonstrating positive outcomes via the Youth Outcomes Survey; # of matched mentors lasting 6 months or longer	# of youth reporting having a very important adult in their life
% of students retained from previous year	# of students with improved reading and math scores; # of seniors who graduate; # of students with a C grade accessing tutoring services
# of families referred to services; #/% meeting short-term and long-term goals	# served reporting improvement in circumstances or positive changes in SDOH
% of youth who think they will do better in school this year	# of youth who build friendships; # of youth who plan to go to college after high school
% of CWK classes using common core-aligned curriculum; average students:adult ratio in CWK classes; % of teachers wanting to participate in CWK	# of family members participating in CWK volunteer program; # of teachers who believe CWK will provide hands-on engaging programming; # of teachers who believe CWK will increase students' awareness of healthy eating
# / % of families referred to services; # / % of families meeting short-term and long-term goals	# of youth with decreased depression scores; # served reporting improvement in circumstances or positive change in SDOH
# / % of families referred to services; # / % of families meeting short-term and long-term goals	# of clients reporting an increase in the time spent with their children; # served reporting improvement in circumstances or positive change in SDOH

# of clients connected to services by navigator	# who report increases in understanding how grief affects them and # with increased knowledge of how to take care of themselves when grieving; # served reporting improvement in circumstances or positive change in SDOH
# of clients connected to services by navigator	# of surveys administered and % with improved skills, knowledge, attitudes; # of participants promoted on time to the next grade level; # of navigation clients reporting improvement in circumstances or positive change in SDOH
# of contact hours provided by service type	# who increased their rate of growth by program exit; # of children who entered below their age expectations were functioning within their age functioning at exit
% of youth who complete a majority of the sessions	# of youth who demonstrate an increase in protective factors (such as better communication, improved relationships, increased positive family experiences, increase in parent engagement), # of youth who report reduced substance use, # of youth with decreased arrests,
% of participants with suspensions; % of participants with detentions;	# of disciplinary incidents that rise to administrative involvement level; # of students with improved communication skills; # of students with improved relationship building skills; # of youth with improved active listening skills; # of students who applied these skills in their personal life
% of staff with certification / training; average time from inquiry to first appointment (wait times); % of clients who found the program helpful	# of clients off of alcohol at discharge and 6 months after discharge; # of women with children with stable housing; # of women with children working

% of youth satisfied with Sky Center services; # of youth helped by Natural Helpers	# and % of family participants with: decreased sadness, depression, decreased suicidal ideation, and increased hopefulness; # and % of Life Skills group participants with increased hopefulness and # meeting at least one of their service plan goals this quarter;
# of parent engagement hours	# of students who score 6 or 7 on ECERS
% of students who report learning something new; % of students introduced to a mentor	# of students with improved SEL
% of pregnant teens receiving prenatal care; total case management hours provided	# of seniors served who graduate; # of teens who report having an adult who believes they will be a success
# of clients connected to services by navigator; # or % of clients meeting short-term or long-term goals	# of children with growth in all seven domains; # of students/families with improved circumstances or positive change in SDOH
% of youth meeting at least one of their service plan goals	# of young people age 17-21 provided transitional/residential housing; # of young people 18-21 provided independent housing; # of youth with improved circumstances or positive change in SDOH
Average # case management hours per youth; # of youth receiving job training; # of youth connected to services by navigator	# of youth employed; # of youth with reduced depression scores; # of youth with reduced arrests
Level 2 - Performance Measures	**Level 3 - Performance Measures**

Level 4 - Performance Measures	Agency
% of Adelante seniors who graduate; % of students with 94% or better attendance; % of students with 84% or better attendance; % of participants reporting improved circumstances	**SFPS: Adelante**
% of youth reporting having a very important adult in their life; % of participants reporting improved circumstances	**Big Brothers Big Sisters**
% of students with improved reading and math scores; % of seniors who graduate; % of students with a C grade accessing tutoring services	**SFPS: Breakthrough Santa Fe**
% served reporting improvement in circumstances or positive change in SDOH	**Communities in Schools**
% of youth who build friendships; % of youth who plan to go to college	**SFCF: Community Educators Network**
% of teachers who believe CWK will provide hands-on engaging programming; % of teachers who believe CWK will increase students' awareness of healthy eating	**Cooking with Kids**
% of youth with decreased depression scores; % served reporting improvement in circumstances or positive change in SDOH	**Esperanza Shelter**
% of clients reporting an increase in the time spent with their children; % served reporting improvement in circumstances or positive change in SDOH	**PIE: Fathers New Mexico**

% who report increases in understanding how grief affects them and % with increased knowledge of how to take care of themselves when grieving; % served reporting improvement in circumstances or positive change in SDOH	**Gerard's House**
% of participants promoted on time to next grade level; % served reporting improvement in circumstances or positive change in SDOH	**Girls Inc. of Santa Fe**
% who increased their rate of growth by program exit; % of children who entered below their age expectations were functioning within their age functioning at exit	**New Vistas**
% of youth who demonstrate an increase in protective factors (such as better communication, improved relationships, increased positive family experiences, increase in parent engagement), % of youth who report reduced substance use, % of youth with decreased arrests.	**SFPS: PIP Program**
% of disciplinary incidents that rise to administrative involvement level; % of students with improved communication skills; % of students with improved relationship building skills; % of youth with improved active listening skills; % of students who applied these skills in their personal life	**SFPF: Restorative Justice Program**
% of clients off of alcohol at discharge and 6 months after discharge; % of women with children with stable housing; % of women with children working	**Santa Fe Recovery Center**

% of youth admitted to ER for self-injury who do not return to ER after receiving counseling from Sky Center; % of family participants with: decreased sadness, depression, decreased suicidal ideation, and increased hopefulness; % of Life Skills group participants with increased hopefulness and % meeting at least one of their service plan goals this quarter; % served reporting improvement in circumstances or positive change in SDOH	**The Sky Center**	
% of students who score 6 or 7 on ECERS; Overall average ECERS score	**SFCC: Kids Campus**	
% of students with improves SEL	**SITE Santa Fe**	
% of seniors served who graduate; % of teens served who report having an adult who believes they will be a success	**SFPS Teen Parent Center**	
% of children with growth in all seven domains; % of students/families with improved circumstances or positive change in SDOH	**United Way**	
% of young people age 17-21 provided transitional/residential housing; % of young people 18-21 provided independent housing; % of youth with improved circumstances or positive change in SDOH	**Youth Shelters and Family Services**	
% of youth employed; % of youth with reduced depression scores; % of youth with reduced arrests	**YouthWorks!**	Does NOT include CYFD indicators
Level 4 - Performance Measures		

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

j. Consideration of Resolution No. 2020- : A Resolution Authorizing and Supporting the City Manager to Works with Public Utilities Staff to Identify and Apply for Federal and State Funding Sources for Water, Wastewater, and Other Water Related Projects, Including Submission of an Application to the Water Trust Board, Among Other Opportunities. (Councilors Rivera and Romero-Wirth) (Alan Hook, Water Resources Coordinator Assistant, aghook@santafenm.gov, 955-4205)

COMMITTEE REVIEW:
Public Works and Utilities Committee: 10/13/20
Finance Committee: 10/19/20
Governing Body: 10/28/20

FINANCE COMMITTEE ACTION:
Approved on Discussion

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

Direction to staff to add Councilor Villarreal as Co-Sponsor. Staff to add statement to FIR

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

ACTION SHEET
PUBLIC WORKS AND UTILITES COMMITTEE MEETING OF 10/13/2020

ISSUE NO. 9E

Consideration of Resolution No. 2020-__: A Resolution Authorizing and Supporting the City Manager to Works with Public Utilities Staff to Identify and Apply for Federal and State Funding Sources for Water, Wastewater, and Other Water Related Projects, Including Submission of an Application to the Water Trust Board, Among Other Opportunities. (Councilors Rivera and Romero-Wirth) (Alan Hook, Water Resources Coordinator Assistant, aghook@santafenm.gov, 955-4205)

COMMITTEE REVIEW:
Public Works and Utilities Committee: 10/13/20
Finance Committee: 10/19/20
Governing Body: 10/28/20

PUBLIC WORKS AND UTILITES COMMITTEE ACTION: Approved on Consent Agenda for forward to 10/19/2020 Finance Committee

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR GARCIA	X		
COUNCILOR ABEYTA	X		
COUNCILOR LINDELL	Excused		
COUNCILOR VIGIL COPPLER	X		

City of Santa Fe New Mexico
Memorandum

Date: October 5, 2020

To: Public Works & Utilities Committee
City Council

Via: Shannon Jones, Public Utilities Director SJ

Via: Jesse Roach, Water Division Director JR

From: Alan G. Hook, Water Resources Coordinator Assistant A.G.H

RE: Resolution 2020-__, directing the City Manager to have Public Utilities staff identify and apply for Federal and State funding sources for water, wastewater and other water related projects.

ITEM AND ISSUE: Given municipal water systems and wastewater systems must make significant investments to install, upgrade or replace infrastructure and the New Mexico Water Trust Board policy requires the applicant to provide a resolution along with an application for financial assistance from the New Mexico Water Trust Fund, this legislation directs the City Manager to have Public Utilities staff identify and apply for Federal & State funding for water, wastewater and other water related projects.

BACKGROUND AND SUMMARY: This Resolution would authorize the Public Utilities staff to research, identify and apply for potential Federal and State funding sources for water, wastewater and other water related projects. Specific agreements for such projects will be brought back through committee review and approval by the Governing Body. With the FY 2021 Water Trust Fund application now open, the City of Santa Fe must have an approved resolution to apply for state funding before the November 6, 2020 deadline. Without this resolution the City of Santa Fe Public Utilities Department cannot receive Water Trust Board funding in FY 2021. The proposed project, the Nichols Dam Repair Project, is ranked fourteenth on the list of FY 2022 projects on the City of Santa Fe's FY 2022-2026 Infrastructure Capital Improvements Plan and will repair the Nichols Dam outlet conduit as required by the NM Office of the State Engineer Dam Inspection Bureau.

ACTION REQUESTED: Please review and if acceptable forward the Resolution 2020-___ and the Fiscal Impact Report (FIR) to the City Council for approval. The attached FIR determined that this Resolution will have "No Fiscal Impact". If you have any questions please contact me at 955-4205.

ATTACHMENTS:
Resolution
FIR
ICIP FY 2022-2026

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2020-__

INTRODUCED BY:

Councilor Chris Rivera

Councilor Carol Romero-Wirth

A RESOLUTION

AUTHORIZING AND SUPPORTING THE CITY MANAGER TO WORK WITH PUBLIC UTILITIES STAFF TO IDENTIFY AND APPLY FOR FEDERAL AND STATE FUNDING SOURCES FOR WATER, WASTEWATER, AND OTHER WATER RELATED PROJECTS, INCLUDING SUBMISSION OF AN APPLICATION TO THE WATER TRUST BOARD, AMONG OTHER OPPORTUNITIES.

WHEREAS, many state and federal programs require documentation of Governing Body support for public utilities projects; and

WHEREAS, additionally, the New Mexico Finance Authority Water Trust Board requires the Governing Body's adoption, or expected adoption, of a Resolution authorizing the submission of an application to the Water Trust Board; and

WHEREAS, municipal water systems and wastewater systems must make significant investments to install, upgrade, or replace infrastructure; and

WHEREAS, adequate water and wastewater facilities, in addition to protecting public and environmental health, enable communities to grow and attract businesses; and

WHEREAS, through the adoption of Resolution No. 2020-37, the Governing Body established certain water project priorities for consideration by the fifty-fifth legislature, first session, 2021; and

WHEREAS, there is an ongoing need for the city of Santa Fe to obtain funding for water and wastewater projects.

NOW, THEREFORE, BE IT RESOLVED, BY THE GOVERNING BODY OF THE CITY OF SANTA FE that the City Manager shall direct the Public Utilities Department staff to accomplish the following tasks:

1. Identify, by way of example and not limitations, water, wastewater, water conservation, water treatment, water recycling, water reuse, water storage, water conveyance, water delivery, flood prevention, watershed restoration, watershed management, and other similar projects ("Projects") priorities and research and identify potential federal and state funding sources for such projects.
2. Apply for funding and bring specific agreements for such Projects for approval by the Governing Body, as applicable.
3. Identify a state legislative priority list of Projects for presentation to the City's Public Works and Utilities Committee and Governing Body.
4. Submit an application to the New Mexico Water Trust Board, in compliance with New Mexico Water Trust Board policy, for financial assistance from the New Mexico Water Project Fund for all project types eligible for consideration, including but not limited to:
    a. Water storage, conveyance and delivery projects;
    b. Watershed restoration and management projects;
    c. Endangered species act (ESA) collaborative projects;
    d. Flood prevention projects; and

e. Water conservation, treatment, recycling, and reuse projects.

BE IT FURTHER RESOLVED that the FY 2022 – 2026 ICIP list is attached as Exhibit A

PASSED, APPROVED, and ADOPTED this ____ day of _____, 2020.

_____

ALAN WEBBER, MAYOR

ATTEST:

_____

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

_____

ERIN K. McSHERRY, CITY ATTORNEY

Legislation/2020Resolutions/Water Funding Sources

Infrastructure Capital Improvement Plan FY 2022-2026

Santa Fe
Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total Project Cost	Amount Not Yet Funded	Phases?
33826	2022	001	Southside Teen Center / Resource Center	Facilities - Administrative Facilities	6,010,000	890,000	0	0	0	0	6,900,000	890,000	No
32333	2022	002	Airport Terminal Expansion	Transportation - Airports	11,346,450	10,000,000	0	0	0	0	21,346,450	10,000,000	Yes
37519	2022	003	Citywide Park Renovations & Repairs	Facilities - Other	0	310,000	230,000	230,000	230,000	0	1,000,000	1,000,000	Yes
36178	2022	004	Santa Fe Median Beautification	Transportation - Medians	0	2,000,000	1,500,000	1,500,000	1,500,000	1,500,000	8,000,000	8,000,000	Yes
36137	2022	005	Midtown Infrastructure Developments	Other - Utilities (publicly owned)	1,100,000	200,000	2,500,000	2,500,000	2,500,000	2,300,000	11,100,000	10,000,000	Yes
37521	2022	006	New Fire Station #2	Facilities - Fire Facilities	500,000	7,700,000	0	0	0	0	8,200,000	7,700,000	No
36161	2022	007	Paseo del Sol Extension	Transportation - Highways/Roads/Bridges	0	7,000,000	0	0	0	0	7,000,000	7,000,000	No
37192	2022	008	Pedestrian and Bike Safety on Camino Entrada Dr	Transportation - Bike/Pedestrian/Equestrian	0	150,000	0	0	0	0	150,000	150,000	No
34689	2022	009	Harrison Road Sidewalk & Lighting Improvements	Transportation - Bike/Pedestrian/Equestrian	400,000	172,000	0	0	0	0	572,000	172,000	Yes
14041	2022	010	Traffic Signing and Pavement Marking Maintenance	Transportation - Highways/Roads/Bridges	0	150,000	0	0	0	0	150,000	150,000	No
13943	2022	011	Traffic Signals Comm. Design & Install	Transportation - Highways/Roads/Bridges	0	500,000	0	0	0	0	500,000	500,000	Yes
27608	2022	012	Traffic Calming Improvements	Transportation - Highways/Roads/Bridges	0	100,000	0	0	0	0	100,000	100,000	No
32383	2022	013	Acequia Trail Extension	Transportation - Bike/Pedestrian/Equestrian	300,000	200,000	1,000,000	0	0	0	1,500,000	1,200,000	No

Infrastructure Capital Improvement Plan FY 2022-2026

33721	2022	014	Nichols Outlet Rehabilitiation	Water - Water Supply	0	1,500,000	0	0	0	0	1,500,000	1,500,000	No
33684	2022	015	Cerrillos - Sandoval Intersection Improvements	Transportation - Highways/Roads/Bridges	0	300,000	1,700,000	0	0	0	2,000,000	2,000,000	Yes
33693	2022	016	Grant-Griffin Intersection Improvements	Transportation - Highways/Roads/Bridges	0	60,000	240,000	0	0	0	300,000	300,000	Yes
36503	2022	017	New City Hall	Facilities - Administrative Facilities	0	4,100,000	35,900,000	0	0	0	40,000,000	40,000,000	Yes
29762	2022	018	Calle Po Ae Pi Extension	Transportation - Highways/Roads/Bridges	0	150,000	850,000	0	0	0	1,000,000	1,000,000	Yes
33680	2022	019	Acequia Trail Connection - Otowi to Maclovia	Transportation - Highways/Roads/Bridges	0	75,000	175,000	0	0	0	250,000	250,000	Yes
33681	2022	020	Acequia Trail - Maclovia to Hermanos Rodriguez	Transportation - Highways/Roads/Bridges	0	250,000	250,000	0	0	0	500,000	500,000	Yes
33692	2022	021	Delgado St - SF River Bridge Replacement	Transportation - Highways/Roads/Bridges	0	200,000	1,300,000	0	0	0	1,500,000	1,500,000	Yes
33695	2022	022	North West Quadrant Trail	Transportation - Highways/Roads/Bridges	0	300,000	0	0	0	0	300,000	300,000	No
34530	2022	023	Trenchless Rehabilitation of Existing Sewer Lines	Water - Wastewater	0	2,000,000	0	2,000,000	0	2,000,000	6,000,000	6,000,000	Yes
34524	2022	024	Main Library Improvements	Facilities - Libraries	0	1,397,000	1,330,000	0	0	0	2,727,000	2,727,000	No
34529	2022	025	Southside Branch Library - Parking Lot	Facilities - Libraries	0	185,000	0	0	0	0	185,000	185,000	No
32399	2022	026	Replacement of Return Activated Sludge Pumps	Water - Wastewater	0	180,000	1,675,000	0	0	0	1,855,000	1,855,000	Yes
34757	2022	027	Agua Fria / South Meadows Improvements	Transportation - Highways/Roads/Bridges	1,004,619	2,307,381	0	0	0	0	3,312,000	2,307,381	Yes
34780	2022	028	Jaguar Dr Extension to Municipal Airport	Transportation - Highways/Roads/Bridges	0	5,000,000	0	0	0	0	5,000,000	5,000,000	No

Infrastructure Capital Improvement Plan FY 2022-2026

34690	2022	029	Sandoval / Montezuma Intersection Improvements	Transportation - Highways/Roads/Bridges	100,000	750,000	0	0	0	0	850,000	750,000	Yes
33698	2022	030	Paseo de Peralta - SF River Bridge Rehab	Transportation - Highways/Roads/Bridges	0	350,000	2,150,000	0	0	0	2,500,000	2,500,000	Yes
36159	2022	031	Fire Station 3,5,6 & 9 Facility Renovations	Facilities - Fire Facilities	25,000	2,700,000	35,000	0	0	0	2,760,000	2,735,000	No
36163	2022	032	Bicycle & Pedestrian Wayfinding System	Transportation - Bike/Pedestrian/Equestrian	0	350,000	0	0	0	0	350,000	350,000	Yes
36164	2022	033	Henry Lynch Reconstruction	Transportation - Highways/Roads/Bridges	0	200,000	2,000,000	0	0	0	2,200,000	2,200,000	Yes
36168	2022	034	Cerro Gordo Reconstruction	Transportation - Highways/Roads/Bridges	0	350,000	2,500,000	0	0	0	2,850,000	2,850,000	Yes
36169	2022	035	ADA Facility Transition Plan Implementation	Facilities - Other	0	250,000	250,000	250,000	250,000	0	1,000,000	1,000,000	Yes
36177	2022	036	Monica Roybal Roof Replacments	Facilities - Administrative Facilities	0	140,000	0	0	0	0	140,000	140,000	No
36176	2022	037	Monica Roybal Basketball Courts Repairs	Facilities - Administrative Facilities	0	60,000	0	0	0	0	60,000	60,000	No
29993	2022	038	West Alameda St. Drainage	Transportation - Highways/Roads/Bridges	0	500,000	3,000,000	0	0	0	3,500,000	3,500,000	Yes
32384	2022	039	Canada Rincon Trail	Transportation - Highways/Roads/Bridges	900,000	100,000	0	0	0	0	1,000,000	100,000	No
36225	2022	040	Santa Fe Railyard Park	Facilities - Other	0	412,500	337,500	0	0	0	750,000	750,000	Yes
36139	2022	041	Historic Train Depot Repair	Facilities - Cultural Facilities	57,855	1,600,000	0	0	0	0	1,657,855	1,600,000	Yes
23272	2022	042	Southwest Activity Node Park (SWAN)	Facilities - Other	0	1,000,000	9,047,637	0	0	0	10,047,637	10,047,637	Yes
32382	2022	043	Drainage & Watershed Maintenance	Water - Storm/Surface Water Control	0	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000	7,500,000	Yes
37191	2022	044	Pedestrian and Bike Safety on Pacheco & Siring Rd	Transportation - Bike/Pedestrian/Equestrian	0	30,000	120,000	0	0	0	150,000	150,000	Yes

Infrastructure Capital Improvement Plan FY 2022-2026

36136	2022	045	New Main Library	Facilities - Libraries	0	2,000,000	18,000,000	0	0	0	20,000,000	20,000,000	Yes
25230	2022	046	New Fire Training Facility	Facilities - Fire Facilities	0	1,620,000	13,380,000	3,000,000	0	0	18,000,000	18,000,000	No
22928	2022	047	Fire Station 1 Remodel/Expansion	Facilities - Fire Facilities	0	6,700,000	610,000	0	0	0	7,310,000	7,310,000	No
32394	2022	048	PRV System Improvements	Water - Water Supply	0	150,000	150,000	150,000	150,000	150,000	750,000	750,000	Yes
37155	2022	049	MRC Irrigation System Upgrades	Water - Storm/Surface Water Control	0	100,000	650,000	750,000	0	0	1,500,000	1,500,000	Yes
37157	2022	050	Electrification of City Fleet	Facilities - Administrative Facilities	0	250,000	500,000	250,000	0	0	1,000,000	1,000,000	Yes
36144	2022	051	Soccer Valley Improvements	Facilities - Other	1,250,000	720,000	3,180,000	3,600,000	0	0	8,750,000	7,500,000	Yes
33675	2022	052	Transit Facility Repaving/ADA Upgrades	Transportation - Transit	0	400,000	0	0	0	0	400,000	400,000	Yes
32424	2022	053	Security for Water Source and Storage Sites	Water - Water Supply	0	270,782	270,782	270,782	270,782	270,782	1,353,910	1,353,910	Yes
33678	2022	054	Transit Fixed Route Vehicle Replacement	Equipment - Other	0	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	5,250,000	5,250,000	Yes
32339	2022	055	Broadband Infrastructure	Other - Other	400,000	200,000	200,000	0	0	0	800,000	400,000	No
34724	2022	056	Public Safety Wireless Network	Other - Other	200,000	150,000	50,000	0	0	0	400,000	200,000	Yes
36156	2022	057	Santa Fe Street Pavement Rehabilitation	Facilities - Administrative Facilities	0	5,000,000	5,000,000	0	0	0	10,000,000	10,000,000	No
36162	2022	058	ADA Benches in Parks & Trails	Equipment - Other	0	50,000	0	0	0	0	50,000	50,000	Yes
36170	2022	059	Municipal Court Improvements	Facilities - Administrative Facilities	0	446,000	158,000	1,035,000	0	0	1,639,000	1,639,000	No
36143	2022	060	Permanent Supportive Housing to End Homelessness	Facilities - Other	0	9,200,000	0	0	0	0	9,200,000	9,200,000	No
37523	2022	061	Pressure Release Valve SCADA Implementation	Water - Other	0	150,000	150,000	150,000	150,000	150,000	750,000	750,000	Yes
37524	2022	062	Priority Line Replacements	Water - Other	0	400,000	400,000	400,000	400,000	400,000	2,000,000	2,000,000	No
37525	2022	063	Tierra Contenta Trail Improvements	Facilities - Administrative Facilities	0	400,000	0	0	0	0	400,000	400,000	No

37526	2022	064	Governor Miles Reconstruction	Facilities - Administrative Facilities	0	250,000	1,750,000	0	0	0	2,000,000	2,000,000	Yes
33676	2022	065	Camino Entrada Intersection Improvements	Transportation - Bike/Pedestrian/Equestrian	1,144,585	564,715	0	0	0	0	1,709,300	564,715	Yes
37527	2022	066	Guadalupe St. Reconstruction Project	Transportation - Highways/Roads/Bridges	4,517,720	4,009,038	0	0	0	0	8,526,758	4,009,038	Yes
37528	2022	067	St.Mikes Rail Trail Underpass Project	Transportation - Bike/Pedestrian/Equestrian	2,134,999	1,650,000	0	0	0	0	3,784,999	1,650,000	No
37529	2022	068	Railyard Park Irrigation System Upgrades	Facilities - Administrative Facilities	0	100,000	100,000	0	0	0	200,000	200,000	Yes
36157	2023	001	Santa Fe Pavement Rehabilitation	Transportation - Highways/Roads/Bridges	0	0	0	5,000,000	5,000,000	0	10,000,000	10,000,000	No
36215	2023	002	New Senior Center	Facilities - Administrative Facilities	0	0	5,000,000	0	0	0	5,000,000	5,000,000	No
32418	2023	003	Additional Filters for Tertiary Treatment	Water - Wastewater	0	0	50,000	1,250,000	0	0	1,300,000	1,300,000	Yes
32419	2023	004	Chemical Storage and Feed System Rehabilitation	Water - Wastewater	0	0	150,000	575,000	0	0	725,000	725,000	Yes
32415	2024	001	Existing Digester Rehabilitation	Water - Wastewater	0	0	0	150,000	1,600,000	0	1,750,000	1,750,000	Yes

Number of projects: 73

	Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:	Total Not Yet Funded:
Grand Totals	31,391,228	93,499,416	120,388,920	25,610,782	14,600,782	9,320,782	294,811,840	263,420,688

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 001 **Priority:** High **ID:**33826

Project Title: Southside Teen Center / Resource Center **Class:** New **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Anson Rane **Contact Phone:** 505-955-5935 **Contact E-mail:** aerane@santafenm.gov

Total project cost: 6,900,000 **Proposed project start date:** July 2020

Project Location: 6600 Valentine Way Santa Fe NM 87508 **Latitude:** 35.625816 **Longitude:** -106.054308

Legislative Language: To plan, design, construct, furnish and equip a new Southside Teen Center / Resource Center for the City of Santa Fe, in Santa Fe County.

Scope of Work:

To plan, design, build and equip a new teen center on the south-side of Santa Fe. The center will be designed to provide facilities for critical teen needs and services as identified by a recently completed public engagement process. Facilities to include a mini-gym / multi-purpose facility, restrooms, administrative offices and spaces for teen programs and activities. Funding in the amount of $6,010,00 has been secured and $65,000 has been expended on initial public outreach and conceptual design. Design and engineering have recently commenced. To prioritize the health and safety of the users of the facility and the community at large, additional funding is sought to implement specific facility components that address the current COVID-19 pandemic and potential future similar events. Components to be considered include upsized ventilation / air-filtration systems, UVC light disinfection, enhanced indoor air quality monitoring, dedicated nurse/health office and additional outdoor facilities for instruction, performing arts and recreational activities.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	1,100,000	Yes	1,100,000	65,000	03/30/2019	
LFUNDS	1,000,000	Yes	1,000,000	0	03/30/2019	Local General Fund
LGRANT	3,910,000	Yes	3,910,000	0	03/30/2019	Pending DFA approval of grant
LGRANT	890,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	6,900,000		6,010,000	65,000		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	No	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	No	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	No	43,000	0	**0**	**0**	**0**	**0**	**43,000**
Design (Engr./Arch.)	No	486,000	0	**0**	**0**	**0**	**0**	**486,000**
Construction	No	5,481,000	890,000	**0**	**0**	**0**	**0**	**6,371,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		6,010,000	890,000	**0**	**0**	**0**	**0**	**6,900,000**
	Amount Not Yet Funded	890,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0

5	0	No	No	No	No	No	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					No	
If no, please explain why:	The City to redistribute resources to accommodate					
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	Santa Fe Boys & Girls Club	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. City and County Youth

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Facilities Division will provide project oversight and the city's procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. It is expected that programs at the Teen Center will have a significant impact on both the career prospects of local youth and the success of the local economy as a whole.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. This project will benefit all youths in the city of Santa Fe and surrounding area; approximately 10,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 002 **Priority:** High **ID:**32333

Project Title: Airport Terminal Expansion **Class:** Renovate/Repair **Type/Subtype:** Transportation - Airports

Contact Name: Mark Baca **Contact Phone:** 505-670-3232 **Contact E-mail:** mdbaca@santafenm.gov

Total project cost: 21,346,450 **Proposed project start date:** September 2020

Project Location: 121 Aviation Drive Santa Fe NM 87502 **Latitude:** 35.626522 **Longitude:** -106.075661

Legislative Language: To plan, design and construct an expansion of the Santa Fe Regional Airport terminal building, parking lot and related infrastructure in the City of Santa Fe, Santa Fe County.

Scope of Work: Plan, design and construct a major expansion of the Santa Fe Regional Airport terminal building, parking lot and related infrastructure to support the economy and quality of life in Northern New Mexico. The Santa Fe Regional Airport is experiencing a near doubling of utilization in 2019 over 2018. Commercial service to Phoenix, Dallas and Denver with sixteen (16) arrivals and departures per day are provided and because of excellent performance, the airlines would like to add additional flights and destinations, but the terminal is beyond capacity in the secure area and gates. Many aspects of the airport terminal, parking lot and infrastructure are outdated. This project will expand the capacity of the airport and upgrade supporting infrastructure critical to maintain the utilization and support projected growth. The engineer of record for the airport will perform design and construction oversight of the project and started that work in September 2019. The construction of the project will be bid with a projected start date for construction of fall 2020. The Airport receives an average of $2M/year of funding for airside improvements from FAA, NMDOT and City of Santa Fe.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	846,450	Yes	846,450	846,450	09/02/2016	
LGRANT	1,500,000	Yes	1,500,000	225,861	08/20/2018	
LGRANT	9,000,000	Yes	9,000,000	1,090,450	03/30/2019	
LGRANT	10,000,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	21,346,450		11,346,450	2,162,761		

Infrastructure Capital Improvement Plan FY2022-2026

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Planning	Yes	56,465	0	**0**	**0**	**0**	**0**	**56,465**
Design (Engr./Arch.)	No	2,381,375	0	**0**	**0**	**0**	**0**	**2,381,375**
Construction	No	8,443,535	10,000,000	**0**	**0**	**0**	**0**	**18,443,536**
Furnishing/Equipment	No	465,075	0	**0**	**0**	**0**	**0**	**465,075**
TOTALS		11,346,450	10,000,000	**0**	**0**	**0**	**0**	**21,346,450**
	Amount Not Yet Funded	10,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	10,000,000	**Yes**	**Yes**	**Yes**	**Yes**	**No**	24
2	0	**No**	**No**	**No**	**No**	**No**	0

3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	10,000,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	Airport operations are fully funded

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	**3.5**	**3.7**	**3.9**	**0**	**0**	**11.1**
Annual Operating Revenues	**3.5**	**3.7**	**3.9**	**0**	**0**	**11.1**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. To meet current demand and serve the needs of the local community and tourism, the airport, with the support of legislative funding has aggressively worked on incremental projects to expand.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Airport and Facilities Division - project oversight. Shirley Rodriguez, city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Jobs will be created at the airport as well as support businesses and people to visit and relocate to NM

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. Yes, additional space needed to safely accommodate passengers according to FAA guidelines and fire code. 10,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. Yes

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.) No immediate danger, but facility encroaches on several FAA safety areas and has a negative impact on safe airfield operations.

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 003 **Priority:** High **ID:**37519

Project Title: Citywide Park Renovations & Repairs **Class:** Renovate/Repair **Type/Subtype:** Facilities - Other

Contact Name: Michael Rodriguez **Contact Phone:** 5059555932 **Contact E-mail:** mrrodriguez@santafenm.gov

Total project cost: 1,000,000 **Proposed project start date:** July 2021

Project Location: City Wide Locations Santa Fe NM 87504 **Latitude:** 35.68212 **Longitude:** -105.939576

Legislative Language: To design and construct necessary repairs, upgrades to all citywide parks in the City of Santa Fe, Santa Fe NM, in Santa Fe County.

Scope of Work: To design and construct improvements, upgrades, and repairs citywide to city parks within the City of Santa Fe. This project will be completed in four phases. Phase I will include landscape architecture design services for the entire scope of the project and the first of four consecutive years of construction, which will require 12 months to complete. Phase II will be the second of four consecutive years of construction, which will require 8 months to complete. Phase III will be the third of four consecutive years of construction, which will require 8 months to complete. Phase IV will be the fourth of four consecutive years of construction, which will require 8 months to complete. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	1,000,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Estimated Costs Not Yet Funded

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	80,000	**0**	**0**	**0**	**0**	**80,000**
Construction	N/A	0	230,000	**230,000**	**230,000**	**230,000**	**0**	**920,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	310,000	**230,000**	**230,000**	**230,000**	**0**	**1,000,000**
	Amount Not Yet Funded	1,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	310,000	**No**	**Yes**	**Yes**	**No**	**No**	12
2	230,000	**No**	**Yes**	**Yes**	**No**	**No**	8
3	230,000	**No**	**Yes**	**Yes**	**No**	**No**	8
4	230,000	**No**	**Yes**	**Yes**	**No**	**No**	8
5	0	**No**	**No**	**No**	**No**	**No**	0

Infrastructure Capital Improvement Plan FY2022-2026

TOTAL	1,000,000

Has your local government/agency budgeted for operating expenses for the project when it is completed?				**No**		
If no, please explain why:	Operating expenses will be determined by COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings This project will include a scope for reduction of labor and materials.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Residents and natural habitat within the City of Santa Fe

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Public Works Project Administrator and Chief Procurement Officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Improves parks and enhances the economy in the City.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. This project will allow approx 85,000 residents to enjoy the renovated parks for future use.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 004 **Priority:** High **ID:**36178

Project Title: Santa Fe Median Beautification **Class:** Renovate/Repair **Type/Subtype:** Transportation - Medians

Contact Name: Sam Burnett **Contact Phone:** 5059555933 **Contact E-mail:** jsburnett@santafenm.gov

Total project cost: 8,000,000 **Proposed project start date:** March 2021

Project Location: City Wide Locations Santa Fe NM 87505 **Latitude:** 35.68212 **Longitude:** -105.939576

Legislative Language: To provide planning, design and construction services for Median Beautification for the City of Santa Fe, Santa Fe, New Mexico in Santa Fe County

Scope of Work: To plan, design and construct median beatifications and improvements for all major and minor roadways within the City of Santa Fe. This project will be completed in five phases. Phase I will include landscape architecture design services for the entire scope of the project and the first of five consecutive years of construction, which will require 12 months to complete. Phase II will be the second of five consecutive years of construction, which will require 8 months to complete. Phase III will be the third of five consecutive years of construction, which will require 8 months to complete. Phase IV will be the fourth of five consecutive years of construction, which will require 8 months to complete. Phase V will be the fifth of five consecutive years of construction, which will require 8 months to complete. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Estimated Costs Not Yet Funded

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	500,000	**0**	**0**	**0**	**0**	**500,000**
Construction	No	0	1,500,000	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**7,500,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	2,000,000	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**8,000,000**
	Amount Not Yet Funded	8,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	2,000,000	**No**	**Yes**	**Yes**	**No**	**No**	12
2	1,500,000	**No**	**No**	**Yes**	**No**	**No**	8
3	1,500,000	**No**	**No**	**Yes**	**No**	**No**	8
4	1,500,000	**No**	**No**	**Yes**	**No**	**No**	8
5	1,500,000	**No**	**No**	**Yes**	**No**	**No**	8

Infrastructure Capital Improvement Plan FY2022-2026

TOTAL	8,000,000

Has your local government/agency budgeted for operating expenses for the project when it is completed?				**No**		
If no, please explain why:	operating expenses will be determined by the COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings This project will include in it?s scope a goal for the reduction of labor and material inputs for median maintenance

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Residents and natural habitat of the City of Santa Fe

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Project Administrator & Shirley Rodriguez, the city's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Improved medians will enhance the economy

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 85,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 005 **Priority:** High **ID:**36137

Project Title: Midtown Infrastructure Developments **Class:** New **Type/Subtype:** Other - Utilities (publicly owned)

Contact Name: Sam Burnett **Contact Phone:** 505-955-5933 **Contact E-mail:** jsburnett@santafenm.gov

Total project cost: 11,100,000 **Proposed project start date:** March 2021

Project Location: 1600 St. Michael's Drive Santa Fe NM 87505 **Latitude:** 35.6855 **Longitude:** -105.9684

Legislative Language: To plan, design and construct infrastructure improvements to support redevelopment of the Midtown Santa Fe property for the City of Santa Fe, Santa Fe, New Mexico in Santa Fe County.

Scope of Work:

Plan, design, construct and or refurbish infrastructure to promote development at the Midtown Santa Fe property in Santa Fe New Mexico for Phase 1. Midtown is envisioned to be the vibrant, inclusive and transit oriented new center of the city providing affordable and market rate housing, economic development nodes, art, open space and other elements as defined through extensive community input. The infrastructure at Midtown is aged and needs extensive updating and replacement. Infrastructure projects may include building new or refurbishing access and internal roads and trails; digital infrastructure; electric, gas, water and sewer utility infrastructure; stormwater management infrastructure including low impact design; building rehabilitation or demolition; and survey and civil engineering design services. A number of additional funding sources are expected to be leveraged against public funds. The municipality can maximize opportunity with matching infrastructure investments. The City is currently funding maintenance of the property in preparation for redevelopment. Plan, design and construct infrastructure to promote development within the Midtown Santa Fe property in Santa Fe New Mexico. Infrastructure projects may include bicycle trails and lighting, 10G digital fiber optic connection, micro-grid and solar electric generation, primary access roadway and utility easement, stormwater management, utility mains for gas, water and electric, utility separation, building rehabilitation or demolition, and survey and civil engineering design services. A number of additional funding sources are expected to be leveraged in the redevelopment activities, but the municipality can maximize opportunity with matching infrastructure investments. The City is currently funding maintenance of the property in preparation for redevelopment, in which will be secured through a bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	1,100,000	Yes	1,100,000	490,000	**01/2019**	**2018 GRT Bond**
LGRANT	2,000,000	Yes	0	0		
OTHER	3,000,000	Yes	0	0		**Opportunity Funds**
LFUNDS	3,900,000	No	0	0		**2020 GRT Bond Allocation**
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		

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	0	No	0	0
TOTALS	10,000,000		1,100,000	490,000

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	**Funded to Date**	**2022**	**2023**	**2024**	**2025**	**2026**	**Total Project Cost**
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	1,100,000	0	**0**	**0**	**0**	**0**	**1,100,000**
Design (Engr./Arch.)	No	0	200,000	**200,000**	**200,000**	**200,000**	**0**	**800,000**
Construction	No	0	0	**2,300,000**	**2,300,000**	**2,300,000**	**2,300,000**	**9,200,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		1,100,000	200,000	**2,500,000**	**2,500,000**	**2,500,000**	**2,300,000**	**11,100,000**
	Amount Not Yet Funded	10,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete

1	200,000	No	Yes	No	No	No	6
2	2,500,000	No	No	Yes	No	No	12
3	2,500,000	No	No	Yes	No	No	12
4	2,500,000	No	No	Yes	No	No	0
5	2,300,000	No	No	Yes	No	No	0
TOTAL	10,000,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	4,000,000	4,000,000	2,500,000	1,500,000	0	12,000,000
Annual Operating Revenues	1,000,000	1,000,000	2,500,000	3,500,000	0	8,000,000

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings Infrastructure improvements will facilitate transfer of ownership, allow for leasing, create opportunities for the generation of solar electricity and improve efficiency.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Vision for Midtown is to enhance film industry, housing and higher education for regional benefit.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Project Administrator who is assigned to Midtown and a Steering Committee consisting of Senior Staff overseeing activities to ensure timely and cost effective completion.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Infrastructure will support redevelopment and influx of business, provision of housing and social services.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 85,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.) The project would mitigate asbestos and lead present in facilities and improve safety of utilities.

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 006 **Priority:** High **ID:**37521

Project Title: New Fire Station #2 **Class:** New **Type/Subtype:** Facilities - Fire Facilities

Contact Name: Anson Rane **Contact Phone:** 5059555935 **Contact E-mail:** aerane@santafenm.gov

Total project cost: 8,200,000 **Proposed project start date:** July 2020

Project Location: 5750 Alameda Frontage Road Santa Fe NM 87507 **Latitude:** 35.656461 **Longitude:** -106.037416

Legislative Language: To plan, design, construct, furnish and equip a new Fire Station #2 for the City of Santa Fe, NM, in Santa Fe County.

Scope of Work:

The project scope of work include the comprehensive planning, design and construction of an approximately 14,000 gross interior square foot fire station (with approximately 2,100 square feet of exterior portales) located at 5750 Alameda Frontage Road in Santa Fe, New Mexico (near the intersection of Hwy. 599 & S. Meadows Road) and to include a three bay drive-through apparatus room and auxiliary functions, multi-function tower for training and a public safety radio system, living quarters, bunker and locker rooms, laundries, bathrooms, kitchen, dining room, day room, fitness room, study and exterior portals. The project will include the construction of utilities infrastructure including construction and/or coordination of construction of source extensions to the virgin project site (water, sewer, power, natural gas, telecom), associated site work, irrigation system, landscaping, furnishings and building infrastructure required for ITT and Public Safety Radio and Pager systems.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	7,700,000	No	0	0		
LFUNDS	500,000	Yes	500,000	477,000	**2019**	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	8,200,000		500,000	477,000		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	100,000	0	**0**	**0**	**0**	**0**	**100,000**
Design (Engr./Arch.)	N/A	400,000	0	**0**	**0**	**0**	**0**	**400,000**
Construction	N/A	0	7,400,000	**0**	**0**	**0**	**0**	**7,400,000**
Furnishing/Equipment	N/A	0	300,000	**0**	**0**	**0**	**0**	**300,000**
TOTALS		500,000	7,700,000	**0**	**0**	**0**	**0**	**8,200,000**
	Amount Not Yet Funded	7,700,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0

5	0	No	No	No	No	No	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes					
If no, please explain why:						
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	1,010,668	1,010,688	1,010,688	1,010,688	1,010,688	5,053,420
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Provide fire and emergency medical response to the state 3 annexation area

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Procurement Department and Facilities Project Administrator will provide project oversight

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. The City of Santa Fe will employ 18 new fire / EMT personnel to staff the facility.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. It will provide Fire / EMT services for approx 30,000 residents in the area of this new fire station

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 007 **Priority:** High **ID:**36161

Project Title: Paseo del Sol Extension **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-3368 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 7,000,000 **Proposed project start date:** July 2022

Project Location: Paseo Del Sol Santa Fe NM 87501 **Latitude:** 35.617792 **Longitude:** -106.051064

Legislative Language: To plan, design, right-of-way acquisition and construct roadway extension project of Paseo del Sol within the Tierra Contenta Master Planned development in the city of Santa Fe within Santa Fe County

Scope of Work: To plan, design, right-of-way acquisition and construct roadway extension project on of Paseo del Sol within the Tierra Contenta Master Planned development. The roadway will include 2 travel lanes, bicycle lanes, sidewalks, lighting and landscaping. The proposed development will be managed by the Tierra Contenta Corporation. The City is pursuing a public private partnership in development of this fine infrastructure to stimulate housing and other amenities in this growing part of the City of Santa Fe.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	7,000,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	7,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	No	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	7,000,000	**0**	**0**	**0**	**0**	**7,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	7,000,000	**0**	**0**	**0**	**0**	**7,000,000**
	Amount Not Yet Funded	7,000,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**Yes**
If no, please explain why:	operating expenses will be determined by the COSF

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**5,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No

Please explain. City of Santa Fe PW Project Administrator and the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. The proposed roadway will help start up the next phase of the Tierra Contenta Development

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 100,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 008 **Priority:** High **ID:**37192

Project Title: Pedestrian and Bike Safety on Camino Entrada Dr **Class:** Renovate/Repair **Type/Subtype:** Transportation - Bike/Pedestrian/Equestrian

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 150,000 **Proposed project start date:** July 2022

Project Location: 1600 Saint Michael's Drive Santa Fe NM 87504 **Latitude:** 35.6855 **Longitude:** -105.9684

Legislative Language: To plan, design right-of-way acquisition, and construct pedestrian and bicycle infrastructure improvements on Camino Entrada and around the new Southside Transit Center for the City of Santa Fe NM, in Santa County.

Scope of Work: To plan, design, right-of-way acquisition, and construct pedestrian and bicycle infrastructure improvements on Camino Entrada and in the area of the new Southside Transit Center that is under construction.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	150,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	150,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
	N/A							

Water Rights		0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	No	0	15,000	**0**	**0**	**0**	**0**	**15,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	15,000	**0**	**0**	**0**	**0**	**15,000**
Construction	No	0	120,000	**0**	**0**	**0**	**0**	**120,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	150,000	**0**	**0**	**0**	**0**	**150,000**
	Amount Not Yet Funded	150,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	O/E will be discussed during the City's Budget					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. The Engineering Division Project Administrator and the City's Procurement Officer will provide oversight

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. Yes, pedestrian and bicycle traffic is increasing and the pedestrian and bike facilities are poor creating unsafe conditions for drivers, pedestrian and bicyclists, 8,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 009 **Priority:** High **ID:**34689

Project Title: Harrison Road Sidewalk & Lighting Improvements **Class:** New **Type/Subtype:** Transportation - Bike/Pedestrian/Equestrian

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 572,000 **Proposed project start date:** July 2022

Project Location: Harrison Road between Cerrillos and Agua Fria Santa Fe NM 87507 **Latitude:** 35.661404 **Longitude:** -105.988494

Legislative Language: To plan, design, right-of-way acquisition, and construct lighting and sidewalk improvements along Harrison Road from Cerrillos Road to Agua Fria Road in the City of Santa Fe, NM, Santa Fe County

Scope of Work: To plan, design, right-of-way acquisition, and construct lighting and sidewalk improvements to improve pedestrian safety along Harrison Road from Cerrillos Road to Agua Fria Road. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	400,000	Yes	400,000	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	400,000		400,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
	N/A							

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights		0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Design (Engr./Arch.)	No	28,000	12,000	**0**	**0**	**0**	**0**	**40,000**
Construction	No	372,000	150,000	**0**	**0**	**0**	**0**	**522,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		400,000	172,000	**0**	**0**	**0**	**0**	**572,000**
	Amount Not Yet Funded	172,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	50,000	**Yes**	**Yes**	**No**	**No**	**Yes**	12
2	350,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	400,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**5,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. The proposed sidewalk and lighting will accommodate pedestrian traffic originating from a regional community shelter called Interfaith Community Shelter at Pete's Place.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works / Engineering Division, Shirley Rodriguez the city's acting procurement officer will provide project oversight

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. This will benefit people in/around the area as well as the individuals obtaining services

at the homeless shelter. Approximately 5,000 people

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 010 **Priority:** High **ID:**14041

Project Title: Traffic Signing and Pavement Marking Maintenance **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 150,000 **Proposed project start date:** July 2022

Project Location: 1142 Siler Road Santa Fe NM 87501 **Latitude:** 35.3940 **Longitude:** -105.5947

Legislative Language: To plan and upgrade aging street signs, pavement marking to current MUTCD standards within the City of Santa Fe, Santa Fe, NM, in Santa Fe County.

Scope of Work: Upgrade traffic signs to current MUTCD standards for reflectivity & visibility. Replace worn out pavement markings with retro reflective preformed markings. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	150,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	150,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	No	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	150,000	**0**	**0**	**0**	**0**	**150,000**
Furnishing/Equipment	No	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	150,000	**0**	**0**	**0**	**0**	**150,000**
	Amount Not Yet Funded	150,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**2,000**	**3,000**	**10,000**	**100,000**	**150,000**	**265,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No

Please explain. Public Works Department/Engineering Division will provide project oversight and Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 011 **Priority:** High **ID:**13943

Project Title: Traffic Signals Comm. Design & Install **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 500,000 **Proposed project start date:** July 2022

Project Location: 1142 Siler Road Santa Fe NM 87502 **Latitude:** 35.3940 **Longitude:** -105.5947

Legislative Language: To design and install Traffic Signal Communications hardware and software with the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: Install and program traffic signal communication equipment and software to attain more efficient traffic flows. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	500,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	500,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Design (Engr./Arch.)	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Construction	No	0	200,000	**0**	**0**	**0**	**0**	**200,000**
Furnishing/Equipment	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
TOTALS		0	500,000	**0**	**0**	**0**	**0**	**500,000**
	Amount Not Yet Funded	500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	100,000	**Yes**	**No**	**No**	**No**	**No**	6
2	100,000	**No**	**Yes**	**No**	**No**	**No**	6
3	300,000	**No**	**No**	**Yes**	**Yes**	**No**	12
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	500,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	8,000	8,000	8,000	120,000	0	144,000
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings Improves efficiency in diagnostics for signals

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe/NMDOT	City of Santa Fe/NMDOT	City of Santa Fe/NMDOT
Lease/operating agreement in place?	No	No		Yes	Yes	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. New Mexico Department of Transportation

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division would be project oversight and Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. New Mexico Department of Transportation

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 012 **Priority:** High **ID:**27608

Project Title: Traffic Calming Improvements **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm

Total project cost: 100,000 **Proposed project start date:** July 2022

Project Location: 200 Lincoln Avenue Santa Fe NM 87501 **Latitude:** 35.690250 **Longitude:** -105.939035

Legislative Language: To plan, design and construct traffic calming for various streets within the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To plan, design, and construct traffic calming for various streets within the city of Santa Fe. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	100,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	100,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Furnishing/Equipment	No	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	100,000	**0**	**0**	**0**	**0**	**100,000**
	Amount Not Yet Funded	100,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	This project will not add o/e for the City.					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division will be project oversight and Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 013 **Priority:** High **ID:**32383

Project Title: Acequia Trail Extension **Class:** New **Type/Subtype:** Transportation - Bike/Pedestrian/Equestrian

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 1,500,000 **Proposed project start date:** July 2022

Project Location: Rufina/South Meadows to San Felipe Santa Fe NM 87501 **Latitude:** 35.3831 **Longitude:** -106.0228

Legislative Language: To plan, design, right-of-way acquisition and construct multi-use trail for Rufina/South Meadows to San Felipe within the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To plan, design, right-of-way acquisition and construct multi-use trail for Rufina/South Meadows to San Felipe. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	1,500,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,500,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	No	0	200,000	**0**	**0**	**0**	**0**	**200,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	No	50,000	0	**0**	**0**	**0**	**0**	**50,000**
Planning	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	250,000	0	**0**	**0**	**0**	**0**	**250,000**
Construction	No	0	0	**1,000,000**	**0**	**0**	**0**	**1,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		300,000	200,000	**1,000,000**	**0**	**0**	**0**	**1,500,000**
	Amount Not Yet Funded	1,200,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**5,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division would be project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 014 **Priority:** High **ID:**33721

Project Title: Nichols Outlet Rehabilitiation **Class:** Renovate/Repair **Type/Subtype:** Water - Water Supply

Contact Name: Robert Jorgensen **Contact Phone:** 505-955-4265 **Contact E-mail:** rnjorgensen@ci.santa-fe.nm.us

Total project cost: 1,500,000 **Proposed project start date:** August 2021

Project Location: 1780 Canyon Road Santa Fe NM 87501 **Latitude:** 35.6882 **Longitude:** -105.8898

Legislative Language: To construct a repair for the Nichols Dam outlet conduit for the City of Santa Fe, Santa Fe NM in Santa Fe County.

Scope of Work: Construct repair for Nichols Dam outlet conduit; Work will include dealing of conduit joints, conduit lining, and filter diaphragm around conduit near outlet, The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	1,500,000	**0**	**0**	**0**	**0**	**1,500,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	1,500,000	**0**	**0**	**0**	**0**	**1,500,000**
	Amount Not Yet Funded	1,500,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	O/E is approved on annual basis					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City staff will manage the construction in conjunction with a hired Construction Manager, Shirley Rodriguez the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 015 **Priority:** High **ID:**33684

Project Title: Cerrillos - Sandoval Intersection Improvements **Class:** Replace Existing **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 2,000,000 **Proposed project start date:** July 2022

Project Location: Intersection of Cerrillos Road and Sandoval Santa Fe NM 87501 **Latitude:** 35.682761 **Longitude:** -105.944707

Legislative Language: To plan, design and construct intersection improvements to the intersection of Cerrillos Road and Sandoval Street in the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To plan, design, and construct intersection improvements to the intersection of Cerrillos Road and Sandoval Street including geometric improvements to improve vehicular safety, pedestrian safety, and traffic flow.The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	2,000,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Acquisition	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Archaeological Studies	No	0	10,000	**0**	**0**	**0**	**0**	**10,000**
Environmental Studies	No	0	10,000	**0**	**0**	**0**	**0**	**10,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	230,000	**0**	**0**	**0**	**0**	**230,000**
Construction	No	0	0	**1,700,000**	**0**	**0**	**0**	**1,700,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	300,000	**1,700,000**	**0**	**0**	**0**	**2,000,000**
	Amount Not Yet Funded	2,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	300,000	**No**	**Yes**	**No**	**No**	**Yes**	12
2	1,700,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	2,000,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**5,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department will provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 016 **Priority:** High **ID:**33693

Project Title: Grant-Griffin Intersection Improvements **Class:** Replace Existing **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 300,000 **Proposed project start date:** July 2022

Project Location: Intersection of Grant Avenue and Griffin Street Santa Fe NM 87501 **Latitude:** 35.689472 **Longitude:** -105.9440377

Legislative Language: To plan, design and construct intersection improvements to the intersection of Grant Avenue and Griffin Street in the city of Santa Fe, Santa Fe County.

Scope of Work: To plan, design, and construct intersection improvements in the intersection of Grant Avenue and Griffin Street including geometric improvements to improve pedestrian safety. Santa Fe County is planning improvements to the old County Judicial Complex on the corner of Grant Avenue and Federal Place, which will convert to new administrative offices. This complex is planned to open in 2020. After opening, this will generate an increase in pedestrian traffic along Grant Avenue, including the intersection of Grant Avenue and Griffin Street. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	300,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	300,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	No	0	10,000	**0**	**0**	**0**	**0**	**10,000**
Environmental Studies	No	0	10,000	**0**	**0**	**0**	**0**	**10,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	40,000	**0**	**0**	**0**	**0**	**40,000**
Construction	No	0	0	**240,000**	**0**	**0**	**0**	**240,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	60,000	**240,000**	**0**	**0**	**0**	**300,000**
	Amount Not Yet Funded	300,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	60,000	**No**	**Yes**	**No**	**No**	**Yes**	12
2	240,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	300,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department will provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. In additional to improving a city owned street, it will improve pedestrian safety for Santa Fe county patrons walking between county owned buildings.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 017 **Priority:** High **ID:**36503

Project Title: New City Hall **Class:** New **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Michael Rodriguez **Contact Phone:** 5059555932 **Contact E-mail:** mrrodriguez@santafenm.gov

Total project cost: 40,000,000 **Proposed project start date:** January 2021

Project Location: TBD Santa Fe NM 87505 **Latitude:** 35.689839 **Longitude:** -105.938278

Legislative Language: To plan, design and construct a New City Hall building in the City of Santa Fe, NM in Santa Fe County

Scope of Work: To plan, design, construct, furnish and equip a New City Hall building. The new City Hall building to house all administrative City functions and include a new Council Chamber. This will create better customer services and operational efficiency as well as provide a new Council Chambers with full accessibility, audio visual and security features. The current City Hall is antiquated, not secure and not accessible. City functions are spread across a number of aged buildings that do not serve the public well nor support efficient government operations. There will be energy savings and overall operating cost savings. The city would contribute matching funds from the sale of the existing assets and bond funding. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	20,000	Yes	0	0		
LFUNDS	20,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	40,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Estimated Costs Not Yet Funded

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	200,000	**0**	**0**	**0**	**0**	**200,000**
Design (Engr./Arch.)	N/A	0	3,900,000	**0**	**0**	**0**	**0**	**3,900,000**
Construction	N/A	0	0	**35,900,000**	**0**	**0**	**0**	**35,900,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	4,100,000	**35,900,000**	**0**	**0**	**0**	**40,000,000**
	Amount Not Yet Funded	40,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	200,000	**Yes**	**Yes**	**No**	**No**	**No**	12
2	3,900,000	**No**	**Yes**	**No**	**No**	**No**	15
3	35,900,000	**No**	**Yes**	**Yes**	**No**	**No**	18
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0

Infrastructure Capital Improvement Plan FY2022-2026

TOTAL	40,000,000

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	operating costs will be determined by COSF

ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. City and County Residents

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No

Please explain. Public Works Project Administrator and Shirley Rodriguez the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain. Improved facility is economic benefit to city

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 10,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 018 **Priority:** High **ID:**29762

Project Title: Calle Po Ae Pi Extension **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 1,000,000 **Proposed project start date:** July 2022

Project Location: Airport Road to Rufina Street Santa Fe NM 87507 **Latitude:** 35.63984 **Longitude:** -106.02937

Legislative Language: To plan, design, right of way acquisition, and construct roadway improvements including pavement curb and gutter, sidewalk, and drainage improvements to the unpaved portion of Calle Po Ae Pi within the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To plan, design, right of way acquisition, and construct roadway improvements including pavement curb and gutter, sidewalk, and drainage improvements to the unpaved portion of Calle Po Ae Pi. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	1,000,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
	N/A							

Water Rights		0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Environmental Studies	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Planning	No	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Construction	No	0	0	**850,000**	**0**	**0**	**0**	**850,000**
Furnishing/Equipment	No	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	150,000	**850,000**	**0**	**0**	**0**	**1,000,000**
	Amount Not Yet Funded	1,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	150,000	**Yes**	**Yes**	**No**	**No**	**No**	6
2	850,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	1,000,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Will not signficiantly incxrease roadway inventory					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division would provide project oversight,Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Included in the Santa Fe Metropolitan Planning Organization master transportation plan.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 019 **Priority:** High **ID:**33680

Project Title: Acequia Trail Connection - Otowi to Maclovia **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 250,000 **Proposed project start date:** July 2022

Project Location: Otowi to Maclovia Santa Fe NM 87501 **Latitude:** 35.665350 **Longitude:** -105.984253

Legislative Language: To construct trail connection to the Acequia Trail system from Otowi Road to Maclovia Street in the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To construct trail connection to the Acequia Trail system from Otowi Road to Maclovia Street. This project will improve the Acequia Trail system. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	250,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	250,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Acquisition	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Archaeological Studies	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Environmental Studies	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	55,000	**0**	**0**	**0**	**0**	**55,000**
Construction	No	0	0	**175,000**	**0**	**0**	**0**	**175,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	75,000	**175,000**	**0**	**0**	**0**	**250,000**
	Amount Not Yet Funded	250,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	75,000	**Yes**	**Yes**	**No**	**No**	**Yes**	12
2	175,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	250,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department will provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 020 **Priority:** High **ID:**33681

Project Title: Acequia Trail - Maclovia to Hermanos Rodriguez **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 500,000 **Proposed project start date:** July 2022

Project Location: Acequia Trail - Maclovia to Hermanos Rodriguez Santa Fe NM 87501 **Latitude:** 35.664908 **Longitude:** -105.985117

Legislative Language: To construct a segment of the Acequia Trail system from Maclovia Street to Hermanos Rodriguez Park in the city of Santa Fe, Santa Fe County.

Scope of Work: To construct a segment of the Acequia Trail system from Maclovia Street to Hermanos Rodriguez Park. This project will improve the Acequia Trail system. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	500,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	500,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	No	0	75,000	**0**	**0**	**0**	**0**	**75,000**
Acquisition	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Archaeological Studies	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Environmental Studies	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	140,000	**0**	**0**	**0**	**0**	**140,000**
Construction	No	0	0	**250,000**	**0**	**0**	**0**	**250,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	250,000	**250,000**	**0**	**0**	**0**	**500,000**
	Amount Not Yet Funded	500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	250,000	**No**	**Yes**	**No**	**No**	**Yes**	12
2	250,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	500,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department will provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 021 **Priority:** High **ID:**33692

Project Title: Delgado St - SF River Bridge Replacement **Class:** Replace Existing **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 1,500,000 **Proposed project start date:** July 2022

Project Location: Delgado Street - Santa Fe River Santa Fe NM 87501 **Latitude:** 35.684475 **Longitude:** -105.9341130

Legislative Language: To replace bridge deck on Delgado Street over the Santa Fe River in the city of Santa Fe, Santa Fe County.

Scope of Work: To replace bridge deck on Delgado Street over the Santa Fe River. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	1,500,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,500,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	No	0	10,000	**0**	**0**	**0**	**0**	**10,000**
Environmental Studies	No	0	10,000	**0**	**0**	**0**	**0**	**10,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	180,000	**1,300,000**	**0**	**0**	**0**	**1,480,000**
Construction	No	0	0	**0**	**0**	**0**	**0**	**0**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	200,000	**1,300,000**	**0**	**0**	**0**	**1,500,000**
	Amount Not Yet Funded	1,500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	150,000	**No**	**Yes**	**No**	**No**	**Yes**	12
2	1,300,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	1,450,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department would provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 022 **Priority:** High **ID:**33695

Project Title: North West Quadrant Trail **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 300,000 **Proposed project start date:** July 2022

Project Location: North West Quadrant Santa Fe NM 87501 **Latitude:** 35.714244 **Longitude:** -105.970645

Legislative Language: To construct a segment of trail system within the North West Quadrant in the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To construct a segment of trail system within the North West Quadrant area; This project will improve the North West Quadrant trail system. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	300,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	300,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	300,000	**0**	**0**	**0**	**0**	**300,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	300,000	**0**	**0**	**0**	**0**	**300,000**
	Amount Not Yet Funded	300,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department will provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 023 **Priority:** High **ID:**34530

Project Title: Trenchless Rehabilitation of Existing Sewer Lines **Class:** Renovate/Repair **Type/Subtype:** Water - Wastewater

Contact Name: Stan Holland **Contact Phone:** 505-955-4637 **Contact E-mail:** tsholland@santafenm.gov

Total project cost: 6,000,000 **Proposed project start date:** July 2022

Project Location: 73 Paseo Real Santa Fe NM 87507 **Latitude:** 35.629845 **Longitude:** -106.086170

Legislative Language: To evaluate, design and rehabilitate existing sanitary sewer collection system within the City of Santa Fe, in Santa Fe County

Scope of Work: Construct rehabilitated sanitary sewer collection system as identified in the WWTP 2016 Master Plan. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	2,000,000	**0**	**2,000,000**	**0**	**2,000,000**	**6,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	2,000,000	**0**	**2,000,000**	**0**	**2,000,000**	**6,000,000**
	Amount Not Yet Funded	6,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	2,000,000	**No**	**No**	**Yes**	**No**	**No**	12
2	2,000,000	**No**	**No**	**Yes**	**No**	**No**	12
3	2,000,000	**No**	**No**	**Yes**	**No**	**No**	12
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	6,000,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	operating expenses will be determined by COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Santa Fe County

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Utilities Department will provide project oversight and Shirley Rodriguez the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 024 **Priority:** High **ID:**34524

Project Title: Main Library Improvements **Class:** Replace Existing **Type/Subtype:** Facilities - Libraries

Contact Name: Maria Tucker **Contact Phone:** 505-955-6788 **Contact E-mail:** metucker@santafenm.gov

Total project cost: 2,727,000 **Proposed project start date:** September 2020

Project Location: 145 Washington Ave Santa Fe NM 87501 **Latitude:** 35.688670 **Longitude:** -105.936718

Legislative Language: To plan,design and equip existing infrastructure issues at the Main Library of the Santa Fe Public Library for the City of Santa Fe, Santa Fe NM in Santa Fe County.

Scope of Work: To plan, design, and equip improvements at the Main Library of the Santa Fe Public Library to include general improvements, rehabilitation of elevators, replacement of doors, electrical rewiring, window replacement, repairs and painting of exterior, lighting replacement to improve energy efficiency, HVAC replacement/rehabilitation plus automated controls, parking lot overlay, remediation/rehabilitation of mold problem. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	2,727,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,727,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	140,000	**130,000**	**0**	**0**	**0**	**270,000**
Construction	No	0	1,257,000	**1,200,000**	**0**	**0**	**0**	**2,457,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	1,397,000	**1,330,000**	**0**	**0**	**0**	**2,727,000**
	Amount Not Yet Funded	2,727,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings New HVAC equipment will be more efficient than existing units. New exterior finishes will reduce maintenance issues, including interior leaks.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. City and County of Santa Fe

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works and Community Services oversight and Shirley Rodriguez the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Public Libraries have a proven economic value to the community

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 100000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 025 **Priority:** High **ID:**34529

Project Title: Southside Branch Library - Parking Lot **Class:** New **Type/Subtype:** Facilities - Libraries

Contact Name: Maria Tucker **Contact Phone:** 505-955-6788 **Contact E-mail:** metucker@santafenm.gov

Total project cost: 185,000 **Proposed project start date:** September 2020

Project Location: 145 Washington Ave Santa Fe NM 87501 **Latitude:** 35.624755 **Longitude:** -106.050237

Legislative Language: To repair and expand the public parking area at the Southside Branch Library of the City of Santa Fe, Santa Fe NM, in Santa Fe County.

Scope of Work: This project is to expand the parking lot by approx 5000 sqft utilizing an area beyond a retaining wall. Additionally two existing lot areas that were left gravel or recycled pavement fill will be prepared and asphalted. Irrigation system needs to be inspected and sprinkler heads need to be replaced as necessary. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	185,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	185,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	19,000	**0**	**0**	**0**	**0**	**19,000**
Construction	N/A	0	166,000	**0**	**0**	**0**	**0**	**166,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	185,000	**0**	**0**	**0**	**0**	**185,000**
	Amount Not Yet Funded	185,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Community Services, Parking and Facilities and Shirley Rodriguez the city's acting procurement officer will provide oversight.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 67,947

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 026 **Priority:** High **ID:**32399

Project Title: Replacement of Return Activated Sludge Pumps **Class:** Replace Existing **Type/Subtype:** Water - Wastewater

Contact Name: Stan Holland **Contact Phone:** 505-955-4637 **Contact E-mail:** tsholland@ci.santa-fe.nm.us

Total project cost: 1,855,000 **Proposed project start date:** July 2022

Project Location: 73 Paseo Real Santa Fe NM 87507 **Latitude:** 35.629845 **Longitude:** -106.086170

Legislative Language: To design and construct a replacement sludge active pumps with energy efficient pumps and controls within the wastewater treatment plant of the City of Santa Fe, in Santa Fe County.

Scope of Work: To design and construct a replacement activated sludge pumps with energy efficient pumps and controls within the Wastewater Treatment Plant of the City of Santa Fe, in which The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	180,000	**0**	**0**	**0**	**0**	**180,000**
Construction	No	0	0	**1,675,000**	**0**	**0**	**0**	**1,675,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	180,000	**1,675,000**	**0**	**0**	**0**	**1,855,000**
	Amount Not Yet Funded	1,855,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	12
2	0	**No**	**No**	**No**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	12
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity. Santa Fe County

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Utilities Department will provide project oversight, Shirley Rodriguez the City's acting Procurement Office

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 027 **Priority:** High **ID:**34757

Project Title: Agua Fria / South Meadows Improvements **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 3,312,000 **Proposed project start date:** July 2021

Project Location: Agua Fria and South Meadows Santa Fe NM 87501 **Latitude:** 35.3049 **Longitude:** -106.0825

Legislative Language: To plan, design, and construct ROW improvements to Agua Fria / South Meadows in the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To design ROW and construction of improvements to Agua Fria / South Meadows intersections. Phase I would include the acquiring of right-of-way, environmental studies, planning and the design work. Phase II is full construction. The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services of a construction contractor to complete construction of both intersections. Working on fulfilling right-of-way acquisition, no further work has been started or completed.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	25,000	Yes	25,000	25,000	2015	
LFUNDS	200,000	Yes	200,000	0	2018	
OTHER	440,750	Yes	440,750	0	2018	MAP
CAP	125,000	Yes	125,000	0	2019	
OTHER	113,869	Yes	113,869	0	2019	
CAP	2,145,381	Yes	0	0		
OTHER	162,000	Yes	0	0	2018	
CAP	100,000	Yes	100,000	100,000		
TOTALS	3,312,000		1,004,619	125,000		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	No	25,000	0	**0**	**0**	**0**	**0**	**25,000**
Planning	No	25,000	0	**0**	**0**	**0**	**0**	**25,000**
Design (Engr./Arch.)	No	400,000	162,000	**0**	**0**	**0**	**0**	**562,000**
Construction	No	554,619	2,045,381	**0**	**0**	**0**	**0**	**2,600,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		1,004,619	2,307,381	**0**	**0**	**0**	**0**	**3,312,000**
	Amount Not Yet Funded	2,307,381						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	712,000	**No**	**No**	**Yes**	**No**	**No**	12
2	2,600,000	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	3,312,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Project improves existing infrastructure					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings May lower cost by removing signal and replacing with a roundabout. Saving unknown at this time.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/ Engineering Division and Shirley Rodriguez the city's acting procurement officer will provide oversight

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. Intersection project would benefit all citizens / residents in the local Santa Fe area

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 028 **Priority:** High **ID:**34780

Project Title: Jaguar Dr Extension to Municipal Airport **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 5,000,000 **Proposed project start date:** July 2022

Project Location: West side of NM 599 / Jaguar Drive Intersection Santa Fe NM 87506 **Latitude:** 35.617039 **Longitude:** -106.073371

Legislative Language: To plan, design, right-of-way acquisition and construction of a roadway connection from the NM599/Jaguar Drive interchange to the Santa Fe Regional Airport for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: Plan, design, right-of-way acquisition and construction of a roadway connection from the NM599/Jaguar Drive interchange to the Santa Fe Regional Airport. The two-lane roadway may include bicycle lanes, curb & gutter, sidewalk, landscaping, and storm drainage accommodations. The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	5,000,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	5,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	No	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	N/A	0	5,000,000	**0**	**0**	**0**	**0**	**5,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	5,000,000	**0**	**0**	**0**	**0**	**5,000,000**
	Amount Not Yet Funded	5,000,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	12
2	0	**No**	**No**	**No**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. The proposed extension will provide better access to the Santa Fe Airport which serves as a regional airport

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division and Shirley Rodriguez, acting procurement officer will provide project oversight.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Improved access to the airport should increase usage of the airport, which will provide economic development for the region.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 029 **Priority:** High **ID:**34690

Project Title: Sandoval / Montezuma Intersection Improvements **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 850,000 **Proposed project start date:** January 2021

Project Location: Intersection of Sandoval and Montezuma Santa Fe NM 87507 **Latitude:** 35.684625 **Longitude:** -105.944216

Legislative Language: To plan, design, right-of-way acquisition, and construct intersection improvements at the Sandoval Montezuma intersection in the City of Santa Fe, NM, Santa Fe County

Scope of Work: To plan, design, right-of-way acquisition, and construct intersection improvements at the Sandoval Montezuma intersection. Intersection improvements include ADA upgrades, pedestrian crossing improvements, signal replacement, and placement of pedestrian signal heads. The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	850,000	Yes	100,000	0	n/a	City's Capital Budget
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	850,000		100,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	10,000	0	**0**	**0**	**0**	**0**	**10,000**
Planning	N/A	10,000	0	**0**	**0**	**0**	**0**	**10,000**
Design (Engr./Arch.)	N/A	80,000	0	**0**	**0**	**0**	**0**	**80,000**
Construction	N/A	0	750,000	**0**	**0**	**0**	**0**	**750,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		100,000	750,000	**0**	**0**	**0**	**0**	**850,000**
	Amount Not Yet Funded	750,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	100,000	**Yes**	**Yes**	**No**	**No**	**No**	12
2	750,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	850,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	no impact on the city's operating expense					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. The proposed improvements will provide for safer pedestrian crossings resulting from an increase in pedestrian activity due the recently constructed Santa Fe County Courthouse.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works/Engineering Division, Shirley Rodriguez the city's acting procurement officer will provide project oversight

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 030 **Priority:** High **ID:**33698

Project Title: Paseo de Peralta - SF River Bridge Rehab **Class:** Replace Existing **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 2,500,000 **Proposed project start date:** July 2022

Project Location: Paseo de Peralta - Santa Fe River Santa Fe NM 87501 **Latitude:** 35.684257 **Longitude:** -105.934011

Legislative Language: To replace or reconstruct bridge deck on Paseo de Peralta over the Santa Fe River in the city of Santa Fe, Santa Fe County.

Scope of Work: To replace or reconstruct bridge deck on Paseo de Peralta over the Santa Fe River. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	2,500,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,500,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Environmental Studies	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	300,000	**0**	**0**	**0**	**0**	**300,000**
Construction	No	0	0	**2,150,000**	**0**	**0**	**0**	**2,150,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	350,000	**2,150,000**	**0**	**0**	**0**	**2,500,000**
	Amount Not Yet Funded	2,500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	350,000	**No**	**Yes**	**No**	**No**	**Yes**	12
2	2,150,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	2,500,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department will provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 031 **Priority:** High **ID:**36159

Project Title: Fire Station 3,5,6 & 9 Facility Renovations **Class:** Renovate/Repair **Type/Subtype:** Facilities - Fire Facilities

Contact Name: Paul Babcock **Contact Phone:** 505-955-3112 **Contact E-mail:** prbabcock@santafenm.gov

Total project cost: 2,760,000 **Proposed project start date:** July 2021

Project Location: City Wide Locations Santa Fe NM 87505 **Latitude:** 35.395960 **Longitude:** -105.581667

Legislative Language: To plan, design, construct, furnish and equip Fire Station Facility Renovations and Improvements City wide for the City of Santa Fe, NM, in Santa Fe County

Scope of Work: To plan, construct the Old Fire Station #3 Furnaces,Station #5 Supplies Office HVAC Unit Replacement,Fire Station #6 Bay Addition,Fire Station 9 Remodel/Expansion - Plan, design, and remodel/renovate Fire Station #9. The station will be increased in size by 1000 sq. ft. The renovation would include; new kitchen, and living space, new and appropriate bathroom facilities, new physical fitness area, new offices, and new meeting/conference spaces. The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	25,000	Yes	25,000	2,220,406	2016-2017	
OTHER	2,220,406	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,245,406		25,000	2,220,406		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Environmental Studies	No	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Planning	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Design (Engr./Arch.)	No	25,000	185,000	**0**	**0**	**0**	**0**	**210,000**
Construction	No	0	2,405,000	**35,000**	**0**	**0**	**0**	**2,440,000**
Furnishing/Equipment	No	0	75,000	**0**	**0**	**0**	**0**	**75,000**
TOTALS		25,000	2,700,000	**35,000**	**0**	**0**	**0**	**2,760,000**
	Amount Not Yet Funded	2,735,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**110,600**	**116,100**	**121,900**	**128,000**	**134,400**	**611,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No

Please explain. City of Santa Fe Project Administrator and Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 80,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 032 **Priority:** High **ID:**36163

Project Title: Bicycle & Pedestrian Wayfinding System **Class:** New **Type/Subtype:** Transportation - Bike/Pedestrian/Equestrian

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 350,000 **Proposed project start date:** July 2022

Project Location: Old Santa Fe Trail (Zia Rd to Santa Fe) Santa Fe NM 87501 **Latitude:** 35.6684466 **Longitude:** -105.925455

Legislative Language: Wayfinding for bicycle and pedestrians downtown, Guadalupe District, Railyard and all bicycle network, including signage, maps and/or digital navigation for the City of Santa Fe, Santa Fe NM in Santa Fe County.

Scope of Work: Wayfinding for bicycle and pedestrians downtown, Guadalupe District, Railyard and all bicycle network, including signage, maps and/or digital navigation, The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	350,000	Yes	350,000	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	350,000		350,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
	N/A							

Water Rights		0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	50,000	**0**	**0**	**0**	**0**	**50,000**
Construction	No	0	300,000	**0**	**0**	**0**	**0**	**300,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	350,000	**0**	**0**	**0**	**0**	**350,000**
	Amount Not Yet Funded	350,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	50,000	**Yes**	**Yes**	**No**	**No**	**No**	12
2	300,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	350,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	operating expenses will be determined by COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe PW Project Administrator and Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 100,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 033 **Priority:** High **ID:**36164

Project Title: Henry Lynch Reconstruction **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-3368 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 2,200,000 **Proposed project start date:** July 2022

Project Location: Old Santa Fe Trail (Zia Rd to Santa Fe) Santa Fe NM 87501 **Latitude:** 35.657219 **Longitude:** -106.001724

Legislative Language: To plan, design, right-of-way acquisition and construct roadway improvements on Henry Lynch from Agua Fria to Rufina in the Santa Fe County Line in the city of Santa Fe within Santa Fe County.

Scope of Work: To plan, design, right-of-way acquisition and construct roadway improvements on Henry Lynch from Agua Fria to Rufina. Pavement on Henry Lynch is in very poor condition and sidewalk, curb and gutter need to be added to this street to better serve the school, business park and visitors, the City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	2,200,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,200,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	200,000	**0**	**0**	**0**	**0**	**200,000**
Construction	N/A	0	0	**2,000,000**	**0**	**0**	**0**	**2,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	200,000	**2,000,000**	**0**	**0**	**0**	**2,200,000**
	Amount Not Yet Funded	2,200,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	200,000	**Yes**	**Yes**	**No**	**No**	**No**	12
2	2,000,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	2,200,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	operating expenses will be determined by the COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe PW Project Administrator & Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 100,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 034 **Priority:** High **ID:**36168

Project Title: Cerro Gordo Reconstruction **Class:** Replace Existing **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromoero1@santafenm.gov

Total project cost: 2,850,000 **Proposed project start date:** July 2022

Project Location: Old Santa Fe Trail (Zia Rd to Santa Fe) Santa Fe NM 87501 **Latitude:** 35.683410 **Longitude:** -105.907896

Legislative Language: To plan, design, right-of-way acquisition and construct roadway improvements on Cerro Gordo from Armijo Lane to Canyon Road in the City of Santa Fe, in Santa Fe County.

Scope of Work: To plan, design, right-of-way acquisition and construct roadway improvements on Cerro Gordo from Armijo Lane to Canyon Road. This roadway is currently millings over a dirt road. It needs to be engineered for drainage and pavement. The community completed a poll showing 68% of respondents want the road paved, The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	2,850,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,850,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	50,000	**0**	**0**	**0**	**0**	**50,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Environmental Studies	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	250,000	**0**	**0**	**0**	**0**	**250,000**
Construction	No	0	0	**2,500,000**	**0**	**0**	**0**	**2,500,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	350,000	**2,500,000**	**0**	**0**	**0**	**2,850,000**
	Amount Not Yet Funded	2,850,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	300,000	**No**	**Yes**	**No**	**No**	**No**	12
2	2,500,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	2,800,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Project improves existing infrastructure					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings May lower cost by upgrading aging infrastructure

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe PW Project Administrator and Shirley Rodriguez the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. The community completed a poll showing 68% of respondents want the road paved in order to benefit all citizens within the area. 100,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 035 **Priority:** High **ID:**36169

Project Title: ADA Facility Transition Plan Implementation **Class:** Renovate/Repair **Type/Subtype:** Facilities - Other

Contact Name: Michael Rodriguez **Contact Phone:** 505-955-5932 **Contact E-mail:** mrrodriguez@santafenm.gov

Total project cost: 1,000,000 **Proposed project start date:** July 2020

Project Location: City Wide Locations Santa Fe NM 87505 **Latitude:** 35.3940 **Longitude:** -105.5947

Legislative Language: To plan and construct ADA Facility needs for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To plan and construct ADA Facility Needs, The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	1,000,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	250,000	**250,000**	**250,000**	**250,000**	**0**	**1,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	250,000	**250,000**	**250,000**	**250,000**	**0**	**1,000,000**
	Amount Not Yet Funded	1,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	250,000	**No**	**Yes**	**Yes**	**No**	**No**	12
2	250,000	**No**	**No**	**Yes**	**No**	**No**	12
3	250,000	**No**	**No**	**Yes**	**No**	**No**	12
4	250,000	**No**	**No**	**Yes**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	1,000,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	operating expenses will be determined by the COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe PW Project Administrator and Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 100,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 036 **Priority:** High **ID:**36177

Project Title: Monica Roybal Roof Replacments **Class:** Replace Existing **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Kyra Ochoa **Contact Phone:** 5059556603 **Contact E-mail:** krochoa@santafenm.gov

Total project cost: 140,000 **Proposed project start date:** December 2020

Project Location: 738 Agua Fria St Santa Fe NM 87507 **Latitude:** 35.685271 **Longitude:** -105.952194

Legislative Language: To plan, design and construct a new roof for the Monica Roybal building in the City of Santa Fe, NM in Santa Fe County

Scope of Work: To install a new roof on the building. No funding has been identified for this project at this time. A preliminary cost estimate identified $140,000 to complete the project, The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	140,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	140,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	140,000	**0**	**0**	**0**	**0**	**140,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	140,000	**0**	**0**	**0**	**0**	**140,000**
	Amount Not Yet Funded	140,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				No		
If no, please explain why:	one time construction project					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings New roof repairs will lower maintenance costs

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Project Administrator & Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 10,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 037 **Priority:** High **ID:**36176

Project Title: Monica Roybal Basketball Courts Repairs **Class:** Renovate/Repair **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Kyra Ochoa **Contact Phone:** 5059556603 **Contact E-mail:** krochoa@santafenm.gov

Total project cost: 60,000 **Proposed project start date:** December 2020

Project Location: 738 Agua Fria St Santa Fe NM 87507 **Latitude:** 35.685271 **Longitude:** -105.952194

Legislative Language: To plan, design and construct a new overlay for the outdoor basketball court/playground Monica Roybal building in the City of Santa Fe, NM in Santa Fe County

Scope of Work: To install a new concrete overlay on the existing basketball/playground. No funding has been identified for this project at this time. A preliminary cost estimate identified $60,000 to complete the project, The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	60,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	60,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	60,000	**0**	**0**	**0**	**0**	**60,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	60,000	**0**	**0**	**0**	**0**	**60,000**
	Amount Not Yet Funded	60,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	One Time Construction Project					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Project Administrator & Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 10,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 038 **Priority:** High **ID:**29993

Project Title: West Alameda St. Drainage **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 3,500,000 **Proposed project start date:** July 2020

Project Location: W. Alameda St. - Via Abajo to La Joya Santa Fe NM 87501 **Latitude:** 35.675504 **Longitude:** -105.985161

Legislative Language: To plan and design right of way acquisition and construct drainage and widening improvements on West Alameda Street in the City of Santa Fe, NM, Santa Fe County

Scope of Work: Complete design of right of way acquisition and construction of drainage and widening safety improvements to address flooding issue and provide pedestrian facilities, The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	3,500,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	3,500,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Environmental Studies	No	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Planning	No	0	50,000	**0**	**0**	**0**	**0**	**50,000**
Design (Engr./Arch.)	No	0	300,000	**0**	**0**	**0**	**0**	**300,000**
Construction	No	0	0	**3,000,000**	**0**	**0**	**0**	**3,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	500,000	**3,000,000**	**0**	**0**	**0**	**3,500,000**
	Amount Not Yet Funded	3,500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	500,000	**Yes**	**Yes**	**No**	**No**	**Yes**	18
2	3,000,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	3,500,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	To be budgeted in the future					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division will provide project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 039 **Priority:** High **ID:**32384

Project Title: Canada Rincon Trail **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 1,000,000 **Proposed project start date:** July 2020

Project Location: Canada Rincon Trail from Calle Francisco to Calle Mejia) Santa Fe NM 87501 **Latitude:** 105.5709 **Longitude:** 135.4157

Legislative Language: To plan, design, right-of-way acquisition and construct Canada Rincon Trail from Calle Francisco to Calle Mejia within the city of Santa Fe, in Santa Fe County.

Scope of Work: To plan, design, right-of-way acquisition and construct Canada Rincon Trail from Calle Francisco to Calle Mejia in which The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
DOT	900,000	Yes	900,000	0	**Jan 2020**	
LBONDS	100,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,000,000		900,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	**Funded to Date**	**2022**	**2023**	**2024**	**2025**	**2026**	**Total Project Cost**
	N/A							

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights		0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	No	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	No	0	0	**0**	**0**	**0**	**0**	**0**
Planning	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Construction	No	900,000	0	**0**	**0**	**0**	**0**	**900,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		900,000	100,000	**0**	**0**	**0**	**0**	**1,000,000**
	Amount Not Yet Funded	100,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

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Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**5,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe/NMDOT	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division would be project oversight, Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. In coordination with New Mexico Department of Transportation

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 040 **Priority:** High **ID:**36225

Project Title: Santa Fe Railyard Park **Class:** New **Type/Subtype:** Facilities - Other

Contact Name: Sam Burnett **Contact Phone:** 505-955-5933 **Contact E-mail:** jsburnett@santafenm.gov

Total project cost: 750,000 **Proposed project start date:** July 2021

Project Location: 500 Market Street Santa Fe NM 87509 **Latitude:** 35.412 **Longitude:** -105.5654

Legislative Language: To design, construct and plan the Railyard Park project to add a more urban safer park for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: Redesign of the Santa Fe railyard Park. The design will focus on 2 new entry ways, more formalized event areas, and remove areas where unsafe activities could and have occurred. The project will be completed in one phase. The project should be completed in one year from design to construction. The project is justified do the seasonal bad activities that have occurred on the park grounds when the park is not having formal activities. The project will be designed by a registered professional landscape architect r and construction services procured through a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	750,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	750,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Infrastructure Capital Improvement Plan FY2022-2026

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	75,000	**0**	**0**	**0**	**0**	**75,000**
Construction	No	0	337,500	**337,500**	**0**	**0**	**0**	**675,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	412,500	**337,500**	**0**	**0**	**0**	**750,000**
	Amount Not Yet Funded	750,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	75,000	**No**	**Yes**	**No**	**No**	**No**	6
2	337,500	**No**	**No**	**Yes**	**No**	**No**	8
3	337,500	**No**	**No**	**Yes**	**No**	**No**	8
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	750,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				**No**		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Project Administrator and Shirley Rodriguez, the city's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 10,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 041 **Priority:** High **ID:**36139

Project Title: Historic Train Depot Repair **Class:** New **Type/Subtype:** Facilities - Cultural Facilities

Contact Name: Sam Burnett **Contact Phone:** 5059555933 **Contact E-mail:** jsburnett@santafenm.gov

Total project cost: 1,657,855 **Proposed project start date:** August 2020

Project Location: 410 S. Guadalupe Street Santa Fe NM 87501 **Latitude:** 35.6840915 **Longitude:** -105.9461394

Legislative Language: To construct renovation of the historic Santa Fe Train Depot Building for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To construct rehabilitation of the historic Santa Fe Train Depot. This will include repairs and replacements of structural wood members, roof replacement, pebble dash stucco repair, door and window repair, HVAC and mechanical upgrades, and a rehabilitation of the interior.The design of the renovation has been completed and contractors will be invited to bid on the construction of the rehabilitation.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	32,856	Yes	32,856	15,000	06/01/2018	City of Santa Fe
OTHER	24,999	Yes	24,999	15,000	03/01/2019	NM Dept. of Historic Preservat
LGRANT	1,600,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,657,855		57,855	30,000		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	57,855	0	**0**	**0**	**0**	**0**	**57,855**
Construction	No	0	1,600,000	**0**	**0**	**0**	**0**	**1,600,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		57,855	1,600,000	**0**	**0**	**0**	**0**	**1,657,855**
	Amount Not Yet Funded	1,600,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	57,855	**No**	**Yes**	**No**	**No**	**No**	18
2	1,600,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	1,657,855						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	Operating budget will be determined by COSF

ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Residents of the City of Santa Fe

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No

Please explain. Project Administrator and Shirley Rodriguez, the City of Santa Fe's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Improved building will enhance the economy

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 85,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 042 **Priority:** High **ID:**23272

Project Title: Southwest Activity Node Park (SWAN) **Class:** Renovate/Repair **Type/Subtype:** Facilities - Other

Contact Name: Curt Temple **Contact Phone:** 505-795-2439 **Contact E-mail:** cetemple@santafenm.gov

Total project cost: 10,047,637 **Proposed project start date:** September 2021

Project Location: 500 Plaza Central Santa Fe NM 87507 **Latitude:** 36.6169 **Longitude:** -106.0651

Legislative Language: To continue to plan, design and construct new amenities of the Southwest Activity Node park, Phase III, for the City of Santa Fe, Santa Fe, NM, in Santa Fe County.

Scope of Work: To continue the design/construction of Phase III of a regional park. This includes the following. Festival Lawn, Fruit Tree Orchard, Community Garden, Skate Park/Plaza, BMX Pump Track, Multi‐purpose Sport Fields, Tennis/Pickle ball Courts, Maintenance/Restrooms/Concession Building, Water Playground, Community Lawn and Road Extension The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	10,047,637	Yes	0	0	**2016**	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	10,047,637		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	**Funded to Date**	**2022**	**2023**	**2024**	**2025**	**2026**	**Total Project Cost**

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	No	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	1,000,000	**0**	**0**	**0**	**0**	**1,000,000**
Construction	No	0	0	**8,200,000**	**0**	**0**	**0**	**8,200,000**
Furnishing/Equipment	N/A	0	0	**847,637.375**	**0**	**0**	**0**	**847,637.375**
TOTALS		0	1,000,000	**9,047,637**	**0**	**0**	**0**	**10,047,637**
	Amount Not Yet Funded	10,047,637						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** Yes **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	1,000,000	**No**	**Yes**	**No**	**No**	**No**	12
2	9,047,637	**No**	**No**	**Yes**	**Yes**	**No**	24
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	10,047,637						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				No		
If no, please explain why:	Budgeting to occur prior to start of construction					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Residents within the City of Santa Fe

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Parks and Recreation Department would provide project oversight and Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Improved parks will enhance the economy

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 043 **Priority:** High **ID:**32382

Project Title: Drainage & Watershed Maintenance **Class:** Renovate/Repair **Type/Subtype:** Water - Storm/Surface Water Control

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@ci.santa-fe.nm.us

Total project cost: 7,500,000 **Proposed project start date:** July 2021

Project Location: 200 Lincoln Avenue Santa Fe NM 87501 **Latitude:** 35.412445 **Longitude:** -105.561821

Legislative Language: To plan, design, right-of-way acquisition and construct storm drainage and watershed improvements within the city of Santa Fe, in Santa Fe County.

Scope of Work: To plan, design, right-of-way acquisition and construct storm drainage and watershed improvements. These projects are aimed to implement the Citys Storm Water Master Plan. Project may include but are not limited to:

Arroyo Stabilization (Arroyo Chamiso St Francis to VoTech)-$500,000
Arroyo Channel/Bank Improv (Montano to Placito Chaco)-$300,000
Arroyo Channel/Bank Improv (Onate to Agua Fria)-$100,000
Arroyo Grade Control and Channel Improvements-$300,000
Arroyo Stabilization (Cam de Las Campanas to Arroyo Chamiso confluence)-$550,000
Arroyo Stabilization (Arroyo Chamiso Gov Miles to Cactus Flower)-$400,000
Arroyo Stabilization (Lower reches Cam Carlo Rey to Gov Miles)-$600,000
SF River Bank Stabilization/Erosion Control at La Joya-$500,000
SF River Grade Control Repairs at Ricardo-$3500,000
Richards Ave Structure Repair (Arroyo just south of Gov Miles)-$500,000

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	7,500,000	Yes	0	0		City's capital budget
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		

	0	No	0	0
	0	No	0	0
TOTALS	7,500,000		0	0

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	**Funded to Date**	**2022**	**2023**	**2024**	**2025**	**2026**	**Total Project Cost**
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	No	0	25,000	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	No	0	25,000	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**
Planning	No	0	50,000	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**
Design (Engr./Arch.)	No	0	300,000	**300,000**	**300,000**	**300,000**	**300,000**	**1,500,000**
Construction	No	0	1,100,000	**1,100,000**	**1,100,000**	**1,100,000**	**1,100,000**	**5,500,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	1,500,000	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**7,500,000**
	Amount Not Yet Funded	7,500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights,	# Mos to Complete

						Easements, Acq)	
1	1,500,000	Yes	Yes	Yes	No	Yes	12
2	1,500,000	Yes	Yes	Yes	No	Yes	12
3	1,500,000	Yes	Yes	Yes	No	Yes	12
4	1,500,000	Yes	Yes	Yes	No	Yes	12
5	1,500,000	Yes	Yes	Yes	No	Yes	12
TOTAL	7,500,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?				No		
If no, please explain why:	Does not increase O/E					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**1,560,000**	**1,560,000**	**1,560,000**	**1,560,000**	**1,560,000**	**7,800,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. The MS4 permit cooperative agreement also benefits NMDOT and SF County.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department/Engineering Division would be project oversight, with Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. All residents of the city of Santa Fe would benefit from this project, approximately 100,000 residents.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 044 **Priority:** High **ID:**37191

Project Title: Pedestrian and Bike Safety on Pacheco & Siring Rd **Class:** Renovate/Repair **Type/Subtype:** Transportation - Bike/Pedestrian/Equestrian

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 150,000 **Proposed project start date:** July 2022

Project Location: 1600 Saint Michael's Drive Santa Fe NM 87504 **Latitude:** 35.6855 **Longitude:** -105.9684

Legislative Language: To plan, design right-of-way acquisition, and construct pedestrian and bicycle infrastructure improvements on key streets across the City of Santa Fe NM, in Santa Fe County.

Scope of Work: To plan, design, right-of-way acquisition, and construct pedestrian and bicycle infrastructure improvements on Pacheco Street from Alta Vista to San Mateo and Siringo Road from Pacheco Street to St. Francis Drive to improve safety, mobility and sustainability.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	150,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	150,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	No	0	15,000	**0**	**0**	**0**	**0**	**15,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	15,000	**0**	**0**	**0**	**0**	**15,000**
Construction	No	0	0	**120,000**	**0**	**0**	**0**	**120,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	30,000	**120,000**	**0**	**0**	**0**	**150,000**
	Amount Not Yet Funded	150,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	30,000	**No**	**Yes**	**No**	**No**	**Yes**	10
2	120,000	**No**	**No**	**Yes**	**No**	**No**	10
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	150,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	O/E will be discussed during the City's Budget					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. The Engineering Division Project Administrator and the City's Procurement Officer will provide oversight.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. Yes, pedestrian and bicycle traffic is increasing and the pedestrian and bike facilities are poor creating unsafe conditions for drivers, pedestrian and bicyclists for 8,000.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 045 **Priority:** High **ID:**36136

Project Title: New Main Library **Class:** New **Type/Subtype:** Facilities - Libraries

Contact Name: Maria Tucker **Contact Phone:** 505-955-6788 **Contact E-mail:** metucker@santafenm.gov

Total project cost: 20,000,000 **Proposed project start date:** September 2020

Project Location: 1600 St. Michael's Drive Santa Fe NM 87505 **Latitude:** 35.657380 **Longitude:** -105.977030

Legislative Language: To plan, design, construct, furnish and equip a new main Library for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: Plan, design and construct a new centrally located main library. The City completed a Library Study in December 2019 which recommended building a new main library in the center of the City of Santa Fe since existing libraries at La Farge and Downtown have insufficient capacity and technology to serve the growing population. The new library will include administrative offices and may include mixed uses such as business incubation, immigrant support center, shops, or other compatable uses. The incorporation of mixed uses and partnerships can assist with construction costs as well as increase utilization of the library. A new library is critical infrastructure to support the economy and public well-being in the City of Santa Fe.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LGRANT	10,000,000	Yes	0	0		
LFUNDS	8,000,000	No	0	0		
OTHER	2,000,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	20,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Design (Engr./Arch.)	No	0	1,900,000	**0**	**0**	**0**	**0**	**1,900,000**
Construction	No	0	0	**18,000,000**	**0**	**0**	**0**	**18,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	2,000,000	**18,000,000**	**0**	**0**	**0**	**20,000,000**

Amount Not Yet Funded 20,000,000

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	2,000,000	**Yes**	**Yes**	**No**	**No**	**No**	8
2	18,000,000	**No**	**No**	**Yes**	**No**	**No**	24
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	20,000,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	Operating Expense will be determined by COSF

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. City and County of Santa Fe

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Project Administrator will work with Library Division Director to ensure completion.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Public Libraries have a proven economic value to the community

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 100,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 046 **Priority:** High **ID:**25230

Project Title: New Fire Training Facility **Class:** New **Type/Subtype:** Facilities - Fire Facilities

Contact Name: Paul Babcock **Contact Phone:** 505-955-3112 **Contact E-mail:** prbabcock@santafenm.gov

Total project cost: 18,000,000 **Proposed project start date:** January 2021

Project Location: Hwy 599 and South Meadows Santa Fe NM 87507 **Latitude:** 35.656961 **Longitude:** -106.035873

Legislative Language: To plan, design, construct, finish and equip a new Fire Training Facility for the City of Santa Fe Fire Department, Santa Fe NM, in Santa Fe County. This project will replace an aging facility that has become obsolete and laces the space and facilities to train our department. This new facility would be open for use and co-occupancy to the City of Santa Fe Police Department and the Santa Fe County Fire Department, for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: Plan,design, and construct a new Fire Training Facility. The facility will be placed on 8-10 acres and will include a 26,000 sqft main training building, housing classrooms, meeting space and offices. A 10,000 sqft fire apparatus storage and warehouse structure to include two apparatus bays, personal protective equipment storage and cleaning facility, cadet training room and kitchen facilities. A new four story fire / rescue training tower with propane fueled fire props that is surrounded by an asphalt training yard, The project will be completed in two phases. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Environmental Studies	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Planning	N/A	0	250,000	**0**	**0**	**0**	**0**	**250,000**
Design (Engr./Arch.)	Yes	0	1,320,000	**0**	**0**	**0**	**0**	**1,320,000**
Construction	No	0	0	**13,380,000**	**0**	**0**	**0**	**13,380,000**
Furnishing/Equipment	No	0	0	**0**	**3,000,000**	**0**	**0**	**3,000,000**
TOTALS		0	1,620,000	**13,380,000**	**3,000,000**	**0**	**0**	**18,000,000**
	Amount Not Yet Funded	18,000,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	1,800,000	**Yes**	**Yes**	**No**	**No**	**No**	12
2	16,200,000	**No**	**No**	**Yes**	**Yes**	**No**	18
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0

5	0	No	No	No	No	No	0
TOTAL	18,000,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					No	
If no, please explain why:	O/E minimal; addressed in future budgets					
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. the City of Santa Fe Police Department and Santa FE County Fire Department will benefit

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. A City of Santa Fe Engineer will be assigned as the project manager to manage oversight on this project. Shirley Rodriguez, the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. A much improved training facility for emergency response will greatly serve the entire citizens of t

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 047 **Priority:** High **ID:**22928

Project Title: Fire Station 1 Remodel/Expansion **Class:** Renovate/Repair **Type/Subtype:** Facilities - Fire Facilities

Contact Name: Paul Babcock **Contact Phone:** 505-955-3112 **Contact E-mail:** prbabcock@santafenm.gov

Total project cost: 7,310,000 **Proposed project start date:** July 2021

Project Location: 200 Murales Road Santa Fe NM 87501 **Latitude:** 35.69550 **Longitude:** -105.93327

Legislative Language: To plan and construct improvements to Fire Station No. 1 in the City of Santa Fe, Santa Fe, NM in Santa Fe County, New Mexico.

Scope of Work: The Station #1 remodel and expansion project will include plans to expand the current square footage of the existing structure to provide updated and adequate living space for emergency response personnel. The expansion will include increasing the size of the current kitchen, day-room and sleeping quarters. New bathrooms will also be include to provide adequate space for both male and female personnel; along with expanding and renovating the operational personnel space, the current administrative office spaces will be expanded to provide adequate and modernized office and meeting spaces. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	7,310,000	Yes	0	0		Legislatve
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	7,310,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Environmental Studies	N/A	0	5,000	**0**	**0**	**0**	**0**	**5,000**
Planning	N/A	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Design (Engr./Arch.)	No	0	560,000	**0**	**0**	**0**	**0**	**560,000**
Construction	No	0	5,955,000	**610,000**	**0**	**0**	**0**	**6,565,000**
Furnishing/Equipment	No	0	75,000	**0**	**0**	**0**	**0**	**75,000**
TOTALS		0	6,700,000	**610,000**	**0**	**0**	**0**	**7,310,000**
	Amount Not Yet Funded	7,310,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	O/E minimal; addressed in future budgets					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Assistant Chief Jan Snyder/Facilities Division Project Manager for project oversight. Shirley Rodriguez the city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. Project will benefit all citizens within the city of Santa Fe area.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 048 **Priority:** High **ID:**32394

Project Title: PRV System Improvements **Class:** Renovate/Repair **Type/Subtype:** Water - Water Supply

Contact Name: Alex Gamino **Contact Phone:** 505-955-4375 **Contact E-mail:** aegamino@santafenm.gov

Total project cost: 750,000 **Proposed project start date:** July 2021

Project Location: 801 W. San Mateo Santa Fe NM 87504 **Latitude:** 35.394272 **Longitude:** -105.574312

Legislative Language: To construct replacement water Pressure Reducing Valve stations for the City of Santa Fe, Santa Fe, NM, in Santa Fe County.

Scope of Work: Construct replacements for existing underground PRV stations, which have inadequate working room or safe access for personnel and/or have obsolete piping and valving systems. The project will be designed by a registered professional engineer and construction services procured through a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	Yes	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	150,000	**150,000**	**150,000**	**150,000**	**150,000**	**750,000**
Furnishing/Equipment	No	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	150,000	**150,000**	**150,000**	**150,000**	**150,000**	**750,000**
	Amount Not Yet Funded	750,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	150,000	**No**	**No**	**Yes**	**No**	**No**	12
2	150,000	**No**	**No**	**Yes**	**No**	**No**	12
3	150,000	**No**	**No**	**Yes**	**No**	**No**	12
4	150,000	**No**	**No**	**Yes**	**No**	**No**	12
5	150,000	**No**	**No**	**Yes**	**No**	**No**	12
TOTAL	750,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	No additional O/E needed					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Staff will provide oversight on this project, Shirley Rodriguez the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project. This project will benefit the entire city of Santa Fe and Santa Fe County which is over 200,000 peop

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 049 **Priority:** High **ID:**37155

Project Title: MRC Irrigation System Upgrades **Class:** Renovate/Repair **Type/Subtype:** Water - Storm/Surface Water Control

Contact Name: Jennifer Romero **Contact Phone:** 505-955-4465 **Contact E-mail:** jcromero@satnafenm.gov

Total project cost: 1,500,000 **Proposed project start date:** July 2022

Project Location: 205 Caja Del Rio Road Santa Fe NM 87507 **Latitude:** 35.6855 **Longitude:** -105.9684

Legislative Language: To plan, design and construct irrigation upgrades at the Municipal Recreation Complex for the City of Santa Fe in Santa Fe County.

Scope of Work: To plan, design and construct irrigation upgrades at the Municipal Recreation Complex which serves Soccer Valley and the Marty Sanchez Links de Santa Fe Golf Course and other athletic fields to conserve 240,000 gallons per day of water and protect 147 acres of irrigated, recreational turf. Follow recommendations of the irrigation audit which identified that the system was not watering properly and wasting water. Upgrade antiquated system components including pumps, sprinkler heads, controllers, etc.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Construction	No	0	0	**650,000**	**750,000**	**0**	**0**	**1,400,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	100,000	**650,000**	**750,000**	**0**	**0**	**1,500,000**
	Amount Not Yet Funded	1,500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	100,000	**No**	**Yes**	**Yes**	**No**	**No**	10
2	650,000	**No**	**No**	**Yes**	**No**	**No**	10
3	750,000	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	1,500,000						

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Has your local government/agency budgeted for operating expenses for the project when it is completed?				**No**		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings Saving 20% of water use will reduce operating costs, also reduce maintenance costs with new system

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Santa Fe County, Sports Leagues

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Project Manager and City of Santa Fe Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. MRC is a key facility to attract visitors and residents to Northern New Mexico

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 46,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 050 **Priority:** High **ID:**37157

Project Title: Electrification of City Fleet **Class:** New **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Neal Denton **Contact Phone:** 5059552229 **Contact E-mail:** nhdenton@santafenm.gov

Total project cost: 1,000,000 **Proposed project start date:**

Project Location: 1600 Saint Michael's Drive Santa Fe NM 87507 **Latitude:** 35.6855 **Longitude:** -105.9684

Legislative Language: To plan, purchase, equip and implement replacement of internal combustion, non-emergency sedans used by the City of Santa Fe with electric vehicles for the City of Santa Fe NM, in Santa Fe County.

Scope of Work: To plan and implement replacement of internal combustion, non-emergency sedans used by the City of Santa Fe with electric vehicles. Will evaluate City Fleet to identify non-emergency sedans at end of life and replace with electric vehicles. Will also install charging infrastructure to support the electric vehicles. PNM is expected to have a rebate program for charging stations that the City will take advantage of as part of this program. The City will fund a portion of the replacement cost of vehicles. Operating electric vehicles and installing charging stations will reduce operating costs, lead by example and reduce the City?s carbon footprint.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	470,000	No	0	0		
LGRANT	500,000	Yes	0	0		
OTHER	30,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Estimated Costs Not Yet Funded

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	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	50,000	**50,000**	**40,000**	**0**	**0**	**140,000**
Furnishing/Equipment	No	0	200,000	**450,000**	**210,000**	**0**	**0**	**860,000**
TOTALS		0	250,000	**500,000**	**250,000**	**0**	**0**	**1,000,000**
	Amount Not Yet Funded	1,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	250,000	**No**	**No**	**Yes**	**Yes**	**No**	6
2	500,000	**No**	**No**	**Yes**	**Yes**	**No**	12
3	250,000	**No**	**No**	**Yes**	**Yes**	**No**	6
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0

Infrastructure Capital Improvement Plan FY2022-2026

TOTAL	1,000,000

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	Electric vehicles will reduce cost of operations

ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings The average cost to operate an Electric Vehicle in the United States is $485 per year, while the average for a gasoline powered vehicle is $1,117. 50% operating savings expected.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Reducing Carbon emissions benefits the region

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. The City of Santa Fe Sustainability team is shepherding the fleet electrification project

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project. 85,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.) Yes, carbon emissions are hazardous to the long term public health and safety

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 051 **Priority:** High **ID:**36144

Project Title: Soccer Valley Improvements **Class:** New **Type/Subtype:** Facilities - Other

Contact Name: Jennifer Romero **Contact Phone:** 505-955-4465 **Contact E-mail:** jcromero@santafenm.gov

Total project cost: 8,750,000 **Proposed project start date:** July 2020

Project Location: 205 Caja Del Rio Rd Santa Fe NM 87507 **Latitude:** 35.663398 **Longitude:** -106.064329

Legislative Language: To plan, design and construct improvements to the Soccer Valley complex as laid out in the Master Plan for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To plan, design and construct improvements to the Soccer Valley complex as laid out in the Master Plan. This includes improvements to the fields, irrigation systems, drainage systems, circulations systems, and the addition of lighting and buildings. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	250,000	Yes	250,000	12,145	**01/01/2019**	
LBONDS	500,000	Yes	500,000	0	**08/01/2019**	
OTHER	500,000	Yes	500,000	0	**08/01/2019**	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,250,000		1,250,000	12,145		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	**Funded to Date**	**2022**	**2023**	**2024**	**2025**	**2026**	**Total Project Cost**

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	750,000	720,000	**0**	**0**	**0**	**0**	**1,470,000**
Construction	No	500,000	0	**3,180,000**	**3,600,000**	**0**	**0**	**7,280,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		1,250,000	720,000	**3,180,000**	**3,600,000**	**0**	**0**	**8,750,000**
	Amount Not Yet Funded	7,500,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	80,000	**No**	**Yes**	**No**	**No**	**No**	12
2	800,000	**No**	**No**	**Yes**	**No**	**No**	12
3	720,000	**No**	**Yes**	**No**	**No**	**No**	12
4	3,600,000	**No**	**No**	**Yes**	**No**	**No**	12
5	3,600,000	**No**	**No**	**No**	**Yes**	**No**	12
TOTAL	8,800,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Operating Expenses will be determined by the COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity. Improved Parks benefits all the City of Santa Fe Residents

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Project Administrator & Shirley Rodriguez the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 052 **Priority:** High **ID:**33675

Project Title: Transit Facility Repaving/ADA Upgrades **Class:** Renovate/Repair **Type/Subtype:** Transportation - Transit

Contact Name: Thomas Martinez **Contact Phone:** 505-955-2206 **Contact E-mail:** tamartinez@ci.santa-fe.nm.us

Total project cost: 400,000 **Proposed project start date:** April 2021

Project Location: 2931 Rufina Street Santa Fe NM 87507 **Latitude:** 35.656561 **Longitude:** -105.996626

Legislative Language: To repave the Transit yard and parking areas, and design and construct necessary ADA accessibility Transit Division Facility at 2931 Rufina Street, for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To repave the yard where the buses and support vehicles are parking and driver training is conducted. To repave the employee and visitor parking areas. To upgrade the ADA accessibility from Rufina Street into the facility. No funding has been identified for this project at this time. A preliminary cost estimate identified $400,000 to complete the project. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	400,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	400,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	10,000	**0**	**0**	**0**	**0**	**10,000**
Construction	No	0	390,000	**0**	**0**	**0**	**0**	**390,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	400,000	**0**	**0**	**0**	**0**	**400,000**
	Amount Not Yet Funded	400,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	10,000	**No**	**Yes**	**No**	**No**	**No**	3
2	390,000	**No**	**No**	**Yes**	**No**	**No**	3
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	400,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Rolled into general facility maintenance					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. The City of Santa Fe Transit Division provides transit service to the Community College District and links with the Rail Runner, North Central RTD and NMDOT Park and Ride.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Transit Division Director with assistance from Project Managers from the Facilities Division, Shirley Rodriguez, the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project. Not directly, but improvement to the facility impacts the services provided to the

public.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 053 **Priority:** High **ID:**32424

Project Title: Security for Water Source and Storage Sites **Class:** New **Type/Subtype:** Water - Water Supply

Contact Name: Alex Gamino **Contact Phone:** 505-955-4375 **Contact E-mail:** aegamino@ci.santa-fe.nm.us

Total project cost: 1,353,910 **Proposed project start date:** July 2020

Project Location: 801 W. San Mateo Santa Fe NM 87505 **Latitude:** 35.394272 **Longitude:** -105.574312

Legislative Language: To plan,design, and construct video and access control systems for water facilities for the City of Santa Fe, Santa Fe NM, in Santa Fe County.

Scope of Work: Plan, design and construct video and access control system to remote sites for viewing at a central location. The project will strengthen measures to protect treatment facilities, storage facilities, pumping facilities and transmission facilities. The project will be designed by a registered professional engineer and construction services procured through a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	1,353,910	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,353,910		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	No	0	5,000	**5,000**	**5,000**	**5,000**	**5,000**	**25,000**
Design (Engr./Arch.)	No	0	15,000	**15,000**	**15,000**	**15,000**	**15,000**	**75,000**
Construction	No	0	250,782	**250,782**	**250,782**	**250,782**	**250,782**	**1,253,910**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	270,782	**270,782**	**270,782**	**270,782**	**270,782**	**1,353,910**
	Amount Not Yet Funded	1,353,910						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	270,782	**Yes**	**Yes**	**Yes**	**No**	**No**	12
2	270,782	**Yes**	**Yes**	**Yes**	**No**	**No**	12
3	270,782	**Yes**	**Yes**	**Yes**	**No**	**No**	12
4	270,782	**Yes**	**Yes**	**Yes**	**No**	**No**	12
5	270,782	**Yes**	**Yes**	**Yes**	**No**	**No**	12
TOTAL	1,353,910						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	o/e will be developed on july 2018					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Project Manager and Shirley Rodriguez the City's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 054 **Priority:** High **ID:**33678

Project Title: Transit Fixed Route Vehicle Replacement **Class:** Replace Existing **Type/Subtype:** Equipment - Other

Contact Name: Keith Wilson **Contact Phone:** 505-955-2223 **Contact E-mail:** kpwilson@ci.santa-fe.nm.us

Total project cost: 5,250,000 **Proposed project start date:** August 2020

Project Location: 2931 Rufina Street Santa Fe NM 87507 **Latitude:** 35.656561 **Longitude:** -105.996626

Legislative Language: To purchase the replacement of fixed route transit vehicles for those that have exceeded their useful life for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To purchase replacements of fixed route transit vehicles for those that have exceeded their useful life. Replacement plan requires replacement of 2 transit vehicles per year. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	5,250,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	5,250,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Furnishing/Equipment	No	0	1,050,000	**1,050,000**	**1,050,000**	**1,050,000**	**1,050,000**	**5,250,000**
TOTALS		0	1,050,000	**1,050,000**	**1,050,000**	**1,050,000**	**1,050,000**	**5,250,000**
	Amount Not Yet Funded	5,250,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	1,050,000	**No**	**No**	**No**	**Yes**	**No**	6
2	1,050,000	**No**	**No**	**No**	**Yes**	**No**	6
3	1,050,000	**No**	**No**	**No**	**Yes**	**No**	6
4	1,050,000	**No**	**No**	**No**	**Yes**	**No**	6
5	1,050,000	**No**	**No**	**No**	**Yes**	**No**	6
TOTAL	5,250,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	New fleet is maintained by city staff as usual					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings Newer vehicles require less maintenance than buses that have exceed their useful life.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. City of Santa Fe Transit Division provides transit service to the Community College District and links with the Rail Runner, North Central RTD and NMDOT Park and Ride.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Transit Division Directors will work to provide oversight of this project, Shirley Rodriguez, the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. Approx. 70,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 055 **Priority:** High **ID:**32339

Project Title: Broadband Infrastructure **Class:** New **Type/Subtype:** Other - Other

Contact Name: Kevin Kellogg **Contact Phone:** 505-955-6213 **Contact E-mail:**

Total project cost: 800,000 **Proposed project start date:** January 2020

Project Location: 200 Lincoln Avenue Santa Fe NM 87501 **Latitude:** 35.412445 **Longitude:** -105.561821

Legislative Language: To plan, design, install and improve broadband access within the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: Fiber Optic telecommunication extension to former College of Santa Fe campus and The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	400,000	Yes	400,000	0	**07/2018**	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	400,000		400,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	45,000	0	**0**	**0**	**0**	**0**	**45,000**
Construction	No	200,000	200,000	**200,000**	**0**	**0**	**0**	**600,000**
Furnishing/Equipment	No	155,000	0	**0**	**0**	**0**	**0**	**155,000**
TOTALS		400,000	200,000	**200,000**	**0**	**0**	**0**	**800,000**
	Amount Not Yet Funded	400,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	O/E contract obligation of vendor					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings Potentially, project will drive down internet service costs for users.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	Prime Vendor/Provider TBD	City of Santa Fe	City of Santa Fe	Prime Vendor/Provider TBD
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. ITT and Housing & Community Development Department would be project oversight. Shirley Rodriguez, city's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. City will share with New Mexico State Government via Department of ITT.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. High speed broadband access increases household income in the region. The increased

income and economic impact will benefit all citizens with the area; approximately 100,000.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 056 **Priority:** High **ID:**34724

Project Title: Public Safety Wireless Network **Class:** New **Type/Subtype:** Other - Other

Contact Name: Larry Worstell **Contact Phone:** 505-955-5580 **Contact E-mail:** lfworstell@santafenm.gov

Total project cost: 400,000 **Proposed project start date:** January 2020

Project Location: 2515 Camino Entrada Santa Fe NM 87501 **Latitude:** 35.635972 **Longitude:** -106.019916

Legislative Language: To plan, design, construct and equip a new Public Safety Wireless Network, plan to have high speed video and data channeled live to the Santa Fe Police Headquarters from several key locations in the City of Santa Fe, Santa Fe NM in the Santa Fe County

Scope of Work: Professional assessment, planning and design of the video and data transfer of this network to be completed in phase 1. Construction and Installation of key video and data network sites to be completed in 12 months as part of phase 2, Construction and Installation for remaining video and data network sites to be completed in 12 months as part of phase 3 in which The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	400,000	Yes	200,000	0	**01/2019**	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	400,000		200,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	**Funded to Date**	**2022**	**2023**	**2024**	**2025**	**2026**	**Total Project Cost**

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	45,000	0	**0**	**0**	**0**	**0**	**45,000**
Construction	No	100,000	150,000	**50,000**	**0**	**0**	**0**	**300,000**
Furnishing/Equipment	No	55,000	0	**0**	**0**	**0**	**0**	**55,000**
TOTALS		200,000	150,000	**50,000**	**0**	**0**	**0**	**400,000**
	Amount Not Yet Funded	200,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	45,000	**Yes**	**Yes**	**Yes**	**Yes**	**No**	12
2	55,000	**No**	**No**	**Yes**	**Yes**	**No**	12
3	100,000	**No**	**No**	**Yes**	**Yes**	**No**	12
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	200,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**150,000**	**125,000**	**125,000**	**0**	**0**	**400,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings Video and large data transfers will be conducted on the City PS network instead of our Century Link network which will allow us to keep out bandwidth needs at a minimum and thus reduce costs.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Private businesses, Public Schools and County Public Safety

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe ITT Project Manager and Shirley Rodriguez the City's acting procurement officer.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. approx. 100,000 citizens

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 057 **Priority:** High **ID:**36156

Project Title: Santa Fe Street Pavement Rehabilitation **Class:** New **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Javier Martinez **Contact Phone:** 505-955-2402 **Contact E-mail:** jamartinez@santafenm.gov

Total project cost: 10,000,000 **Proposed project start date:** January 2020

Project Location: 1142 Siler Road, Building A Santa Fe NM 87507 **Latitude:** 35.661317 **Longitude:** -105.996476

Legislative Language: To construct pavement rehabilitation projects on roadways across the City of Santa Fe, Santa Fe, NM, in Santa Fe County.

Scope of Work: To construct pavement rehabilitation projects on roadways across the City of Santa Fe, NM, in Santa Fe County. These activities may include milling and repaving, crack sealing, poly patching, roadway patching, curb and gutter and sidewalk reconstruction to meet ADA guidelines, restriping and signal loop installations. Roadways to include but not limited to: Osage, Palace, Placita de Oro, Candelario, Sandoval, Camino Carlos Rey, Alameda, Hopewell, Armenta, Don Diego, Luisa, Camino de Los Marquez, Buena Vista, Alta Vista, San Mateo, Fifth St, Paseo del Sol, Paseo del Sol West, Jaguar, Jemez, Henry Lynch, Zafarano, Camino de Los Arroyos, Richards Lane, Yucca, Sawmill.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	10,000,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	10,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	5,000,000	**5,000,000**	**0**	**0**	**0**	**10,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	5,000,000	**5,000,000**	**0**	**0**	**0**	**10,000,000**
	Amount Not Yet Funded	10,000,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

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Has your local government/agency budgeted for operating expenses for the project when it is completed?					Yes	
If no, please explain why:	Operating Expenses will be determined by COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings New pavement will eliminate maintenance issues, and costs on these roads for the first 3 years. The maintenance on these roads will be significantly reduced between years 3 and 9.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. It will also benefit Santa Fe Public Schools as their buses utilize most of the roads.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Project Administrator and Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 80,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 058 **Priority:** High **ID:**36162

Project Title: ADA Benches in Parks & Trails **Class:** Renovate/Repair **Type/Subtype:** Equipment - Other

Contact Name: Jennifer Romero **Contact Phone:** 505-955-4465 **Contact E-mail:** jcromero@satnafenm.gov

Total project cost: 50,000 **Proposed project start date:** July 2022

Project Location: 1027 Camino Carlos Rey Santa Fe NM 87501 **Latitude:** 40.741895 **Longitude:** -73.989308

Legislative Language: To plan, design and construct ADA benches in various parks and trails for the City of Santa Fe, Santa Fe, NM

Scope of Work: To provide planning, design and construction services for the placement of ADA accessible benches in parks and on trails, The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the Request for Proposal processes.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	50,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	50,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	50,000	**0**	**0**	**0**	**0**	**50,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	50,000	**0**	**0**	**0**	**0**	**50,000**
	Amount Not Yet Funded	50,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Operating Expenses will be determined by the COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe PW Project Administrator & Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 85,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 059 **Priority:** High **ID:**36170

Project Title: Municipal Court Improvements **Class:** Renovate/Repair **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Jacqueline Baca **Contact Phone:** 505-955-6054 **Contact E-mail:** jybaca@santafenm.gov

Total project cost: 1,639,000 **Proposed project start date:** July 2020

Project Location: 2511 Camino Entrada Santa Fe NM 87507 **Latitude:** 35.636337 **Longitude:** -106.020430

Legislative Language: To plan, design, construct, furnish and equip renovations to the Municipal Court for the City of Santa, NM, in Santa Fe County.

Scope of Work: Design and install security cameras to provide additional security for staff and public, install new roof, remodel exterior finishes including stucco and asphalt overlay in parking lot, replace HVAC units and exhaust fans and install automated controls, design and construct addition to expand records storage and increase office space, The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	1,639,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,639,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	45,000	**16,000**	**104,000**	**0**	**0**	**165,000**
Construction	No	0	401,000	**142,000**	**931,000**	**0**	**0**	**1,474,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	446,000	**158,000**	**1,035,000**	**0**	**0**	**1,639,000**
	Amount Not Yet Funded	1,639,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	operating expenses will be determined by the COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings New HVAC equipment will be more efficient than existing units. New roof and exterior finishes will reduce maintenance issues, including interior leaks.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe PW Project Administrator & Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 80,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 060 **Priority:** High **ID:**36143

Project Title: Permanent Supportive Housing to End Homelessness **Class:** New **Type/Subtype:** Facilities - Other

Contact Name: Alexandra Ladd **Contact Phone:** 505-955-6346 **Contact E-mail:** agladd@santafenm.gov

Total project cost: 9,200,000 **Proposed project start date:** July 2020

Project Location: NA Santa Fe NM 87507 **Latitude:** 35.3940 **Longitude:** -105.5947

Legislative Language: To plan and design an existing rental property and renovate as a supportive housing facility to house homeless and below market renters and provide on-site services for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To plan and design a rental property, (100 units +), valued slightly below market rate (due to condition and obsolescence), and rehabilitate to current standards (also creates ripple neighborhood revitalization effect) so the facility accommodates ?property management plus? approach (providing services and resources on-site). Also provides direct link to the coordinated entry system, as per the Built for Zero Model. Financing model assumes impact equity is raised and a market rate occupancy of 50%, either through a master lease or leases with individual market rate renters. City funds fill the gap between revenues generated by rental subsidy and market rents (and other subsidy operating funds, such as HUD rental vouchers). We plan to invite contractors to participate in the City's secured Bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	4,820,000	Yes	0	0		**Impact Equity**
OTHER	3,380,000	Yes	0	0		**Financing**
LFUNDS	1,000,000	Yes	0	0		**City of Santa Fe**
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	9,200,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	No	0	8,000,000	**0**	**0**	**0**	**0**	**8,000,000**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	200,000	**0**	**0**	**0**	**0**	**200,000**
Construction	No	0	500,000	**0**	**0**	**0**	**0**	**500,000**
Furnishing/Equipment	No	0	500,000	**0**	**0**	**0**	**0**	**500,000**
TOTALS		0	9,200,000	**0**	**0**	**0**	**0**	**9,200,000**
	Amount Not Yet Funded	9,200,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0

5	0	No	No	No	No	No	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					No	
If no, please explain why:	Operating Expenses will be determined by the COSF					
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	Community Solutions Partnership	City of Santa Fe	Private	Private	Private
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity. Project will benefit all of the City?s nonprofit partners who seek to serve the needs of homeless and those in danger of becoming homeless, in addition to the needs of below market renters.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City of Santa Fe Project Administrator & Shirley Rodriguez the City of Santa Fe Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Additional Housing within the City of Santa Fe

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 100,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 061 **Priority:** High **ID:**37523

Project Title: Pressure Release Valve SCADA Implementation **Class:** New **Type/Subtype:** Water - Other

Contact Name: Mike Moya **Contact Phone:** 505-955-4243 **Contact E-mail:** mrmoya@santafenm.gov

Total project cost: 750,000 **Proposed project start date:** July 2021

Project Location: 801W. San Mateo Santa Fe NM 87504 **Latitude:** 35.394272 **Longitude:** -105.574312

Legislative Language: To construct a new Supervisory Control and Data Acquisition (SCADA) system to existing water system Pressure Reducing Valves (PRVs) for the City of Santa Fe, Santa Fe, NM, in Santa Fe County.

Scope of Work: Construct Pressure Reducing Valve (PRV) Supervisory Control and Data Acquisition (SCADA) upgrades or improvements to monitor, secure and control all PRV stations within the water system to proactively ensure that optimal flows and system pressures are maintained. The project will be designed by a registered professional engineer and construction services procured through a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	N/A	0	150,000	**150,000**	**150,000**	**150,000**	**150,000**	**750,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	150,000	**150,000**	**150,000**	**150,000**	**150,000**	**750,000**
	Amount Not Yet Funded	750,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	150,000	**No**	**No**	**Yes**	**No**	**No**	0
2	150,000	**No**	**No**	**Yes**	**No**	**No**	0
3	150,000	**No**	**No**	**Yes**	**No**	**No**	0
4	150,000	**No**	**No**	**Yes**	**No**	**No**	0
5	150,000	**No**	**No**	**Yes**	**No**	**No**	0
TOTAL	750,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Design of this project is underway					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa FE	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. The City of Santa Fe Project Manager and the City of Santa Fe Procurement Chief Officer will provide oversight.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 062 **Priority:** High **ID:**37524

Project Title: Priority Line Replacements **Class:** New **Type/Subtype:** Water - Other

Contact Name: Bill Huey **Contact Phone:** 505-955-4273 **Contact E-mail:** bdhuey@santafenm.gov

Total project cost: 2,000,000 **Proposed project start date:** July 2021

Project Location: 801 W. San Mateo Santa Fe NM 87504 **Latitude:** 35.394272 **Longitude:** -105.572431

Legislative Language: To construct replacement water mains and large services for the City of Santa Fe, Santa Fe, NM, in Santa Fe County.

Scope of Work: Construct replacement mains and large services that have reached the end of useful service life, are leaking or have a high breakage rate and have become too expensive to maintain. Work will also include replacing undersized water mains to alleviate low fire flows and increase system flow and pressure performance throughout the City. Work prioritization will be based on an evaluation of existing water main conditions and the planned road re-paving schedule. The project will be designed by a registered professional engineer and construction services procured through a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	N/A	0	400,000	**400,000**	**400,000**	**400,000**	**400,000**	**2,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	400,000	**400,000**	**400,000**	**400,000**	**400,000**	**2,000,000**
	Amount Not Yet Funded	2,000,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** No **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	400,000	**No**	**No**	**Yes**	**No**	**No**	12
2	400,000	**No**	**No**	**Yes**	**No**	**No**	12
3	400,000	**No**	**No**	**Yes**	**No**	**No**	12
4	400,000	**No**	**No**	**Yes**	**No**	**No**	12
5	400,000	**No**	**No**	**Yes**	**No**	**No**	12
TOTAL	2,000,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	Design of this project is underway					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. The city of Santa Fe Project Manager and City's Chief Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 063 **Priority:** High **ID:**37525

Project Title: Tierra Contenta Trail Improvements **Class:** New **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: John Romero **Contact Phone:** 5059556638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 400,000 **Proposed project start date:** July 2022

Project Location: Tierra Contenta Subdivision Santa Fe NM 87501 **Latitude:** 35.630846 **Longitude:** -106.040358

Legislative Language: To construct a segment of trail system within the Tierra Contenta subdivision area in city of Santa Fe, within Santa Fe County.

Scope of Work: To construct a segment of trail system within the Tierra Contenta subdivision area. This project will improve the Tierra Contenta trail system.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	400,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	400,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0

Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	N/A	0	400,000	**0**	**0**	**0**	**0**	**400,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	400,000	**0**	**0**	**0**	**0**	**400,000**
	Amount Not Yet Funded	400,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department will provide project oversight.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 064 **Priority:** High **ID:**37526

Project Title: Governor Miles Reconstruction **Class:** New **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 2,000,000 **Proposed project start date:**

Project Location: Governor Miles from Richard Ave to Nizhoni Drive Santa Fe NM 87501 **Latitude:** 35.627888 **Longitude:** -105.997393

Legislative Language: To plan, design, right-of-way acquisition and construct roadway reconstruction project on Governor Miles from Richards Ave to Nizhoni Drive in the city of Santa Fe within Santa Fe County.

Scope of Work: To plan, design, right-of-way acquisition and construct roadway reconstruction project on Governor Miles from Richards Ave to Nizhoni. The roadway will include 2 travel lanes, bicycle lanes, sidewalks, lighting and landscaping.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LBONDS	2,000,000	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	100,000	**0**	**0**	**0**	**0**	**100,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	125,000	**0**	**0**	**0**	**0**	**125,000**
Construction	N/A	0	0	**1,750,000**	**0**	**0**	**0**	**1,750,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	250,000	**1,750,000**	**0**	**0**	**0**	**2,000,000**
	Amount Not Yet Funded	2,000,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	250,000	**Yes**	**Yes**	**No**	**No**	**Yes**	12
2	1,750,000	**No**	**No**	**Yes**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	2,000,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	**No**
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works Department / Engineering Division would provide project oversight.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 065 **Priority:** High **ID:**33676

Project Title: Camino Entrada Intersection Improvements **Class:** New **Type/Subtype:** Transportation - Bike/Pedestrian/Equestrian

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 1,709,300 **Proposed project start date:** May 2020

Project Location: Intersection of Camino Entrada and Wagon Rd Santa Fe NM 87507 **Latitude:** 35.6921348 **Longitude:** -105.939590454

Legislative Language: To plan, design, acquire right-of-way, construct a roundabout median and other street improvements in compliance with ADA of 1990 at the intersection of Camino Entrada and Wagon Road in the City of Santa Fe within the Santa Fe County.

Scope of Work: Plan, design and construct a roundabout and other street improvements at the intersection of Camino Entrada and Wagon Road. This work will include an engineering design of the roundabout, sidewalks, curb ramps, cross walks and lighting. Both preliminary and final design will be based on the NMDOT Standard Specifications for Highway and Bridge Construction, 2019 Edition. The work included in the engineering design would be: a) control survey; b) location survey; c) drainage analysis; d) lighting analysis; e) right-of-way review; f) permanent signing and pavement marking plans; g) quality control plan; h) traffic control plan; and i) construction cost estimate. Then after the design has been approved by NMDOT and all pertinent certifications and permits have been issued construction ensues. Public Works will hire a Construction Manager to oversee this project.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	1,144,585	Yes	1,144,585	131,001	**2019**	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,144,585		1,144,585	131,001		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	261,924	0	**0**	**0**	**0**	**0**	**261,924**
Construction	No	882,661	564,715	**0**	**0**	**0**	**0**	**1,447,376**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		1,144,585	564,715	**0**	**0**	**0**	**0**	**1,709,300**
	Amount Not Yet Funded	564,715						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0

5	0	No	No	No	No	No	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes					
If no, please explain why:						
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	1,000	1,000	1,000	1,000	1,000	5,000
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings New construction doesn't require a lot of maintenance cost.

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Camino Entrada will have to use the roundabout; even the tourists

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Works will hire a Construction Manager to oversee the completion of the project on budget/time.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. It will bring more traffic to private businesses located in & around the area.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. It will provide essential safety to approx 160,000 residents

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 066 **Priority:** High **ID:**37527

Project Title: Guadalupe St. Reconstruction Project **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: John Romero **Contact Phone:** 505-955-3368 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 8,526,758 **Proposed project start date:**

Project Location: Guadalupe St Santa Fe NM 87501 **Latitude:** 35.691312650 **Longitude:** -105.945420950

Legislative Language: To plan, design, acquire right-of-way, and construct street improvements on Guadalupe Street in City of Santa Fe, Santa Fe County.

Scope of Work: Plan, design, acquire right-of-way and construct street improvements on Guadalupe Street. The Scope of Work will include right-of-way acquisition, engineering design and construction of lane reduction, pedestrian improvements, bicycle improvements, signalized intersections improvements at West Alameda, San Francisco, Catron and Paseo de Peralta, lighting, storm drainage, new signing & striping. All services including right-of-way acquisition, engineering design and construction services and management will be procured through an RFP reviewed by City Procurement and NMDOT.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	320,400	Yes	320,400	0	**2018**	
LFUNDS	47,320	Yes	47,320	0	**2018**	
OTHER	3,735,000	Yes	3,735,000	0	**2019**	
DOT	415,000	Yes	415,000	0	**2019**	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	4,517,720		4,517,720	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	**Funded to Date**	**2022**	**2023**	**2024**	**2025**	**2026**	**Total Project Cost**

Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	42,720	155,243	**0**	**0**	**0**	**0**	**197,963**
Acquisition	N/A	0	191,284	**0**	**0**	**0**	**0**	**191,284**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	325,000	0	**0**	**0**	**0**	**0**	**325,000**
Construction	N/A	4,150,000	3,662,511	**0**	**0**	**0**	**0**	**7,812,511**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		4,517,720	4,009,038	**0**	**0**	**0**	**0**	**8,526,758**
	Amount Not Yet Funded	4,009,038						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**5,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. City procurement, NMDOT, project manager & construction manager.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain. here are lots of private businesses located along both sides of this street.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 067 **Priority:** High **ID:**37528

Project Title: St.Mikes Rail Trail Underpass Project **Class:** New **Type/Subtype:** Transportation - Bike/Pedestrian/Equestrian

Contact Name: John Romero **Contact Phone:** 505-955-6638 **Contact E-mail:** jjromero1@santafenm.gov

Total project cost: 3,784,999 **Proposed project start date:**

Project Location: Intersection of st. Michael Drive / Santa Fe Rail Crossing Santa Fe NM 87505 **Latitude:** 35.659053000 **Longitude:** -105.965595000

Legislative Language: To plan, design, acquire right-of-way and construct a pedestrian underpass at the intersection of St. Michael's Drive (NM 466) and NM Railroad Crossing and Santa Fe Rail Crossing in City of Santa Fe, Santa Fe County.

Scope of Work: To plan, design, acquire right-of-way and construct a pedestrian underpass at the intersection of St. Michael's Drive (NM466) and NM Railroad Crossing/ Santa Fe Rail Crossing. This project will involve the design and construction of a tunnel (i.e. large concrete box culvert or large corrugated metal pipe) under St. Michael?s Drive. The tunnel would be approximately 120? in length, 12? in width (accommodate pedestrian/bicycle traffic traveling in both directions) and a height of 10?. The depth of the structure beneath St. Michael?s Drive would be estimated to be 10? to avoid impacting any utilities (i.e. water, gas, sewer, storm sewer, cable, phone, etc.). Actual depth of the structure would need to be evaluated in greater detail based a detailed location survey and subsurface utility investigations. Approaches to the tunnel would be approximately 400? on the north end and 135? on the south end. The project will be designed by a registered professional engineer and construction services

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
OTHER	243,503	Yes	243,503	0	2020	
LFUNDS	41,496	Yes	41,496	0	2020	
OTHER	1,850,000	Yes	1,850,000	0	2020	
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,134,999		2,134,999	0		

Infrastructure Capital Improvement Plan FY2022-2026

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	500,000	**0**	**0**	**0**	**0**	**500,000**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	284,999	0	**0**	**0**	**0**	**0**	**284,999**
Construction	N/A	1,850,000	1,150,000	**0**	**0**	**0**	**0**	**3,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		2,134,999	1,650,000	**0**	**0**	**0**	**0**	**3,784,999**
	Amount Not Yet Funded	1,650,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0

3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. This is a pedestrian underpass that will be used by anyone, including the tourists.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Chief Financial Officer, NMDOT, Project Manager & Construction Manager

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. There are lots of commercial businesses located in that area.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 068 **Priority:** High **ID:**37529

Project Title: Railyard Park Irrigation System Upgrades **Class:** Renovate/Repair **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Jennifer Romero **Contact Phone:** 5059554465 **Contact E-mail:** jcromero@satnafenm.gov

Total project cost: 200,000 **Proposed project start date:** July 2022

Project Location: 740 Cerrillos Road Santa Fe NM 87505 **Latitude:** 35.6803 **Longitude:** -105.9503

Legislative Language: To plan, design, and construct irrigation upgrades at the Railyard Park for the City of Santa Fe in Santa Fe County.

Scope of Work: To plan, design and construct irrigation upgrades at the Railyard Park which serves citizens and visitors of Santa Fe. Upgrade antiquated system components including pumps, sprinkler heads, controllers, automate the system, etc.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	25,000	**0**	**0**	**0**	**0**	**25,000**
Design (Engr./Arch.)	N/A	0	75,000	**0**	**0**	**0**	**0**	**75,000**
Construction	N/A	0	0	**100,000**	**0**	**0**	**0**	**100,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	100,000	**100,000**	**0**	**0**	**0**	**200,000**
	Amount Not Yet Funded	200,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	100,000	**Yes**	**Yes**	**Yes**	**No**	**No**	12
2	100,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	200,000						

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Has your local government/agency budgeted for operating expenses for the project when it is completed?				**No**		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? No

If yes, please list the other entity.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Yes, Project Manager & City of Santa Fe Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. The Railyard Park attracts tourists and locals to the park daily, monthly & yearly

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2023 001 **Priority:** High **ID:**36157

Project Title: Santa Fe Pavement Rehabilitation **Class:** New **Type/Subtype:** Transportation - Highways/Roads/Bridges

Contact Name: Javier Martinez **Contact Phone:** 5059552402 **Contact E-mail:** jamartinez@santafenm.gov

Total project cost: 10,000,000 **Proposed project start date:** July 2023

Project Location: 1142 Siler Road, Building A Santa Fe NM 87507 **Latitude:** 35.661317 **Longitude:** -105.996476

Legislative Language: To construct pavement rehabilitation projects on roadways across the City of Santa Fe, NM, in Santa Fe County.

Scope of Work: To construct pavement rehabilitation projects on roadways across the City of Santa Fe, NM, in Santa Fe County. These activities may include milling and repaving, crack sealing, poly patching, roadway patching, curb and gutter and sidewalk reconstruction to meet ADA guidelines, restriping and signal loop installations. Roadways to include but not limited to: Alameda, Camino Alire, Hickox, Paseo de Las Vistas, Gonzales, Pacheco, Devargas, Cordova, Old Pecos Trail, Espinacitas, Rufina, Center Drive, Center Place, Center Court, South Meadows, Agua Fria, Siringo, Rodeo Road, Rufina Circle. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in the process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	10,000,000	Yes	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	10,000,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Estimated Costs Not Yet Funded

Infrastructure Capital Improvement Plan FY2022-2026

	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	0	**0**	**5,000,000**	**5,000,000**	**0**	**10,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	0	**0**	**5,000,000**	**5,000,000**	**0**	**10,000,000**
	Amount Not Yet Funded	10,000,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0

Infrastructure Capital Improvement Plan FY2022-2026

TOTAL	0

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	operating expenses will be determined by the COSF

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings New pavement will eliminate maintenance issues, and costs on these roads for the first 3 years. The maintenance on these roads will be significantly reduced between years 3 and 9

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. It will also benefit Santa Fe Public Schools

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Santa Fe Project Administrator and Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 80,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2023 002 **Priority:** High **ID:**36215

Project Title: New Senior Center **Class:** New **Type/Subtype:** Facilities - Administrative Facilities

Contact Name: Kyra Ochoa **Contact Phone:** 5059556603 **Contact E-mail:** krochoa@santafenm.gov

Total project cost: 5,000,000 **Proposed project start date:** December 2020

Project Location: County Club Rd Santa Fe NM 87585 **Latitude:** 35.62531 **Longitude:** -105.051106

Legislative Language: To plan, design and construct a new Senior Center building in the City of Santa Fe, NM in Santa Fe County

Scope of Work: To design, build and equip a new Senior Center building in which the Ctiy will follow the process to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
ALTSD	6,983,865	Yes	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	6,983,865		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded 2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Construction	No	0	0	**5,000,000**	**0**	**0**	**0**	**5,000,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	0	**5,000,000**	**0**	**0**	**0**	**5,000,000**
	Amount Not Yet Funded	5,000,000						

PHASING BUDGET

Can this project be phased? No

Phasing: **Stand Alone:** Yes **Multi-Phased:** No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	**No**	**No**	**No**	**No**	**No**	0
2	0	**No**	**No**	**No**	**No**	**No**	0
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	0						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?					**No**	
If no, please explain why:	operating expenses will be determined by COSF					
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**0**	**0**	**0**	**0**	**0**	**0**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Santa Fe City and Santa Fe County Senior Residents

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. city of Santa Fe Project Administrator and Shirley Rodriguez, the City's Procurement Officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Senior Center provides needed services for the City and County

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. 10,000

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2023 003 **Priority:** High **ID:**32418

Project Title: Additional Filters for Tertiary Treatment **Class:** New **Type/Subtype:** Water - Wastewater

Contact Name: Alan MacGregor **Contact Phone:** 505-955-4637 **Contact E-mail:** asmacgregor@santafenm.gov

Total project cost: 1,300,000 **Proposed project start date:** July 2023

Project Location: 73 Paseo Real Santa Fe NM 87507 **Latitude:** 35.629845 **Longitude:** -106.086170

Legislative Language: To design and construct additional filtration units to Tertiary Treatment within the City of Santa Fe Wastewater Treatment Plant, for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To design and construct additional filtration units to Tertiary Treatment including electrical components / controls to remove nutrients from wastewater in the City of Santa Fe Wastewater Treatment Plant, in Santa Fe County. The City will follow policies and procedures and comply with the State of New Mexico Procurement Code in a sealed bid process.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	0	**50,000**	**0**	**0**	**0**	**50,000**
Construction	No	0	0	**0**	**1,250,000**	**0**	**0**	**1,250,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	0	**50,000**	**1,250,000**	**0**	**0**	**1,300,000**
	Amount Not Yet Funded	1,300,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	50,000	**No**	**Yes**	**No**	**No**	**No**	12
2	1,250,000	**No**	**No**	**Yes**	**No**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	1,300,000						

Has your local government/agency budgeted for operating expenses for the project when it is completed?				Yes		
If no, please explain why:						
ANNUAL OPERATING BUDGET	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Annual Operating Expenses plus Debt Service	**7,000**	**7,000**	**7,000**	**7,000**	**7,000**	**35,000**
Annual Operating Revenues	**0**	**0**	**0**	**0**	**0**	**0**

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	**Own:**	**Operate:**	**Own Land:**	**Own Asset:**	**Maintain:**
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Santa Fe County

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Utilities Department will be in charge of oversight for this project, Shirley Rodriguez the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2023 004 **Priority:** High **ID:**32419

Project Title: Chemical Storage and Feed System Rehabilitation **Class:** Replace Existing **Type/Subtype:** Water - Wastewater

Contact Name: Stan Holland **Contact Phone:** 505-955-4637 **Contact E-mail:** tsholland@ci.santa-fe.nm.us

Total project cost: 725,000 **Proposed project start date:** July 2023

Project Location: 73 Paseo Real Santa Fe NM 87507 **Latitude:** 35.629845 **Longitude:** -106.086170

Legislative Language: To evaluate, design and install new equipment and modifications for the WWTP Chemical Storage and Feed System for the City of Santa Fe, Santa Fe, NM in Santa Fe County.

Scope of Work: To evaluate, design and install new equipment and modifications for the existing Chemical Storage and Feed System of the WWTP of the City of Santa Fe. The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0

Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	No	0	0	**150,000**	**0**	**0**	**0**	**150,000**
Construction	No	0	0	**0**	**575,000**	**0**	**0**	**575,000**
Furnishing/Equipment	N/A	0	0	**0**	**0**	**0**	**0**	**0**
TOTALS		0	0	**150,000**	**575,000**	**0**	**0**	**725,000**
	Amount Not Yet Funded	725,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	150,000	**No**	**Yes**	**No**	**No**	**No**	6
2	575,000	**No**	**No**	**Yes**	**No**	**No**	6
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	725,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Santa Fe County

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Public Utilities Department will be in charge of oversight for this project; Shirley Rodriguez the city's acting procurement officer

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2024 001 **Priority:** High **ID:**32415

Project Title: Existing Digester Rehabilitation **Class:** Replace Existing **Type/Subtype:** Water - Wastewater

Contact Name: Stan Holland **Contact Phone:** 505-955-4637 **Contact E-mail:** tsholland@ci.santa-fe.nm.us

Total project cost: 1,750,000 **Proposed project start date:** July 2024

Project Location: 73 Paseo Real Santa Fe NM 87507 **Latitude:** 35.629845 **Longitude:** -106.086170

Legislative Language: To design and construct existing covers, mixers and electrical components for rehabilitation of the existing digesters within the Wastewater Treatment Plant of the City of Santa Fe, in Santa Fe County.

Scope of Work: Rehabilitate existing anaerobic digesters to include replacement of covers, concrete, piping, valving, pumps and electrical components, The process would be to procure the services via RFP of a planning and design consultant, once that Phase is complete, a RFB process would be procured to secure the services.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
	0	No	0	0		Legislative
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	0		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

			Estimated Costs Not Yet Funded					
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
	N/A							

Water Rights		0	0	**0**	**0**	**0**	**0**	**0**
Easements and Rights of Way	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Acquisition	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Archaeological Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Environmental Studies	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Planning	N/A	0	0	**0**	**0**	**0**	**0**	**0**
Design (Engr./Arch.)	N/A	0	0	**0**	**150,000**	**0**	**0**	**150,000**
Construction	No	0	0	**0**	**0**	**500,000**	**0**	**500,000**
Furnishing/Equipment	No	0	0	**0**	**0**	**1,100,000**	**0**	**1,100,000**
TOTALS		0	0	**0**	**150,000**	**1,600,000**	**0**	**1,750,000**
	Amount Not Yet Funded	1,750,000						

PHASING BUDGET

Can this project be phased? Yes

Phasing: **Stand Alone:** No **Multi-Phased:** Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	150,000	**No**	**Yes**	**No**	**No**	**No**	12
2	1,600,000	**No**	**No**	**No**	**Yes**	**No**	12
3	0	**No**	**No**	**No**	**No**	**No**	0
4	0	**No**	**No**	**No**	**No**	**No**	0
5	0	**No**	**No**	**No**	**No**	**No**	0
TOTAL	1,750,000						

Infrastructure Capital Improvement Plan FY2022-2026

Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes
If no, please explain why:	

ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilites for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe	City of Santa Fe
Lease/operating agreement in place?	No	No		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? No

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

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If yes, please list the other entity. Santa Fe County

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Please explain. Public Utilities Department will be in charge of oversight of this project;Shirley Rodriguez the city's acting procurement officer

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unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issed the mandate.)

FIR No. 3281

FISCAL IMPACT REPORT

General Information:

(Check) Bill: _____ Resolution: X

Short Title(s): Water Funding Sources

Sponsor(s): Councilors Chris Rivera and Romero-Wirth

Reviewing Department(s): Public Utilities

Staff Completing FIR: Alan G. Hook Date: 10/2/2020 Phone: 955-4205

Reviewed by City Attorney: _____ Date: Oct 5, 2020

Reviewed by Finance Director: _____ Date: Oct 12, 2020

Summary:
The proposed resolution supports the Public Utilities staff to identify and apply for federal and state funding sources for water, wastewater, and other water related projects.

Departments Affected:
Public Utilities Department

Consequences of Not Enacting Legislation:
The City of Santa Fe Public Utilities staff will not apply for state, federal or other funding sources for water-related projects, thus impacting potential revenue savings to the city over the long-term. Furthermore, the community benefits of water, wastewater, and other water related improvements would be negatively impacted if state and federal funding is not provided as an alternative source to local government funds

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
There are no conflicts, duplications or companionship to other legislation; however, this resolution is related to the Resolution 2020-37 approving the FY2022-2026 Infrastructure Capital Improvements Plan (ICIP).

Performance and Administrative Implications:
There are no performance or administrative implications given any specific agreements for water, wastewater or other water-related projects will be brought before the Governing Body for approval, as applicable.

Fiscal Implications:
None identified.

Fiscal Impact

X Check here if no fiscal impact

Expenditures

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

* This includes all staff time associated with executing the job functions of the proposed legislation.

Expenditure Narrative:

Revenue

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

Revenue Narrative:

There are no fiscal impacts; however, any specific agreements for water, wastewater or other water-related projects will be presented with a Fiscal Impact Report through the committee review process and final approval by the Governing Body.

Signature: Shannon Jones (Oct 13, 2020 07:43 MDT)

Email: swjones@santafenm.gov

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 10/19/20
FOR CITY COUNCIL MEETING OF 10/28/20

k. Request for Approval utilizing State of NM State Pricing Agreement in the Total Amount of $1,095,001.10 for the Purchase of Digital Portable Radios from Motorola Solutions. (Chief Paul Babcock, prbabcock@santafenm.gov, 955-3112)

\COMMITTEE REVIEW:
Public Works and Utilities Committee 10/13/2020
Finance Committee 10/19/2020
Governing Body 10/28/2020

FINANCE COMMITTEE ACTION:
Approved on Consent

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR ROMERO-WIRTH	x		
COUNCILOR CASSUTT-SANCHEZ	x		
COUNCILOR LINDELL	x		
COUNCILOR VILLARREAL	x		
CHAIRPERSON ABEYTA	x		

9-19-20

ACTION SHEET PUBLIC WORKS AND UTILITES COMMITTEE MEETING OF 10/13/2020
ISSUE NO. 9F Purchase Public Safety Digital Portable Radios. Request for Approval of State of NM State Pricing Agreement in the Total Amount of $1,095,001.10 for Digital Portable Radios from Motorola Solutions. (Chief Paul Babcock, prbabcock@santafenm.gov, 955-3112) **COMMITTEE REVIEW:** Public Works and Utilities Committee 10/13/2020 Finance Committee 10/19/2020 Governing Body 10/28/2020
PUBLIC WORKS AND UTILITES COMMITTEE ACTION: Approved on Consent Agenda to forward to 10/19/2020 Finance Committee
SPECIAL CONDITIONS OR AMENDMENTS:
STAFF FOLLOW UP:

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR GARCIA	X		
COUNCILOR ABEYTA	X		
COUNCILOR LINDELL	Excused		
COUNCILOR VIGIL COPPLER	X		

City of Santa Fe, New Mexico
Memorandum

DATE: October 5, 2020, 2020

TO: Governing Body
Finance Committee
Public Works

VIA: Jarel LaPan Hill, City Manager
Mary McCoy, Finance Department Director
Fran Dunaway, Chief Procurement Officer
Paul Babcock, Fire Chief

FROM: Paul Babcock, Fire Chief PB

ITEM AND ISSUE:
Purchase Public Safety digital portable radios. Request for the Approval of State of NM state pricing agreement in the Total Amount of $ ($1,095,001.10) for digital portable radios; from Motorola Solutions; Chief Paul Babcock, Prbabcock@santafenm.gov 505-955-3112)

BACKGROUND AND SUMMARY:
Santa Fe Fire and Police rely on the City's Public Safety Radio (PSR) system for critical dispatch information as they respond to all public safety emergencies. The City's PSR system was installed in 2001 and is quickly approaching its expected end of life and portable radio equipment is no longer supported.
Improvement of the PSR system to the national standard Project 25 (P25) Digital Radio System will enhance the quality of our first responders' interactions with dispatch. P25 is a suite of standards for digital Mobile/portable radio communications designed for use by public safety organizations in North America.

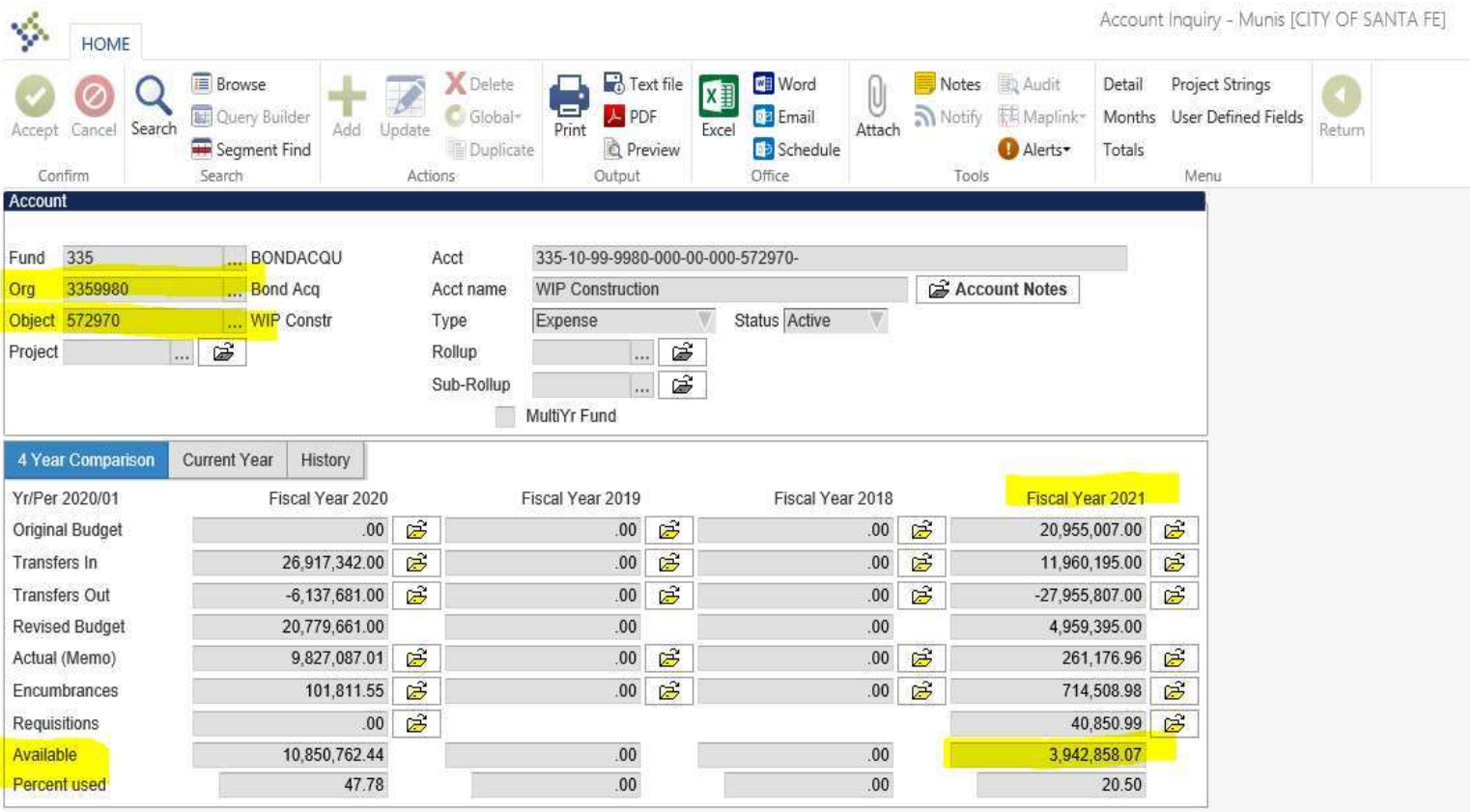
PROCUREMENT METHOD:

The procurement method is the NM Statewide Price Agreement (SWPA) # 32763-State Of NM-00014AJ which expires on November 4, 2020.

CONTRACT NUMBER:
The FY20 Munis contract number is 3202291
FUNDING SOURCE:

The funding source is:
Fund Name/Number: 2018 GRT Bond Accusation
Monism Org Name/Number: 2018 GRT Bond /3359980
Monism Object Name/Number: WIPP Construction/572970

ACTION REQUESTED:
Santa Fe Fire/Santa Fe Police Department respectfully requests your review and approval.


Account Inquiry - Munis [CITY OF SANTA FE]
HOME
Accept
Cancel
Confirm
Search
Browse
Query Builder
Segment Find
Search
Add
Update
Delete
Global
Duplicate
Actions
Print
Text file
PDF
Preview
Output
Excel
Word
Email
Schedule
Office
Attach
Notes
Notify
Audit
Maplink
Alerts
Tools
Detail
Months
Totals
Project Strings
User Defined Fields
Menu
Return
Account
Fund 335 BONDACQU
Org 3359980 Bond Acq
Object 572970 WIP Constr
Project
Acct 335-10-99-9980-000-00-000-572970-
Acct name WIP Construction
Account Notes
Type Expense
Status Active
Rollup
Sub-Rollup
MultiYr Fund
4 Year Comparison
Current Year
History
Yr/Per 2020/01
Fiscal Year 2020
Fiscal Year 2019
Fiscal Year 2018
Fiscal Year 2021
Original Budget .00 .00 .00 20,955,007.00
Transfers In 26,917,342.00 .00 .00 11,960,195.00
Transfers Out -6,137,681.00 .00 .00 -27,955,807.00
Revised Budget 20,779,661.00 .00 .00 4,959,395.00
Actual (Memo) 9,827,087.01 .00 .00 261,176.96
Encumbrances 101,811.55 .00 .00 714,508.98
Requisitions .00 40,850.99
Available 10,850,762.44 .00 .00 3,942,858.07
Percent used 47.78 .00 .00 20.50

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Motorola Solutions

Procurement Title: 2018 GRT Bond public safety radio equipment

Procurement Method: State Price Agreement ☒ *Cooperative* ☐ *Sole Source* ☐ *Other* ☐ _____

Exempt ☐ *Request For Proposal* (RFP) ☐ *Invitation To Bid (ITB)* ☐ *Contract under 60K* ☐ *Contract over 60K* ☐

Department Requesting Fire Department Staff Name Paul Babcock

Procurement Requirements:
A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☒	☐	Approved Procurement Checklist (by Purchasing)
☒	☐	Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
☒	☐	State Price Agreement
☐	☒	RFP
☐	☒	Evaluation Committee Report
☐	☒	ITB
☐	☒	Bib Tab
☐	☒	Quotes (3 valid current quotes)
☐	☒	Cooperative Agreement
☐	☒	Sole Source Request and Determination Form
☐	☒	Contractors Exempt Letter
☐	☒	Purchasing Officers approval for exempt procurement
☐	☒	BAR
☐	☒	FIR
☒	☐	Executed Contract, Agreement or Amendment
☒	☐	Current Business Registration and CRS numbers on contract or agreement
☐	☒	Summary of Contracts and Agreements form
☒	☐	Certificate of Insurance
☐	☐	All documentation presented to Committees
☐	☐	Other: _____

Paul Babcock Chief 10/05/2020

Department Rep Printed Name (attesting that all information included) Title Date

Fran Dunaway (Oct 6, 2020 16:59 MDT)

Purchasing Officer (attesting that all information is reviewed) Title Date

Include all other substantive documents and records of communication that pertain to the procurement and contract.

*

MOTOROLA SOLUTIONS

Quote Number: QUOTE-980822

SANTA FE, CITY OF

Billing Address:
SANTA FE, CITY OF
200 LINCOLN AVE
SANTA FE NM, 87504

Shipping Address:
SANTA FE, CITY OF
301 MONTEZUMA AVE
SANTA FE NM, 87504

Quote Date: 2020-09-09
Expiration Date: 2020-09-21
Quote Created By:
Manny Barreras
manny.barreras@motorolasolutio

Customer:
SANTA FE, CITY OF
Battalion Chief David Sandoval
dasandoval@santafenm.gov

Contract:
32763 - STATE OF NM-00014AJ

Line #	Item Number	Description	Quantity	Unit List Price	Ext. List Price	Ext. Sale Price	APC
	APX™ 4000 Series						
2	H51UCF9PW6AN	APX 4000 7/800 MHZ MODEL 2 PORT	160	$1,963.00	$314,080.00	$ 180,716.80	0426
2a	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT)	160	$0.00	$0.00	$ -	0430
2b	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	160	$1,570.00	$251,200.00	$ 144,537.60	0426
2c	H301CP	DEL: DELETE STANDARD BELT CLIP	160	-$10.00	-$1,600.00	$ (920.00)	0426
2d	H885BK	ADD: 3Y ESSENTIAL SERVICE	160	$90.00	$14,400.00	$ 14,400.00	0185
3	NNTN8128BR	BATT IMPRES LIION 2000T	160	$117.00	$18,720.00	$ 8,953.60	0453
2e	QA01767AW	ADD: P25 LINK LAYER AUTHENTICATION	160	$100.00	$16,000.00	$ 9,206.40	0426
	Standalone Items						
9	PMLN7904A	CARRY ACCESSORY-CASE,APX6000 CC 2.75 SWLBL TIA BATTERY	60	$79.00	$4,740.00	$ 2,727.60	0271
	APX™ 8000 Series						
10	PMNN4486A	BATT IMPRES 2 LIION R IP67 3400T	60	$163.00	$9,780.00	$ 4,681.80	0453
11a	QA01767AB	ADD: P25 LINK LAYER AUTHENTICATION	60	$100.00	$6,000.00	$ 3,452.40	0655
11	H91TGD9PW6AN	APX 8000 ALL BAND PORTABLE MODEL 2.5	60	$5,983.00	$358,980.00	$ 206,552.40	0579
11b	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	60	$515.00	$30,900.00	$ 17,779.20	0579
11c	Q361AN	ADD: P25 9600 BAUD TRUNKING	60	$300.00	$18,000.00	$ 10,357.20	0655
11d	H38BS	ADD: SMARTZONE OPERATION	60	$1,500.00	$90,000.00	$ 51,784.80	0655
11e	Q58AL	ADD: 3Y ESSENTIAL SERVICE	60	$115.00	$6,900.00	$ 6,900.00	0185
11f	QA05509AA	DEL: DELETE UHF BAND	60	-$800.00	-$48,000.00	$ (27,618.60)	0579
	APX™ 8000 Series						
12	H91TGD9PW6AN	APX 8000 ALL BAND PORTABLE MODEL 2.5	10	$5,983.00	$59,830.00	$ 34,425.40	0579
12a	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	10	$515.00	$5,150.00	$ 2,963.20	0579
12b	Q361AN	ADD: P25 9600 BAUD TRUNKING	10	$300.00	$3,000.00	$ 1,726.20	0655
12c	QA02006AC	ENH: APX8000XE RUGGED RADIO	10	$800.00	$8,000.00	$ 4,603.10	0581
12d	Q58AL	ADD: 3Y ESSENTIAL SERVICE	10	$115.00	$1,150.00	$ 1,150.00	0185
12e	QA01767AB	ADD: P25 LINK LAYER AUTHENTICATION	10	$100.00	$1,000.00	$ 575.40	0655
12f	H38BS	ADD: SMARTZONE OPERATION	10	$1,500.00	$15,000.00	$ 8,630.80	0655
12g	QA01427AG	ALT: APX8000/XE HOUSING GREEN	10	$25.00	$250.00	$ 143.80	0579
13	PMNN4504A	BATT IMPRES 2 LIION UL2054 DIV2 R IP68 3400T	25	$193.00	$4,825.00	$ 2,069.00	0453

	Standalone Items						
14	PMMN4069AL	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55	160	$133.00	$21,280.00	$ 12,244.80	0372
	Standalone Items						
15	PMPN4174A	CHGR DESKTOP SINGLE UNIT IMPRES, US/NA	160	$76.00	$12,160.00	$ 6,996.80	0785
	Standalone Items						
16	PMLN7182A	APX2000/4000 TWO-KNOB,SWIVEL,LEATHER CARRY CASE	160	$66.00	$10,560.00	$ 6,076.80	0271
	APX™ 6000 Series						
17	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	85	$3,026.00	$257,210.00	$ 147,995.20	0481
17a	QA01767AT	ADD: P25 LINK LAYER AUTHENTICATION	85	$100.00	$8,500.00	$ 4,890.90	0481
17b	Q361AR	ADD: P25 9600 BAUD TRUNKING	85	$300.00	$25,500.00	$ 14,672.70	0481
17c	QA02006AA	ENH: APX6000XE RUGGED RADIO	85	$800.00	$68,000.00	$ 39,126.35	0756
17d	Q58AL	ADD: 3Y ESSENTIAL SERVICE	85	$115.00	$9,775.00	$ 9,775.00	0185
17e	H38BT	ADD: SMARTZONE OPERATION	85	$1,200.00	$102,000.00	$ 58,689.10	0481
17f	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	85	$515.00	$43,775.00	$ 25,187.20	0481
18	PMNN4547A	BATT IMPRES 2 LIION TIA4950 R IP68 3100T	70	$169.00	$11,830.00	$ 6,806.80	0453
17g	QA01427AB	ALT: IMPACT GREEN HOUSING	85	$25.00	$2,125.00	$ 1,222.30	0481
	Standalone Items						
19	RLN6486A	FIREMAN'S RADIO STRAP	95	$37.00	$3,515.00	$ 2,022.55	0271
20	DSTRCXEBC	TALON XE BELT CLIP CARRIER	95	$58.00	$5,510.00	$ 3,170.15	0129
21	RLN6488A	ANTI-SWAY STRAP	95	$15.00	$1,425.00	$ 819.85	0271
	Standalone Items						
1	NNTN8575A	AUDIO ACCESSORY-REMOTE SPEAKER MICROPHONE,IMPRES XE RSM XT CABLE GREEN	95	$538.00	$51,110.00	$ 29,408.20	0372
	Standalone Items						
4	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	95	$165.00	$15,675.00	$ 9,019.30	0785
	Standalone Items						
5	NNTN7624C	CHARGER,CHR IMP VEH EXT NA/EU KIT	56	$472.00	$26,432.00	$ 15,208.48	0785
	Standalone Items						
6	PMMN4069AL	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55	60	$133.00	$7,980.00	$ 4,591.80	0372
	Standalone Items						
7	NNTN8844A	CHARGER, MULTI-UNIT, IMPRES 2, 6-DISP, NA/LA-PLUG, ACC USB CHGR	2	$1,375.00	$2,750.00	$ 1,582.32	0785
	Standalone Items						
8	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	60	$165.00	$9,900.00	$ 5,696.40	0785
					$1,885,317.00	**$ 1,095,001.10**	

PRICE BREAKOUT	**$ 1,885,317.00**
NM STATE CONTRACT	**$ (504,737.19)**
TOTAL STATE CONTRACT	**$ 1,380,579.81**
PURCHASE INCENTIVE DATE 9/24/2020	**$ (285,578.71)**
GRAND TOTAL	***$ 1,095,001.10***

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 06/18/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

Holder Identifier :

PRODUCER
Aon Risk Services Central, Inc.
Chicago IL Office
200 East Randolph
Chicago IL 60601 USA

CONTACT NAME:
PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	Liberty Mutual Fire Ins Co	23035
INSURER B:	Liberty Insurance Corporation	42404
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
Motorola Solutions, Inc.
Attn Karen Napier
500 West Monroe
Chicago IL 60661 USA

COVERAGES **CERTIFICATE NUMBER:** 570082412913 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			TB2641005169070	07/01/2020	07/01/2021	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$250,000
							MED EXP (Any one person)	$10,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	OTHER:							
A	AUTOMOBILE LIABILITY			AS2-641-005169-010	07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	
	OWNED AUTOS ONLY / HIRED AUTOS ONLY						BODILY INJURY (Per accident)	
	SCHEDULED AUTOS / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	
	DED RETENTION							
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WA764D005169080	07/01/2020	07/01/2021	X PER STATUTE OTH	
				All Other States				
B	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N	N/A		WC7641005169090	07/01/2020	07/01/2021	E.L. EACH ACCIDENT	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below			WI			E.L. DISEASE-EA EMPLOYEE	$1,000,000
							E.L. DISEASE-POLICY LIMIT	$1,000,000

Certificate No : 570082412913

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Services Agreement-Purchase Order.

CERTIFICATE HOLDER

The City of Santa Fe
PO Box 909
Santa Fe NM 87504 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Central, Inc.

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City of Santa Fe

Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: MOTOROLA SOLUTIONS INC
DBA: MOTOROLA SOLUTIONS INC

Business Location: 7237 CHURCH RANCH BLVD 406
WESTMINSTER, CO 80021

CRS Number: 01760351000

Owner: MOTOROLA SOLUTIONS INC

License Number: 228332

License Type: Business License - Renewable

Issued Date: September 18, 2020

Classification: Out of Jurisdiction Business License

Expiration Date: September 18, 2021

Fees Paid: $10.00

MOTOROLA SOLUTIONS INC
7237 CHURCH RANCH BLVD 406
WESTMINSTER, CO 80021

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERRABLE TO OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE

GSD/PD (Rev. 01/11)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor **0000013468** **Motorola Solutions, Inc.** **7237 Church Ranch Road Blvd, Suite 406** **Westminister, CO 80021** **Attn: Manny Barreras** Telephone No. (505) 850-8194

Ship To: **All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.**
Invoice: **As Requested**

Price Agreement Number: **70-000-16-00014AJ**

Price Agreement Amendment No.: **Six**

Term: **November 04, 2016 – November 04, 2020**

Procurement Specialist: Debra Saiz DS

Telephone No.: (505) 827-0521

Title: **Communications, Radio Equipment, Parts, Accessories and Related Services**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

This amendment is issued to reflect the following effective immediately.

- **Add the attached product category and discount percentage rate.**
- **Extend the Term of the Agreement from November 4, 2018 to November 4, 2020**

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 10/31/2018

DS

State of New Mexico
General Services Department
Purchasing Division
NM State Contract 70-000-16-00014

No.	Manufacturer	Product Category	APC	Item	Short Description	Discount
1	Motorola	CAD	472	Equipment	Spillman Flex Equipment and 3rd Party Products	0%
2	Motorola	CAD	473	Services	Spillman Flex Services	0%
3	Motorola	CAD	789	Software	Spillman Flex Software	0%
4	Motorola	CAD	797	Services	Spillman Flex Support Services	15%

GSD/PD (Rev. 01/11)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor
0000013468
Motorola Solutions, Inc.
7237 Church Ranch Road Blvd, Suite 406
Westminister, CO 80021

Attn: Manny Barreras
Telephone No. (505) 850-8194

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Invoice:
As Requested

Price Agreement Number: **70-000-16-00014AJ**

Price Agreement Amendment No.: **Five**

Term: **November 04, 2016 – November 04, 2018**

Procurement Specialist: Debra Saiz DS

Telephone No.: (505) 827-0521

Title: **Communications, Radio Equipment, Parts, Accessories and Related Services**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

This amendment is issued to reflect the following effective immediately.

Add the attached product category and discount percentage rate.

Extend the Term of the Agreement from November 4, 2017 to November 4, 2018

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 09/29/2017

DS

State of New Mexico
General Services Department
Purchasing Division
NM State Contract 70-000-16-00014

No.	Manufacturer	Product Category	APC	Item	Short Description	Discount
1	Motorola	Tower and Antenna	003	Service	Tower, Antenna, Site, HVAC, Generator, Building, Tower Climb, UPS	0%
2	Motorola	Radio Support	206	Service	Local Radio Support	0%
3	Motorola	Asset Management	219	Service	Inventory, Configuration	0%
4	Motorola	NICE, Plant, Patch Management	231	Service	Nice Packages and Network	0%
5	Motorola	Admin Services	393	Service	Contract Admin	0%
6	Motorola	Radio Repair	460	Service	Radio Repair Services FTC	0%
7	Motorola	Paging Repair	560	Service	Paging Repair - Depot	0%
8	Motorola	Infrastructure	688	Service	Software Install	0%
9	Motorola	On - Off Site Penetration	599	Service	On- Off Site Pentration Testing	0%
10	Motorola	Radio Rental	787	Service	Radio Rental Service	0%
11	Motorola	Warranty Wrap	773	Service	Warranty	0%
12	Motorola	Radio Repair	948	Service	Priority, Preventive, Local Dispatch	0%
13	Motorola	Installation	209	Service	Install Portable, Mobile, Antenna Audit, Equipment Move and Remove, Infrastructure, Programming, Tower Inspection, Techincal Assistance, Site Integeration, Interference	0%
14	Motorola	Asset Management	219	Service	Asset Management	0%
15	Motorola	Network Preventive	769	Service	Network Preventive Maintenance	0%
16	Motorola	Antenna Audit	390	Service	Antenna Audits	0%
17	Motorola	Distribution Antenna System (DAS)	183	Infrastructure	Bi-Directional (BDA)	10%
18	Motorola	Towers	262	Infrastructure	Towers	10%
19	Motorola	Shelters and HVAC	329	Infrastructure	Shelters and HVAC	10%
20	Motorola	Generators and UPS	207	Infrastructure	Generators and UPS	10%

GSD/PD (Rev. 01/11)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor
0000013468
Motorola Solutions, Inc.
7237 Church Ranch Road Blvd, Suite 406
Westminister, CO 80021

Attn: Manny Barreras
Telephone No. (505) 850-8194

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Invoice:
As Requested

Price Agreement Number: **70-000-16-00014AJ**

Price Agreement Amendment No.: **Four**

Term: **November 04, 2016 – November 04, 2017**

Procurement Specialist: Debra Saiz DS

Telephone No.: (505) 827-0521

Title: **Communications, Radio Equipment, Parts, Accessories and Related Services**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

This amendment is issued to reflect the following effective immediately.

Add the attached product category and discount percentage rate.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 09/18/2017

DS

State of New Mexico
General Services Department
Purchasing Division
NM State Contract 70-000-16-00014

No.	Manufacturer	Product Category	APC	Item	Short Description	Discount
1	Motorola	Distribution Antenna System (DAS)	183	Infrastructure	Bi-Directional (BDA)	10%

GSD/PD (Rev. 01/11)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor
0000013468
Motorola Solutions, Inc.
7237 Church Ranch Road Blvd, Suite 406
Westminister, CO 80021

Attn: Manny Barreras
Telephone No. (505) 850-8194

Price Agreement Number: **70-000-16-00014AJ**

Price Agreement Amendment No.: **Three**

Term: **November 04, 2016 – November 04, 2017**

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Invoice:
As Requested

Procurement Specialist: Debra Saiz

Telephone No.: (505) 827-0521

Title: **Communications, Radio Equipment, Parts, Accessories and Related Services**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

This amendment is issued to reflect the following effective immediately.

Add the following paragraph to page 8, Supplemental Terms and Conditions:
Contractor Requirement:
The Contractor reserves the right to negotiate additional terms and conditions for any purchase made under the Price Agreement resulting from Invitation To Bid Number: 70-000-16-00014; and
The Contractor is under no obligations to sell the equipment if the parties are unable to mutually agree on the terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 04/05/2017

DS

GSD/PD (Rev. 01/11)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor
0000013468
Motorola Solutions, Inc.
7237 Church Ranch Road Blvd, Suite 406
Westminister, CO 80021

Attn: Manny Barreras
Telephone No. (505) 850-8194

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Invoice:
As Requested

Price Agreement Number: **70-000-16-00014AJ**

Price Agreement Amendment No.: **Two**

Term: **November 04, 2016 – November 04, 2017**

Procurement Specialist: Debra Saiz

Telephone No.: (505) 827-0521

Title: **Communications, Radio Equipment, Parts, Accessories and Related Services**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

This amendment is issued to reflect the following effective immediately.

- **Page 19 adding Communications Software, Warranties and Related Services.**

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 11/15/2016

DS

No.	Manufacturer	Product Category	APC	Item	Short Description	Discount
1	Motorola	SI Project Management	208	Service	SI Project Management	0%
2	Motorola	SI Customer Training	286	Service	ASTRO SI Training	0%
3	Motorola	Warranty Wrap	290	Service	Local Operating Support Services	0%
4	Motorola	Records Management Software	297	Software	Records License	5%
5	Motorola	SI Site Design	306	Service	SI Site Design	0%
6	Motorola	Corrections Management SW	330	Software	CAD License	5%
7	Motorola	Premier CAD SW	333	Software	CAD License	10%
8	Motorola	System Management	390	Service	Field Services	0%
9	Motorola	SI PassthroughUGH ET&S	427	Service	SI Passthrough UGH ET&S	0%
198	Motorola	Records Management Software	608	Software	PSA	10%
10	Motorola	System Integration	670	Service	System Integration	0%
11	Motorola	Premier CAD Maintenance	702	Software	PSA	0%
12	Motorola	Mobile App Maintenance	850	Software	PSA	0%
13	Motorola	Mobile Applications Software	879	Software	PSA	10%
14	Motorola	PSA HW/SW	020	Software	PSA	5%
15	Motorola	Records Mgmt Maintenance	050	Warranty	Records Maintenance	0%
16	Motorola	SI Outsourcing	127	Service	SI	0%
17	Motorola	SI Insourcing	128	Service	SI	0%

* PSA Public Safety Applications

GSD/PD (Rev. 01/11)

State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor
0000013468
Motorola Solutions, Inc.
7237 Church Ranch Road Blvd, Suite 406
Westminister, CO 80021

Attn: Manny Barreras
Telephone No. (505) 850-8194

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Invoice:
As Requested

Price Agreement Number: **70-000-16-00014AJ**

Price Agreement Amendment No.: **One**

Term: **November 04, 2016 – November 04, 2017**

Procurement Specialist: Debra Saiz DS

Telephone No.: (505) 827-0521

Title: **Communications, Radio Equipment, Parts, Accessories and Related Services**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

This amendment is issued to reflect the following effective immediately.

- **Page 9 Contractor Contact Information removing Adrena Carruthers-Adams and adding Larry Mabry**
- **Page 18 adding CommandCentral Communications Items and Related Services.**

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 11/01/2016

DS

Contractor Contact Information:

Dun & Bradstreet Number: 00-132-5436

(Is your company a manufacturer or an authorized dealer.)

Please check one.
_X_ Manufacturer ___ Authorized

Company Name: Motorola Solutions, Inc.
Dealer

Address: 500 W. Monroe Street, Chicago, IL 60661
Telephone Number: 847-576-5000
Company URL Link: www.motorolasolutions.com

Contract Administrator:
Name: Manny Barreras
Title: NM & El Paso Sr. Account Manager
Address *(If different from Company Address):*
1409 Cardenas, NE
Albuquerque, NM 87110
Telephone Number: 505-850-8194
Email: Barreras@Motorolasolutions.com

Signature: _____

Additional Contact Information:
Name: Larry Mabry
Title: MSSSI Vice President & Director Sales
Address *(If different from Company Address):*
7237 Church Ranch Blvd #406
Westminster, CO 80021
Telephone No.: 303-527-4051
Email: larry.mabry@motorolasolutions.com

Signature: _____

No.	Manufacturer	Product Category	APC	Item	Short Description	Discount
3	Motorola	COMMANDCENTRAL ANALYTICS	138	Infrastructure	CommandCentral	5%
4	Motorola	COMMANDCENTRAL PREDICTIVE	138	Infrastructure	CommandCentral	5%
5	Motorola	COMMANDCENTRAL CRIMEREPORTS	138	Infrastructure	CommandCentral	5%
6	Motorola	COMMANDCENTRAL TIP SOFT	138	Infrastructure	CommandCentral	5%
1	Motorola	COMMANDCENTRAL INFORM	149	Infrastructure	CommandCentral	5%
16	Motorola	COMMANDCENTRAL DEMS	271	Infrastructure	CommandCentral	5%
13	Motorola	COMMANDCENTRAL DEMS	372	Infrastructure	CommandCentral	5%
14	Motorola	COMMANDCENTRAL DEMS	453	Infrastructure	CommandCentral	5%
11	Motorola	COMMANDCENTRAL BRIEFCAM & VMS	488	Infrastructure	CommandCentral	0%
18	Motorola	COMMANDCENRAL DEMS	607	Infrastructure	CommandCentral	5%
12	Motorola	PROF SERVICES	699	Infrastructure	CommandCentral	5%
9	Motorola	COMMAND CENTRAL AWARE	708	Infrastructure	CommandCentral	5%
15	Motorola	COMMANDCENTRAL DEMS	742	Infrastructure	CommandCentral	5%
17	Motorola	COMMANDCENTRAL DEMS	742	Infrastructure	CommandCentral	5%
19	Motorola	COMMANDCENTRAL DEMS	785	Infrastructure	CommandCentral	5%
7	Motorola	COMMANDCENTRAL AWARE	002	Infrastructure	CommandCentral	5%
10	Motorola	COMMANDCENTRAL AWARE	002	Infrastructure	CommandCentral	5%
2	Motorola	COMMANDCENTRAL SOCIAL	031	Infrastructure	Command Central	0%
20	Motorola	COMMANDCENTRAL VAULT	032	Infrastructure	CommandCentral	5%
21	Motorola	AWARE	080	Infrastructure	CommandCentral	5%
22	Motorola	COMMANDCENTRAL DEMS	206	Infrastructure	Command Central	5%
23	Motorola	COMMANDCENTRAL DEMS	209	Infrastructure	CommandCentral	5%

GSD/PD (Rev. 3/17/14)

State of New Mexico
General Services Department

Statewide Price Agreement

Awarded Contractor
0000013468
Motorola Solutions, Inc.
7237 Church Ranch Road, Blvd Suite 406
Westminister, CO 80021

Attn: Adrena Carruthers-Adams at 858-368-3270
Or Manny Barreras at 505-850-8194

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Invoice:
As Requested

Price Agreement Number: **70-000-16-00014AJ**

Payment Terms: **Net 30**

F.O.B.: **Destination**

Delivery: **See Contract**

Procurement Specialist: Debra Saiz

Telephone No.: 505-827-0521

Title: **Communications, Radio Equipment, Parts, Accessories and Related Services**

Term: **November 04, 2016 to November 04, 2017**

This Price Agreement is made subject to the "terms and conditions" shown on the attached pages as indicated in this Price Agreement.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 11/04/2016

Terms and Conditions
(Unless otherwise specified)

1. **General:** When the State Purchasing Agent or his/her designee issues a purchase document in response to the bid, a binding contract is created.

2. **Variation in Quantity:** No variation in the quantity of any item called for by this order will be accepted unless such variation has been caused by conditions of loading, shipping, packing or allowances in manufacturing process and then only to the extent, if any, specified in this order.

3. **Assignment:**
   a. Neither the order, nor any interest therein, nor any claim thereunder, shall be assigned or transferred by the Contractor, except as set forth in Subparagraph 3b or as expressly authorized in writing by the State Purchasing Agent or his/her designee. No such assignment or transfer shall relieve the Contractor from the obligations and liabilities under this order.

   b. Contractor agrees that any and all claims for overcharge resulting from antitrust violations which are borne by the State as to goods, services, and materials purchased in connection with this bid are hereby assigned to the State.

4. **State Furnished Property:** State furnished property shall be returned to the State upon request in the same condition as received except for ordinary wear, tear and modifications ordered hereunder.

5. **Discounts:** Prompt payment discounts will not be considered in computing the low bid. Discounts for payment within twenty (20) days will be considered after the award of the contract. Discounted time will be computed from the date of receipt of the merchandise invoice, whichever is later.

6. **Inspection:** Final inspection and acceptance will be made at the destination. Supplies rejected at the destination for nonconformance with specifications shall be removed at the Contractor's risk and expense, promptly after notice of rejection.

7. **Inspection of Plant:** The State Purchasing Agent or his/her designee may inspect, at any reasonable time, the part of the Contractor's, or any subcontractor's plant or place of business, which is related to the performance of this contract.

8. **Commercial Warranty:** The Contractor agrees that the supplies or services furnished under this order shall be covered by the most favorable commercial warranties the Contractor gives for such to any customer for such supplies or services. The rights and remedies provided herein shall extend to the State and are in addition to and do not limit any rights afforded to the State by any other clause of this order. **Contractor agrees not to disclaim warranties of fitness for a particular purpose of merchantability.**

9. **Taxes:** The unit price shall exclude all state taxes.

10. **Packing, Shipping and Invoicing:**
    a. The State's purchasing document number and the Contractor's name, user's name and location shall be shown on each packing and delivery ticket, package, bill of lading and other correspondence in connection with the shipments. The user's count will be accepted by the Contractor as final and conclusive on all shipments not accompanied by a packing ticket.

    b. The Contractor's invoice shall be submitted duly certified and shall contain the following information: order number, description of supplies or services, quantities, unit price and extended totals. Separate invoices shall be rendered for each and every complete shipment.

    c. Invoices must be submitted to the using agency and NOT the State Purchasing Agent.

11. **Default:** The State reserves the right to cancel all or any part of this order without cost to the State, if the Contractor fails to meet the provisions of this order and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the State due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor, such causes include but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the State shall determine that the supplies or services to be

furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights of the State provided in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law or under this order.

12. **Non-Collusion:** In signing this bid the Contractor certifies he/she has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the State Purchasing Agent or his/her designee.

13. **Nondiscrimination:** Contractor doing business with the State of New Mexico must be in compliance with the Federal Civil Rights Act of 1964 and Title VII of the Act (Rev. 1979) and the Americans with Disabilities Act of 1990 (Public Law 101-336).

14. **The Procurement Code:** Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. In addition the New Mexico criminal statutes impose felony penalties for bribes, gratuities and kickbacks.

15. **Items:** All bid items are to be NEW and of most current production, unless otherwise specified.

16. **Payment for Purchases:** Except as otherwise agreed to: late payment charges may be assessed against the user state agency in the amount and under the conditions set forth in Section 13-1-158 NMSA 1978.

17. **Workers' Compensation:** The Contractor agrees to comply with state laws and rules pertaining to Workers' Compensation benefits for its employees. If the Contractor fails to comply with Workers' Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the contracting agency.

18. **Submission of Bid:** Bids must be submitted in a sealed envelope with the bid number and opening date clearly indicated on the bottom left hand side of the front of the envelope. Failure to label bid envelope will necessitate the premature opening of the bid in order to identify the bid number.

19. **Contractor Personnel**: Personnel proposed in the Contractor's written bid to the Procuring Agency are considered material to any work performed under this Price Agreement. Once a Purchase Order or contract has been executed, no changes of personnel will be made by the Contractor without prior written consent of the Procuring Agency. Replacement of any Contractor personnel, if approved, shall be with personnel of equal ability, experience, and qualifications. The Contractor will be responsible for any expenses incurred in familiarizing the replacement personnel to insure their being productive to the project immediately upon receiving assignments. Approval of replacement personnel shall not be unreasonably withheld. The Procuring Agency shall retain the right to request the removal of any of the Contractor's personnel at any time.

20. **Subcontracting:** The Contractor shall not subcontract any portion of the Price Agreement without the prior written approval of the Procuring Agency. No such subcontracting shall relieve the Contractor from its obligations and liabilities under this Price Agreement, nor shall any subcontracting obligate payment from the Agency.

21. **Records and Audit:** The Contractor shall maintain detailed time and expenditure records that indicate the date, time, nature, and cost of services rendered during this Price Agreement's term and effect, and retain them for a period of three (3) years from the date of final payment under this Price Agreement. The records shall be subject to inspection by the Agency, State Purchasing Division, Department of Finance and Administration, and for Information Technology contracts, State Chief Information Officer. The Agency shall have the right to audit billings, both before and after payment. Payment for services under this Price Agreement shall not foreclose the right of the Agency to recover excessive or illegal payments.

22. **Subcontracts:** The foregoing requirements for Contractor Personnel, Subcontracting, and Audit shall be inserted into all subcontracts from the prime contractor to the subcontractor.

Awards

Determination of Lowest Bidder – Following determination of product acceptability, if any is required, bids will be evaluated to determine which Bidder offers the lowest cost to the State in accordance with the specifications and terms & conditions set forth in the Invitation to Bid. The State Purchasing Agent reserves the right to award this Invitation to Bid in total; by groups of items; on the basis of individual items; any combination of these which could result in a multiple award; or as otherwise specified in bid specifications; whichever, in his/her judgment, best serves the interest of the State of New Mexico.

The New Mexico State Purchasing Agent or his/her designee reserves the right to accept and/or reject any and all bids, to waive technical irregularities, and to award to the Bidder whose bid is deemed to be in the best interest of the State of New Mexico.

Special Notice – To preclude any possible errors and/or misinterpretations, bid prices must be affixed legibly in ink or typewritten. Corrections or changes must be signed or initialed by Bidder prior to the scheduled bid opening; failure to do so will be just cause for rejection of bid.

New Mexico Employees Health Coverage

A. If Contractor has, or grows to, six (6) or more employees who work, or who are expected to work, an average of at least 20 hours per week over a six (6) month period during the term of the contract, Contractor certifies, by signing this agreement, to have in place, and agrees to maintain for the term of the contract, health insurance for its New Mexico Employees and offer that health insurance to its New Mexico Employees if the expected annual value in the aggregate of any and all contracts between Contractor and the State exceeds $250,000 dollars.

B. Contractor agrees to maintain a record of the number of its New Mexico Employees who have (a) accepted health insurance; (b) declined health insurance due to other health insurance coverage already in place; or (c) declined health insurance for other reasons. These records are subject to review and audit by a representative of the state.

C. Contractor agrees to advise all of its New Mexico Employees of the availability of State publicly financed health care coverage programs by providing each of its New Mexico Employees with, as a minimum, the following web site link to additional information: https://www.bewellnm.com/.

D. For purposes of this Paragraph, the following terms have the following meanings:

(1) "New Mexico Employee" means any resident of the State of New Mexico employed by Contractor who performs the majority of the employee's work for Contractor within the State of New Mexico, regardless of the location of Contractor's office or offices; and

(2) "offer" means to make available, without unreasonable restriction, enrollment in one or more health coverage plans and to actively seek and encourage participation in order to achieve the goals of Executive Order 2007-049. This could include State publicly financed public health coverage programs such as *Insure New Mexico!*

New Mexico Pay Equity Initiative

Contractor agrees, if it has ten (10) or more New Mexico employees OR eight (8) or more employees in the same job classification, at any time during the term of this contract, to complete and submit the PE10-249 form on the annual anniversary of the initial report submittal for contracts up to one (1) year in duration. If contractor has (250) or more employees, contractor must complete and submit the PE250 form on the annual anniversary of the initial report submittal for contracts that are up to one (1) year in duration. For contracts that extend beyond one (1) calendar year, or are extended beyond one (1) calendar year, contractor also agrees to complete and submit the PE10-249 or PE250 form, whichever is applicable, within thirty (30) days of the annual contract anniversary date of the initial submittal date or, if more than 180 days has elapsed since submittal of the last report, at the completion of the contract, whichever comes first. Should contractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, contractor agrees to provide the required report within ninety (90) days of meeting or exceeding the size requirement. That submittal date shall serve as the basis for submittals required thereafter.

Contractor also agrees to levy this requirement on any subcontractor(s) performing more than 10% of the dollar value of this contract if said subcontractor(s) meets, or grows to meet, the stated employee size thresholds during the term of the contract. Contractor further agrees that, should one or more subcontractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, contractor will submit the required report, for each such subcontractor, within ninety (90) days of that subcontractor meeting or exceeding the size requirement. Subsequent report submittals, on behalf of each such subcontractor, shall be due on the annual anniversary of the initial report submittal. Contractor shall submit the required form(s) to the State Purchasing Division of the General Services Department, and other departments as may be determined, on behalf of the applicable subcontractor(s) in accordance with the schedule contained in this paragraph. Contractor acknowledges that this subcontractor requirement applies even though contractor itself may not meet the size requirement for reporting and be required to report it self.

Two (2) copies of the Pay Equity Worksheet shall be submitted prior to Award by the prospective Awarded Contractor.

The PE10-249 and PE250 worksheet is available at the following website:
http://www.generalservices.state.nm.us/statepurchasing/Pay_Equity.aspx

STATEWIDE PRICE AGREEMENT TERMS AND CONDITIONS

Article I – Statement of Work
Under the terms and conditions of this Price Agreement all State of New Mexico agencies, commissions, institutions, political subdivisions and local bodies allowed by law may issue orders for items and/or services described herein. The terms and conditions of this Price Agreement shall form a part of each order issued hereunder.

The items and/or services to be ordered shall be as listed under Article IX - Price Schedule. All orders issued hereunder will bear both an order number and this Price Agreement number. It is understood that no guarantee or warranty is made or implied by the New Mexico State Purchasing Agent, his/her designee or the user that any order for any definite quantity will be issued under this Price Agreement. The Contractor is required to accept the order and furnish the items and/or services in accordance with the articles contained hereunder for the quantity of each order.

Article II – Term
The term of this Price Agreement, for issuance of orders, shall be as indicated in the specifications.

Article III – Specifications
Items and/or services furnished hereunder shall conform to the requirements of specifications and/or drawings applicable to items listed under Article IX-Price Schedule. Orders issued against this schedule will show the applicable Price Agreement item(s), number(s), and price(s); however they may not describe the item(s) fully.

Article IV – Shipping and Billing Instructions
Contractor shall ship in accordance with the following instructions: Shipment shall be made only against specific orders which the user may place with the Contractor during the term; The Contractor shall enclose a packing list with each shipment listing the order number, price agreement number and the commercial parts number (if any) for each item; Delivery shall be made as indicated on page1. If contractor is unable to meet stated delivery the State Purchasing Agent or his/her designee must be notified.

Article V – Termination
The Agency may terminate this Agreement for convenience or cause. The Contractor may only terminate this Agreement based upon the Agency's uncured, material breach of this Agreement. Contractor shall give Agency written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the Agency's material breaches of this Agreement upon which the termination is based and (ii) state what the Agency must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the Agency does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the Agency does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach. Termination of this Contract, however, shall not affect any outstanding orders. This provision is not exclusive and shall not waive other rights and remedies afforded either party in the event of breach of contract or default. In such instances the contract may be cancelled effective immediately.

Article VI – Amendment
This Price Agreement may be amended by mutual agreement of the New Mexico State Purchasing Agent or his/her designee and the Contractor upon written notice by either party to the other. An amendment to this Price Agreement shall not affect any outstanding orders issued prior to the effective date of the amendment as mutually agreed upon, and as published by the New Mexico State Purchasing Agent or his/her designee. Amendments affecting price adjustments and/or the extension of a price agreement expiration date are not allowed unless specifically provided in the bid and price agreement specifications.

Article VII – Issuance or Orders
Only written signed orders are valid under this Price Agreement.

Article VIII – Packing (if applicable)
Packing shall be in conformance with standard commercial practices.

Article IX – Price Schedule
Prices as listed in the price schedule hereto attached are firm.

SUPPLEMENTAL TERMS AND CONDITIONS

General
This is a Statewide Price Agreement; therefore, there is no guarantee of the minimum quantities of items or services to be purchased.

Offerors submitting bids must be authorized employees of the company they represent who can fulfill all terms and conditions of the resulting Statewide Price Agreement.

Multiple Awards
Pursuant to the Procurement Code, Sections 13-1-153 and 13-1- 154 the State reserves the right to issue multiple awards to obtain the items listed. Multiple awards are recommended to insure availability and timely delivery.

Contract Term
The term of this agreement shall be for one (1) year from date of award with the option to extend for a period (s) of three

(3) additional years, on a year-to-year basis; by mutual agreement of all parties and approval of the New Mexico State Purchasing Agent at the same price, terms and conditions. This agreement shall not exceed four (4) years.

Price agreement renewals are on a year-by-year basis and subject to approval of State Purchasing, and the Contractor. Pricing in the agreement is based on a fixed percentage off the published list price. These percentages are fixed during the first two years of the agreement. Amended percentages off list may be negotiated after the second year at the discretion of State Purchasing.

Contract Performance Monitoring
Monitoring the performance of the contractor is a key function of proper contract administration to ensure that the contractor is performing all duties in accordance with the awarded contract and for the procuring agency to be aware of and address any developing problems or concerns. Pursuant to the Procurement Code, Sections 13-1-161 and 13-1- 182 the State reserves the right to evaluate and monitor the performance of this Price Agreement.

Reporting Requirements
Contractor agrees to submit reports or other documentation in accordance with the Terms and Conditions of the ITB and Statewide Price Agreement. If the Contractor fails to submit reports to NM State Purchasing Division in a timely and satisfactory manner, any such reports, documentation, or otherwise fails to satisfactorily render performance hereunder, such failure may be considered cause for termination of this Statewide Price Agreement.

Equipment Warranty
All items proposed by the offeror should be warranted for defects in materials and workmanship for a minimum of one (1) calendar year, or the manufacture's standard U.S. warranty period, from the date of delivery to the purchaser. If the offeror is the manufacturer of any item proposed or sells that item under its own brand label, the warranty offered to the State of New Mexico under this procurement should be as favorable as any warranties provided to other governmental or retail customers. The offeror should provide the authorized purchaser with any manufacturer warranty information or registration materials for items proposed supplied as a result of this procurement.

In the event defects become evident within the manufactures warranty period, the vendor shall furnish replacement parts and materials at no additional cost to the State.

Extended Warranty
If the radio equipment are subject to an extended warranty option it should be so noted and the price(s) of the extension(s) should be quoted in the Equipment and Services Schedule (ESS).

Out of Warranty Repair Service and Parts
The offeror may agree to service and repair all equipment sold by the offeror to authorized purchasers under the scope of this procurement for the term of any agreement resulting from this solicitation.

Send-in maintenance coverage may be available for all items sold. Such servicing and repairs may be performed on either a time and materials basis or maintenance agreement basis at the option of the purchaser of the equipment and should be provided throughout the life of the Price Agreement.

The offeror may include on their ESS a guaranteed maximum hourly rate for time and a price for parts for repair of their equipment that is beyond the standard warranty. All repair parts are to be available to the Agency if they choose to do their own repairs at the above repair parts prices.

The offerors should also agree to perform upgrades and/or modifications approved by the equipment's manufacturer on send-in time and material basis, fixed fee basis or make the materials required for the modification/upgrade available to the Agency for self-installation.

Warranty on Repairs
The offeror should warrant all repairs, upgrades or modifications for at least 90 days from the date of repair, and should perform all repairs using materials and techniques in accordance with manufacture's specifications. The offeror may decline to perform any repair, upgrade or modification not recommended or approved by the equipment's manufacturer; however, if the offeror agrees to perform such repairs, upgrades or modifications, the repair should be warranted for a period of at least 90 days from the date of repair.

Technical Support
All contractors should make available factory level technical support of all items they offer to the Agency. This support may be by means of a telephone call to the factory or a factory representative at a "district level".

This requirement may also be met by a visit from an onsite technical representative from the manufacturer. The technical support should be available during regular working hours Monday through Friday.

Engineering Support
All contractors may provide pricing for engineering services including but not limited to system design, traffic routing, path analysis, microwave path budgeting, feasibility studies, terrain analysis, site development, system documentation and system trouble shooting.

Discontinued Items
During the term of this Price Agreement, should the manufacturer discontinue any of the items on the ESS, the vendor shall attempt to furnish a replacement item that is equal to or better than the discontinued item. The discount of the replacement item shall be similar to the discontinued item. After evaluating the replacement item, the Agency reserves the right to cancel the portion of the Price Agreement and re-bid if it is deemed in the best interest of the State of New Mexico.

Training Costs
The offeror may include on the ESS a list of all training classes, seminars, etc. that is available for the equipment offered to the Agency in the proposal. The offeror should list the price of each class, etc., the location where each is held, the duration of each and the maximum number of students per class. The offeror should also indicate which, if any, might be conducted at a location in New Mexico and approximate cost for a given number of students. Video presentations in DVD format are recognized as viable training programs and should be included in the offerors list if available. The video training programs must be of the same technical level as the live classroom instruction provide by the offeror.

Shipping
Unless the purchaser specifically request a different location with the State of New Mexico, all equipment purchased by the Department of Information Technology will be shipped to the address below.

Administrative Fee and Reporting

1. The Contractor agrees to provide a utilization report on all sales/or services and other revenues (including commissions charged) and fees to the agreement administrator in accordance with the following schedule:

Quarter:	Period Ending:	Report Due Date:
First	September 30	October 30
Second	December 31	January 31
Third	March 31	April 30
Fourth	June 30	July 31

2. The sales report shall include the gross total sales and other revenues including commissions charged for the period subtotaled by Procuring Agency or local public body name. Even if the Contractor experiences zero sales during the quarter, a report shall still be submitted.

3. The Contractor agrees to remit an administrative reporting fee payable by check to the State Purchasing Division for an amount equal to three-quarters of a percent **(0.75%)** of the total sales and other revenues derived from the New Mexico state agencies and local public bodies. The Contractor shall indicate the contract number **70-000-16-00014##** and include the remittance check with the quarterly sales report.

4. A template for Quarterly Gross Sales Report can be located at http://www.generalservices.state.nm.us/statepurchasing/resourcesandinformation.aspx#Vendors

State of New Mexico
General Services Department
Purchasing Division
Statewide Price Agreement **70-000-16-00014:**

Contractor Contact Information:

Dun & Bradstreet Number: 00-132-5436

(Is your company a manufacturer or an authorized dealer.)
Please check one.

Company Name: Motorola Solutions, Inc. — X Manufacturer — ___ Authorized Dealer

Address: 500 W Monroe Street, Chicago, IL 60661
Telephone Number: 847-576-5000
Company URL Link: www.motorolasolutions.com

Contract Administrator:
Name: Adrena Carruthers-Adams

Address *(if different from Company Address)*:
10680 Treena St., Suite 200
San Diego, CA 92131
Telephone Number: 858-368-3270
Email: adrena.carruthers@motorolasolutions.com

Signature: A. Carruthers-Adams

Additional Contact Information:
Name: Manny Barreras
Title: NM & El Paso Sr. Account Manager
Address *(if different from Company Address)*:
1409 Cardenas NE
Albuquerque, NM 87110
Telephone Number: 505-850-8194
Email: Manny.Barreras @Motorolasolutions.com

Signature: Manny Barreras

State of New Mexico
General Services Department
Purchasing Division
Statewide Price Agreement **70-000-16-00014:**

BID PRICING RESPONSE FORM

I. Minimum Percentage Discount (%) off Manufacturer's Retail Price (MSRP)
**Additional rows and/or pages may be added to accommodate the Bidder's list of bidding information; please number pages and rows accordingly.*

No.	Manufacturer	Product Category	APC	Item	Short Description	Discount
1	Motorola	Portable Radiophone (Portables)	001	Subscriber	CDM1550	20%
2	Motorola	Video Solutions	002	Infrastructure	Command Central	10%
3	Motorola	Portable Radiophone (Portables)	004	Subscriber	EX500/EX600	20%
4	Motorola	Fixed Stations	005	Infrastructure	PR860	20%
5	Motorola	Dispatch Service	006	Service	Dispatch Service	5%
6	Motorola	Portable Radiophone (Portables)	008	Subscriber	HT1250	20%
7	Motorola	Fixed Wireless Broadband	015	Software	Special Applications	20%
8	Motorola	Portable Radiophone (Portables)	018	Subscriber	CP100/CP150/CP200	0%
9	Motorola	Portable Radiophone (Portables)	019	Subscriber	PM/CM Radios	0%
10	Motorola	CAD Equipment	020	Software	PremierOne	0%
11	Motorola	Portable Radiophone (Portables)	027	Subscriber	ALPHA L	17%
12	Motorola	Portable Radiophone (Portables)	037	Subscriber	MOTOTRBO	10%
13	Motorola	Mobile Stations	038	Subscriber	MOTOTRBO	10%
14	Motorola	CAD Equipment	039	Software	Radio IP	5%
15	Motorola	Video Solutions	039	Software	Radio IP	5%
16	Motorola	Data Applications	041	Software	Auto License Plate	10%
17	Motorola	Data Applications	041	Equipment	Video Cameras	10%
18	Motorola	LTE	051	Infrastructure	Site	10%
19	Motorola	LTE	052	Infrastructure	BTE	10%
20	Motorola	LTE	053	Infrastructure	MME, SGW, PGW	10%
21	Motorola	LTE	054	Infrastructure	HSS/PCRF	10%
22	Motorola	LTE	055	Infrastructure	Core	10%
23	Motorola	LTE	056	Infrastructure	Device Manager	10%
24	Motorola	LTE	057	Subscriber	Vehicular Modem	10%
25	Motorola	LTE	058	Subscriber	UM1000 LTE USB Modem	5%
26	Motorola	LTE	059	Software	Applications	10%
27	Motorola	LTE	061	Software	Applications	10%
28	Motorola	LTE	063	Software	PSIG	10%
29	Motorola	LTE	065	Subscriber	PDA Handheld	10%
30	Motorola	LTE	066	Infrastructure	Dropship	10%
31	Motorola	CAD Equipment	068	Software	Advanced Messaging	10%
32	Motorola	Fixed Wireless Broadband	683		MESH	0%
33	Motorola	Video Solutions	080	Software	RTCC	10%
34	Motorola	Trunking Products and Systems	085	Hardware	Fixed Data	15%
35	Motorola	Portable Radiophone (Portables)	087	Subscriber	MOTOTRBO	10%

36	Motorola	Mobile Stations	103	Subscriber	CDM750	27%
37	Motorola	Mobile Stations	109	Subscriber	CDM1250	27%
38	Motorola	Dispatch Solutions	112	Infrastructure	G-Series Products	18%
39	Motorola	Dispatch Solutions	112	Infrastructure	G-Series Products	18%
40	Motorola	Trunking Products and Systems	115	Accessories	Commport	27%
41	Motorola	Dispatch Solutions	118	Software	NG-911, Intrado	10%
42	Motorola	Dispatch Solutions	124	Console	Command Star/MC3000	15%
43	Motorola	Dispatch Solutions	129	Console	Gold Series Headsets	27%
44	Motorola	Network Products	131	Infrastructure	Microwave Radio	10%
45	Motorola	Beacon	133	Infrastructure	Beacon	17%
46	Motorola	Pagers/Receiver	136	Subscriber	Minitor Products	15%
47	Motorola	Secure Solutions	137	Subscriber	Key Management	20%
48	Motorola	Dispatch Solutions	139	Software	NG-911, ECW	0%
49	Motorola	Dispatch Solutions	147	Infrastructure	MND Products Cable, Kits, SW	15%
50	Motorola	Data Applications	153	Subscriber	HPD	20%
51	Motorola	Portable Radiophone (Portables)	158	Subscriber	CP110	20%
52	Motorola	Mobile Stations	159	Subscriber	GM300	20%
53	Motorola	Pagers/Receiver	169	Subscriber	Advisor II	20%
54	Motorola	Data Subscriber Devices	177	Subscriber	MC35/MC50	15%
55	Motorola	Data Subscriber Devices	185	Warranty	Service	0%
56	Motorola	Dispatch Solutions	185	Warranty	Service	0%
57	Motorola	Portable Radiophone (Portables)	185	Warranty	Software	0%
58	Motorola	Portable Radiophone (Portables)	187	Accessories	Portable Accessories	27%
59	Motorola	Mobile Stations	189	Accessories	Mobile Accessories	27%
60	Motorola	Software Upgrades/Flashport	195	Software	Infrastructure Software	20%
61	Motorola	Dispatch Solutions	201	Subscriber	KVL II	10%
62	Motorola	Dispatch Solutions	202	Subscriber	APX Deskset	20%
63	Motorola	Portable Radiophone (Portables)	205	Subscriber	XTS2500	25%
64	Motorola	Dispatch Solutions	207	Parts	Dropship	10%
65	Motorola	Fixed Station Accessories	207	Parts	Dropship	10%
66	Motorola	Fixed Station Antenna Systems	207	Parts	Dropship	10%
67	Motorola	Network Products	207	Parts	Dropship	10%
68	Motorola	Fixed Data Products	214	Infrastructure	Moscad	10%
69	Motorola	Fixed Network Equipment	222	Software	PDG Software	20%
70	Motorola	Fixed Wireless Broadband	224	Infrastructure	Point to Point	15%
71	Motorola	Fixed Stations	225	Infrastructure	Quantar/Quantro	20%
72	Motorola	Dispatch Solutions	226	Software	ISSI	20%
73	Motorola	Dispatch Solutions	228	Console	Centracom	20%
74	Motorola	Dispatch Solutions	229	Console	Logging/Astro-Tac	14%
75	Motorola	Dispatch Solutions	229	Accessories	Unbranded Fixed Accy's	14%
76	Motorola	CAD Equipment	232	Software	Advanced Messaging	5%
77	Motorola	Network Products	232	Infrastructure	Unified Network Srvs.	10%
78	Motorola	Quantar/Quantro ASTRO RP	243	Infrastructure	D- Infrastructure	20%

79	Motorola	TRKD - CENTRACOMII	244	Console	Control Centers	20%
80	Motorola	Flashport Conv S/W Maintenance	260	Subscriber	Software Subscription Agreement	20%
81	Motorola	Dispatch Solutions	261	Service	Service/Shop Supplies	5%
82	Motorola	Test Equipment	262	Parts	Service/Shop Supplies	20%
83	Motorola	Portable Radiophone (Portables)	271	Accessories	Portable Accessories	27%
84	Motorola	Network Preventative Maintenance	269	Service	System Survey/Analysis	0%
85	Motorola	Fixed Station Accessories	273	Infrastructure	Analog Comparator	20%
86	Motorola	Fixed Data Products	275	Infrastructure	Moscad	20%
87	Motorola	Mobile Stations	276	Subscriber	XTL5000	25%
88	Motorola	Fixed Station Accessories	277	Infrastructure	Smart X	20%
89	Motorola	Trunking Products and Systems	277	Infrastructure	Smartnet Controller	20%
90	Motorola	Records Management Software	279	Software	CAD	0%
91	Motorola	Trunking Products and Systems	280	Infrastructure	Zone Controller Man	20%
92	Motorola	Fixed Stations	281	Infrastructure	Zone Manager	20%
93	Motorola	Trunking Products and Systems	281	Software	Zone Manager Interface	19%
94	Motorola	Mobile Stations	287	Subscriber	PAC-RT, VRS750	10%
95	Motorola	Portable Radiophone (Portables)	291	Accessories	APX Accessories	27%
96	Motorola	Service/Maintenance	293	Service	Services/Training	0%
97	Motorola	Training-Professional Services	286	Service	Training/Services	0%
98	Motorola	CAD Equipment	297	Infrastructure	Records Management	5%
99	Motorola	Fixed Stations	301	Infrastructure	Quantar Astro Trunking	20%
100	Motorola	Portable Radiophone (Portables)	320	Subscriber	XTS5000	25%
101	Motorola	Dispatch Solutions	322	Console	MCC Series I/O	15%
102	Motorola	Fixed Network Equipment	329	Infrastructure	Tower Top Amplifiers	10%
103	Motorola	CAD Equipment	330	Infrastructure	PremierOne	5%
104	Motorola	Portable Radiophone (Portables)	332	Software	Flashport Software	20%
105	Motorola	CAD Equipment	333	Infrastructure	PremierOne	10%
106	Motorola	Fixed Data Products	342	Infrastructure	Moscad	10%
107	Motorola	Data Applications	343	Parts	Dell Laptops	10%
108	Motorola	Fixed Stations	360	Infrastructure	Quantar Receiver	20%
109	Motorola	Paging/Receivers	361	Infrastructure	Paging	15%
110	Motorola	Portable Radiophone (Portables)	362	Parts	Parts	20%
111	Motorola	Software Upgrades/Flashport	371	Software	Radio Subscription Soft.	0%
112	Motorola	Portable Radiophone (Portables)	372	Accessories	XTS Accessories	27%
113	Motorola	Mobile Stations	374	Subscriber	Astro Consolette	15%
114	Motorola	LTE	375	Service	LTE	0%
115	Motorola	Fixed Stations	377	Infrastructure	Trunked Central Cont.	20%
116	Motorola	Trunking Products and Systems	377	Infrastructure	Central Controller	17%
117	Motorola	Fixed Network Equipment	381	Infrastructure	Enterprise Terminals	20%

118	Motorola	Dispatch Solutions	382	Infrastructure	SDM Config	10%
119	Motorola	Preventive Maintenance Service	390	Service	Performance Management Reports	0%
120	Motorola	Portable Radiophone (Portables)	402	Accessories	GP900 Accessories	20%
121	Motorola	Fixed Data Products	403	Infrastructure	Data Controller/RNC	20%
122	Motorola	Dispatch Solutions	404	Console	Centracom	20%
123	Motorola	Portable Radiophone (Portables)	407	Subscriber	XTS2500	25%
124	Motorola	Portable Radiophone (Portables)	414	Accessories	Accessories	20%
125	Motorola	Dispatch Solutions	415	Accessories	Monitors	10%
126	Motorola	Fixed Stations	417	Infrastructure	Misc. Site Equipment	10%
127	Motorola	MOTOTRBO	422	Infrastructure	Infrastructure	10%
128	Motorola	Fixed Stations	424	Infrastructure	Master Site/Astro	20%
129	Motorola	Fixed Stations	425	Infrastructure	Small Systems	20%
130	Motorola	Mobile Stations	426	Subscriber	APX	27%
131	Motorola	Portable Radiophone (Portables)	426	Subscriber	APX	27%
132	Motorola	Portable Radiophone (Portables)	430	Subscriber	Flashport Software	20%
133	Motorola	Software Upgrades/Flashport	430	Subscriber	Flashport Software	27%
134	Motorola	Portable Radiophone (Portables)	442	Subscriber	PR400	20%
135	Motorola	Dispatch Solutions	443	Console	MCC7100/7500 Consoles	20%
136	Motorola	Fixed Stations	448	Infrastructure	Quantar/Quantro	20%
137	Motorola	Emerald HW	449	Infrastructure	Connect + Infra	20%
138	Motorola	Pagers/Receiver	452	Subscriber	Pagers	27%
139	Motorola	Portable Radiophone (Portables)	453	Accessories	XTS Accessories	27%
140	Motorola	Dispatch Solutions	454	Console	Footswitches	15%
141	Motorola	Fixed Data Products	455	Subscriber	Data Subscriber	15%
142	Motorola	Portable Radiophone (Portables)	456	Subscriber	RPG	20%
143	Motorola	Fixed Station Accessories	457	Parts	Infrastructure Antennas	20%
144	Motorola	Portable Radiophone (Portables)	458	Accessories	APX Accessories	20%
145	Motorola	Secure Solutions	462	Subscriber	KVL3000	10%
146	Motorola	APX1500	466	Subscriber	APX	27%
147	Motorola	Dispatch Solutions	469	Console	AUX/IO	10%
148	Motorola	Portable Radiophone (Portables)	470	Subscriber	APX7000	25%
149	Motorola	Mobile Stations	471	Subscriber	APX	27%
150	Motorola	Fixed Stations	474	Infrastructure	MTR	20%
151	Motorola	MOTOTRBO	475	Software	Applications	10%
152	Motorola	Portable Radiophone (Portables)	476	Accessories	XTS Accessories	20%
153	Motorola	Portable Radiophone (Portables)	481	Subscriber	APX	27%
154	Motorola	Portable Radiophone (Portables)	483	Subscriber	PM1500	25%
155	Motorola	Mobile Stations	484	Subscriber	MOTOTRBO	10%

156	Motorola	Video Solutions	488	Infrastructure	Fixed Video	10%
157	Motorola	Trunking Products and Systems	495	Infrastructure	PDG Hardware	20%
158	Motorola	Fixed Data Products	499	Infrastructure	Moscad	10%
159	Motorola	Mobile Stations	500	Subscriber	XTL5000	25%
160	Motorola	Portable Radiophone (Portables)	505	Accessories	Accessories	27%
161	Motorola	Fixed Stations	509	Infrastructure	Astro Quantar	20%
162	Motorola	Receivers	509	Infrastructure	Astro Quantar	20%
163	Motorola	Fixed Stations	512	Infrastructure	MTR3000	20%
164	Motorola	Receivers	512	Infrastructure	Receiver Options	23%
165	Motorola	Mobile Stations	514	Subscriber	XTL2500	25%
166	Motorola	Fixed Station Accessories	515	Parts	Transmission Line	20%
167	Motorola	MOTOTRBO	516	Software	Applications	10%
168	Motorola	Mobile Stations	518	Subscriber	XTL2500	25%
169	Motorola	Security	519	Service	Network Security Monitoring	0%
170	Motorola	Security	519	Service	Security Update	0%
171	Motorola	Dispatch Solutions	520	Subscriber	WAVE Technology	10%
172	Motorola	Dispatch Solutions	524	Infrastructure	Motobridge	10%
173	Motorola	Fixed Station Accessories	524	Infrastructure	Astro DIU	20%
174	Motorola	Secure Solutions	524	Infrastructure	Astro DIU	20%
175	Motorola	Fixed Station Accessories	525	Infrastructure	Astro Comparator	20%
176	Motorola	Secure Solutions	525	Infrastructure	Astro Comparator	15%
177	Motorola	Mobile Stations	527	Subscriber	APX	27%
178	Motorola	Portable Radiophone (Portables)	527	Subscriber	APX	27%
179	Motorola	Private IDEN INFRA	529	Infrastructure	Private IDEN P&L	20%
180	Motorola	Portable Radiophone (Portables)	536	Subscriber	APX	27%
181	Motorola	Fixed Stations	537	Infrastructure	SZ Intellirepeater	20%
182	Motorola	CAD Equipment	548	Infrastructure	CAD	10%
183	Motorola	Mobile Accessories	554	Accessories	Mobile Antennas	27%
184	Motorola	Portable Antennas	555	Accessories	Two-Way Traditional	27%
185	Motorola	MOTOTRBO	557	Infrastructure	Controller	10%
186	Motorola	Service/Maintenance	561	Service	Network Monitoring	0%
187	Motorola	Portable Radiophone (Portables)	562	Subscriber	APX	27%
188	Motorola	MOTOTRBO	563	Infrastructure	Controller	10%
189	Motorola	Portable Radiophone (Portables)	570	Subscriber	PDR3500 Portable Repeater	10%
190	Motorola	Mobile Stations	571	Subscriber	DVR	15%
191	Motorola	Portable Radiophone (Portables)	577	Subscriber	Passport	20%
192	Motorola	APX8000	579	Subscriber	APX	27%
193	Motorola	Mobile Stations	585	Subscriber	XTL5000	25%
194	Motorola	Fixed Stations	590	Infrastructure	Quantar Receiver	22%
195	Motorola	Trunking Products and Systems	593	Infrastructure	MTR2000 Trunking	20%

196	Motorola	Dispatch Solutions	595	Infrastructure	MCC7500 Conventional Site Oper	20%
197	Motorola	Wireless Mobility	606	Infrastructure	Canopy	15%
198	Motorola	Records Management Software	608	Software	PSA	10%
199	Motorola	Portable Radiophone (Portables)	619	Accessories	Digital Accessories	27%
200	Motorola	Portable Radiophone (Portables)	626	Subscriber	PR1500	20%
201	Motorola	Fixed Stations	643	Infrastructure	DIU	20%
202	Motorola	Mobile Accessories	644	Accessories	Misc. Accessories	27%
203	Motorola	Trunked Terminals	647	Infrastructure	D- Infrastructure	20%
204	Motorola	Mobile Stations	652	Subscriber	APX	27%
205	Motorola	Portable Radiophone (Portables)	654	Subscriber	XTS4000	0%
206	Motorola	Mobile Stations	655	Subscriber	APX	27%
207	Motorola	Portable Radiophone (Portables)	655	Subscriber	APX	27%
208	Motorola	Mobile Stations	656	Subscriber	APX	27%
209	Motorola	Portable Radiophone (Portables)	656	Subscriber	APX	25%
210	Motorola	NG-911 Service	659	Service	NG-911	0%
211	Motorola	Networking Security Service	659	Service	Security, IP Networking	0%
212	Motorola	Dispatch Solutions	660	Subscriber	WAVE Technology	10%
213	Motorola	Data Applications	670	Software	Intelligent Data Portal	0%
214	Motorola	System Implementation	670	Service	SI	0%
215	Motorola	Portable Radiophone (Portables)	672	Subscriber	HT750	34%
216	Motorola	Fixed Stations	675	Infrastructure	SZ Intellirepeater	20%
217	Motorola	Fixed Stations	680	Infrastructure	Data Base Station	22%
218	Motorola	Portable Radiophone (Portables)	687	Subscriber	XTS/MT 1500	20%
219	Motorola	CAD Equipment	702	Infrastructure	CAD	0%
220	Motorola	Dispatch Solutions	706	Accessories	MCC Accessories	27%
221	Motorola	Dispatch Solutions	708	Parts	Dropship	17%
222	Motorola	Dispatch Solutions	708	Infrastructure	Fire Station Alerting	17%
223	Motorola	Dispatch Solutions	708	Parts	Battery Backup	17%
224	Motorola	Dispatch Solutions	708	Software	Network Security	17%
225	Motorola	Dispatch Solutions	708	Parts	Dropship	17%
226	Motorola	Portable Radiophone (Portables)	721	Subscriber	XTS5000	25%
227	Motorola	Portable Radiophone (Portables)	726	Subscriber	XTL1500 u/v	25%
228	Motorola	Dispatch Solutions	729	Console	Gold Series Flashes	20%
229	Motorola	Data Subscriber Devices	736	Subscriber	MW810	22%
230	Motorola	Dispatch Solutions	740	Infrastructure	MIP5000	15%
231	Motorola	Portable Radiophone (Portables)	742	Accessories	APX Accessories	27%
232	Motorola	Receivers	743	Infrastructure	Astro Receiver	20%
233	Motorola	Fixed Stations	744	Parts	Misc Parts	20%
234	Motorola	Portable Radiophone (Portables)	749	Subscriber	HT1250	34%

235	Motorola	Portable Radiophone (Portables)	755	Subscriber	APX6000 Basic	27%
236	Motorola	Portable Radiophone (Portables)	756	Subscriber	APX6000XE	25%
237	Motorola	Mobile Stations	761	Subscriber	APX	27%
238	Motorola	Data Applications	766	Software	IDP Services	0%
239	Motorola	Dispatch Service	768	Infrastructure	ASTRO 24, Master Site	0%
240	Motorola	Service/Maintenance	769	Service	Onsite Response (Local)	0%
241	Motorola	Service/Maintenance	769	Service	SUAII	0%
242	Motorola	Service/Maintenance	772	Service	Technical Support	0%
243	Motorola	Mobile Stations	775	Subscriber	XTL1500	17%
244	Motorola	Mobile Stations	776	Subscriber	Maratrac	20%
245	Motorola	MOTOTRBO	777	Subscriber	Portables	10%
246	Motorola	Portable Radiophone (Portables)	785	Accessories	Accessories	27%
247	Motorola	Air Time Accumulator	786	Software	D- Infrastructure	20%
248	Motorola	Mobile Stations	792	Subscriber	CDM1550	20%
249	Motorola	Professional Fixed	794	Infrastructure	Fixed Other	20%
250	Motorola	Portable Radiophone (Portables)	795	Accessories	APX Accessories	27%
251	Motorola	Portable Radiophone (Portables)	798	Accessories	APX Accessories	27%
252	Motorola	Fixed Wireless Broadband	800	Infrastructure	MESH	0%
253	Motorola	Fixed Stations	811	Software	Encryption	5%
254	Motorola	Lifecycle Services	823	Service	SMA/SUA	0%
255	Motorola	Fixed Wireless Broadband	832	Infrastructure	Wireless LAN/Symbol	10%
256	Motorola	Wireless Mobility	832	Infrastructure	Wireless LAN	10%
257	Motorola	Portable Radiophone (Portables)	837	Subscriber	APX	27%
258	Motorola	Paging/Receivers	839	Infrastructure	Encoders	15%
259	Motorola	Portable Radiophone (Portables)	841	Subscriber	HT1550 XLS	34%
260	Motorola	Professional Services	842	Software	311 Software	0%
261	Motorola	CAD Equipment	850	Infrastructure	CAD	0%
262	Motorola	Test Equipment	854	Parts	Test Equipment/Shop	0%
263	Motorola	Data Subscriber Devices	855	Infrastructure	Wireless Lan Ports/AP's	10%
264	Motorola	Fixed Station Accessories	856	Infrastructure	Alt Building	10%
265	Motorola	Mobile Stations	869	Subscriber	M1225	20%
266	Motorola	Dispatch Solutions	877	Console	Console Telephony Media Gateway	20%
267	Motorola	CAD Equipment	879	Infrastructure	CAD	0%
268	Motorola	Mobile Applications Software	879	Infrastructure	CAD	10%
269	Motorola	Fixed Stations	881	Infrastructure	Powerline LV	15%
270	Motorola	Fixed Wireless Broadband	882	Infrastructure	Broadband Services	15%
271	Motorola	Portable Radiophone (Portables)	883	Subscriber	Talkabouts	15%
272	Motorola	Dispatch Solutions	892	Subscriber	WAVE Technology	20%
273	Motorola	Lifecycle Services	901	Service	Migration Assurance Program	0%
274	Motorola	Lifecycle Services	902	Service	SMA	0%

275	Motorola	Lifecycle Services	903	Service	SUA, SUA II	0%
276	Motorola	Fixed Wireless	904	Infrastructure	Canopy	15%
277	Motorola	Lifecycle Services	904	Service	SUS	0%
278	Motorola	Lifecycle Services	905	Service	SA	0%
279	Motorola	Fixed Wireless Broadband	906	Service	Canopy Service	15%
280	Motorola	Wireless Mobility	907	Infrastructure	Unlicensed	15%
281	Motorola	Wireless Mobility	908	Infrastructure	Licensed	15%
282	Motorola	Fixed Wireless Broadband	910	Service	PTP Service	15%
283	Motorola	Mobile Stations	922	Subscriber	CM200/CM300	20%
284	Motorola	Infrastructure Repair	929	Service	Services	0%
285	Motorola	Paging/Receivers	940	Parts	Minitor Parts	15%
286	Motorola	Paging/Receivers	941	Infrastructure	Infrastructure	15%
287	Motorola	Service/Maintenance	943	Service	System Manager	0%
288	Motorola	Fixed Wireless Broadband	947	Infrastructure	Broadband Peripherals	15%
289	Motorola	Warranty	964	Service	Additional Warranty	0%
290	Motorola	Priv Sys Intlnoc Release	967	Infrastructure	D- Infrastructure	20%
291	Motorola	Portable Radiophone (Portables)	977	Subscriber	MOTOTRBO	10%
292	Motorola	CAD Equipment	981	Infrastructure	Advanced Data Capture (Scanners)	0%
293	Motorola	Maintenance	983	Service	CAD	0%
294	Motorola	LTE	984	Service	LOCAL TECHNICAL SUPPORT	0%
295	Motorola	LTE	985	Infrastructure	CSI MATERIAL	0%
296	Motorola	Saturn Buy-Sell	987	Parts	Batteries	27%
297	Motorola	LTE	989	Infrastructure	NETWORK AIRTIME	0%

II. Implementation Services: Software Integration, Hardware Installation and Training

No.	Service	% Discount	$ Rate *(Indicate Hourly or Daily)*
1.	System Technologist	0%	$1,625.00 daily
2.	Standard Shop Installation	0%	$150.00 per hour
3.	Mobile Radio Installation	0%	$180.00 - $500.00 per unit
4.	Radio Programming	0%	$55.00 - $125.00 per unit
5.	Software Installation		System
6.	Training		System
7.	Post Warranty Maintenance		System
8.	Support Services		System

III. Provide URL Link or Links to Communications, Radio Equipment, Parts, Accessories and Related Services Price Catalogs:

1. https://businessonline.motorolasolutions.com
2. _____
3. _____

City of Santa Fe
Governing Body
Findings of Fact and Conclusions of Law

Appeal No. 2020-002644-APPL
Appellants – Stefanie Beninato & John Eddy
Appellees – Brian and Lisa Watson
Appellees' Agent – Wayne Lloyd and Associates
Address – 203 East Santa Fe Avenue

THIS MATTER came before the City of Santa Fe ("City") Governing Body ("Governing Body") on October 14, 2020, to decide whether to accept a recommendation from the City Attorney's Office concerning an appeal filed by Stefanie Beninato and John Eddy ("Appellants"). In the appeal, Appellants asked the Governing Body to overturn the Historic Districts Review Board ("Board") decision in Case #2020-002357-HDRB. In that decision, the Board granted an application ("Application") submitted by Wayne Lloyd and Associates ("Agent") on behalf of Brian and Lisa Watson ("Owners") for the construction of a 110 square-foot addition at 203 East Santa Fe Trail ("Property"). The City Attorney's Office recommended that the Governing Body dismiss the appeal without a public hearing because Appellants failed to deliver a copy of the appeal to the Owners within three (3) days of the filing date, as required by the Santa Fe City Code ("SFCC") Section 14-3.17(D)(2).

The record on appeal (Record) includes the following documents:

1. Memorandum dated October 6, 2020, for the October 14, 2020 Meeting of the Governing Body to the Members of the Governing Body from Sally A. Paez, Assistant City Attorney (Memorandum);
2. Exhibit A, Verified Appeal Petition (Petition) filed Sept 23, 2020;
3. Exhibit B, Board Findings of Fact and Conclusions of Law for Case #2020-002357-HDRB, approved September 8, 2020 and filed with the records of the City Clerk as Item #20-0489;
4. Exhibit C, relevant excerpts from the minutes of the September 8, 2020 Board meeting;
5. Exhibit D, relevant excerpts from the minutes of the August 11, 2020 Board meeting;
6. Exhibit E, City Historic Preservation Division ("HPD") Board Action letter;
7. Exhibit F, HPD Staff Report from the August 11, 2020 Board meeting;
8. Exhibit G, Application and attachments filed with the HPD on July 16, 2020;
9. Exhibit H, Preliminary Zoning Review Worksheet;
10. Exhibit I, New Mexico Historic Building Inventory; and
11. Exhibit J, email correspondence and supplemental materials submitted by the Parties.

After conducting a public hearing, the Governing Body hereby FINDS, as follows:

FINDINGS OF FACT

1. On July 16, 2020, Wayne Lloyd and Associates, Agent, filed an Application with the HPD on behalf of Brian and Lisa Watson, Owners.
2. In the Application, Owners sought Board approval for the construction of a 110 square-foot addition at 203 East Santa Fe Avenue.
3. On August 11, 2020, the Board held a public hearing on the Application (Case #2020-002357-HDRB).
4. A majority of the Board voted to approve the Application with conditions.
5. On September 8, 2020, the Board adopted written Findings of Fact and Conclusions of Law reflecting its decision.
6. On September 23, 2020, Appellants filed a verified appeal petition, asking the Governing Body to overturn the Board decision in Case #2020-002357-HDRB.
7. Under SFCC Section 14-3.17(D)(6), the Land Use Director ("Director") "shall promptly review all appeals for conformity with the requirements of Section 14-3.17. Upon determining that an appeal does not conform to the requirements, the [Director] shall refer the matter to the city attorney for review."
8. The Director promptly reviewed the Petition and determined that the appeal did not conform with the following requirement, set forth in SFCC Section 14-3.17(D)(2): "Within three days of the filing date, the appellant shall hand deliver a copy of the appeal to any appellee or deliver it by first-class certified mail."
9. The Director referred the matter to the City Attorney's Office for review, pursuant to SFCC Section 14-3.17(D)(6).
10. On October 1, 2020, the City Attorney's Office contacted Appellants to inquire if they had delivered a copy of the appeal to the Owners or the Owners' Agent.
11. On October 1, 2020, Appellants responded by email that they had not delivered a copy of the appeal to the Owners or the Owners' Agent.
12. On October 1, 2020, after being contacted by the City Attorney's Office, Appellants delivered copies of the appeal to the Owners and the Owners' Agent.
13. Appellants delivered a copy of the appeal to the Owners and their Agent eight (8) days after Appellants filed their appeal.
14. It is undisputed that Appellants failed to deliver a copy of the appeal to the Owners or the Owners' Agent within three (3) days of the filing date.
15. By the time the Owners received a copy of the appeal, they had submitted final architectural drawings to the City Land Use Department and had applied for a building permit (Permit #2020-10958-ADDR).
16. SFCC Section 14-3.17(D)(2), which requires an appellant to deliver a copy of the appeal to any appellee within three (3) days of the filing date, uses the term "shall."
17. Under SFCC Section 14-1.9(I), "[t]he words 'shall,' 'will' and 'must' are mandatory terms. The words 'may' and 'should' are discretionary terms."
18. The City Attorney's Office agreed with the Director that the appeal did not conform to the requirements of SFCC Section 14-3.17 because Appellants failed to deliver a copy of the appeal to the Owners within three (3) days of the filing date, as required by SFCC Section 14-3.17(D)(2).

19. Under SFCC Section 14-3.17(D)(6)(a), "[i]f the city attorney concurs with the land use director's determination, the city attorney's written recommendation shall be forwarded to the governing body for discussion."
20. The City Attorney's Office submitted a written recommendation to Governing Body, recommending that the Governing Body should dismiss the appeal for failure to meet the delivery requirement set forth in SFCC Section 14-3.17(D)(2).
21. The Governing Body discussed the recommendation at a public meeting held October 14, 2020.
22. Under SFCC Section 14-3.17(D)(a)-(b), "[t]he governing body may accept the city attorney's written recommendation and the decision is final and may be appealed to district court. If the governing body does not accept the city attorney's recommendation, the appeal shall be heard as set forth in Chapter 14."
23. A majority of the members of the Governing Body voted to accept the recommendation of the City Attorney's Office to deny the appeal without a public hearing.
24. The following members of the Governing Body did not concur with the majority vote: Councilor JoAnne Vigil Coppler and Councilor Renee Villarreal.

CONCLUSIONS OF LAW

Under the circumstances and based upon the record and the evidence and testimony submitted at the hearing, the Governing Body CONCLUDES as follows:

1. The Governing Body has the power and authority to hear and decide the matter that is the subject of the Appeal.
2. The Board's written decision issued September 8, 2020 is a final action subject to appeal.
3. Appellant timely appealed the Board's decision to the Governing Body.
4. SFCC Section 14-3.17(D)(2) sets forth a mandatory legal requirement as follows: "Within three days of the filing date, the appellant shall hand deliver a copy of the appeal to any appellee or deliver it by first-class certified mail."
5. Under the City's rules for computing time deadlines, Appellants delivered of a copy of the Petition to the Owners and their Agent eight (8) days after the appeal was filed. *See* SFCC § 14-1.9(D) (explaining how to compute time deadlines in the Land Use Code).
6. Because a majority of the members of the Governing Body voted to accept the recommendation of the City Attorney's Office, the City's final action is to deny the appeal without a public hearing.

WHEREFORE, IT IS ORDERED ON THE 28TH OF OCTOBER, 2020 BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Considering the foregoing findings and conclusions, the Governing Body denies the appeal without a public hearing. The City's decision is final and may be appealed to the district court.

_____ _____

Alan M. Webber Date
Mayor

FILED WITH THE CITY CLERK:

_____ _____

Yolanda Y. Vigil Date
City Clerk

APPROVED AS TO FORM:



Oct 20, 2020

_____ _____

Erin K. McSherry Date
City Attorney

City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909
www.santafenm.gov

Alan Webber, Mayor

Councilors:
Signe I. Lindell, Mayor Pro Tem, District 1
Renee Villarreal, District 1
Michael J. Garcia, District 2
Carol Romero-Wirth, District 2
Roman "Tiger" Abeyta, District 3
Chris Rivera, District 3
Jamie Cassutt-Sanchez, District 4
JoAnne Vigil Coppler, District 4

MEMORANDUM

DATE: October 15, 2020

TO: Planning Commission, Finance Committee, Public Utilities/Public Works Committee, Quality of Life Committee, Governing Body

FROM: Elias Isaacson, Planning & Land Use Director ESI
Sally Paez, Assistant City Attorney SAP

RE: Proposed Legislation - Short-Term Rental Ordinance

Executive Summary:

The proposed legislation would amend the Short-Term Rental Ordinance set forth in the Santa Fe City Code (SFCC) Subsections 14-6.2(A)(5)-(8). Specifically, the legislation would (1) adopt by ordinance a maximum of one thousand (1000) short-term rental permits on residentially zoned property, (2) prospectively limit the number of short-term rental permits to one per natural person, (3) prospectively limit the proximity of short-term rental units, (4) require a local operator for short-term rental units, (5) adopt record-keeping and reporting requirements for short-term rental unit owners and host platforms, and (6) clarify other provisions of the short-term rental ordinance. The legislation would also amend the Land Use Code definitions in SFCC Section 14-12.1 SFCC 1987, as they relate to short-term rental units; and amend SFCC Section 12-2.3 to clarify that a short-term rental unit is not a Group R-1 occupancy for purposes of fire inspections.

Background:

This proposal originally included two separate bills, one amending the Short-Term Rental (STR) Ordinance set forth in SFCC Subsections 14-6.2(A)(5)-(8), and the other amending the Land Use Code Enforcement Ordinance set forth in SFCC Section 14-11.4. The bill sponsors, who include Mayor Webber and Councilors Lindell, Romero-Wirth, and Villarreal, presented the bills as a package aimed at improving the administration and enforcement of the City's STR program.

Amendments to the Land Use Code require a public hearing and recommendation by the Planning Commission (Commission) prior to consideration by the Governing Body. On June 18, 2020, the

Alan Webber, Mayor

Councilors:
Signe I. Lindell, Mayor Pro Tem, District 1
Renee Villarreal, District 1
Michael J. Garcia, District 2
Carol Romero-Wirth, District 2
Roman "Tiger" Abeyta, District 3
Chris Rivera, District 3
Jamie Cassutt-Sanchez, District 4
JoAnne Vigil Coppler, District 4

Commission reviewed both bills at a public hearing but postponed the matter for further review of the proposed amendments and the high volume of public comment received. The Commission provided the Governing Body with a memorandum (attached) that included initial input on both bills.

On June 24, the bill sponsors decided to table the amendments to the STR Ordinance to consider additional revisions based on input received. Amendments to the Land Use Code Enforcement Ordinance, SFCC Section 14-11.4, continued through the committee review process and were adopted by the Governing Body on August 12, 2020 as Ordinance No. 2020-18.

New Proposal to Amend STR Ordinance:

Following the introduction of the original STR legislation, the bill sponsors received input from numerous constituents and stakeholders, as well as the Commission. The sponsors chose to introduce a new version of the bill that incorporates revisions in response to the public input received. Significant changes from the previous draft legislation include the following:

- STR units on non-residentially zoned property, including the Business Capitol District (BCD), would require a registration and would not be subject to permit limitations, including the 1000 permit limit, the one permit/natural person limit, and the limitation on permit transfers.
- STR units on non-residentially zoned property would not be subject to the limitation of one rental within a seven-day period (this existing limitation would continue to apply to STR units on residentially zoned property).
- The proposed proximity limitations have been revised for both residentially zoned property and non-residentially zoned property.
- The Commission's proposed clarifications to the "natural person" provision and the permit transfer provision have been incorporated.
- The local operator requirement has been revised to require that the operator must be accessible by telephone and able to be physically present at the STR unit within one (1) hour of being contacted.
- The provisions addressing fire and safety inspections have been revised.
- The provisions that apply to host platforms have been revised.
- The provisions that "grandfather in" existing permits and registrations have been revised.

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Chris Rivera, District 3
Jamie Cassutt-Sanchez, District 4
JoAnne Vigil Coppler, District 4

Analysis of Criteria for Amendments to the Land Use Code:

Under SFCC Section 14-3.3, "Amendments to Text of Chapter 14," the Land Use Director must provide the Planning Commission with a recommendation regarding proposed amendments to the Land Use Code, including an assessment of whether the amendments meet the six criteria set forth in Section 14-3.3(B). The criteria are set forth below, followed by the Land Use Director's assessment of each.

(1) compliance with law;

The proposed amendments comply with municipal, state, and federal law concerning regulation of STR.

(2) consistency with the general plan;

Although the General Plan does not speak directly to the regulation of STR, the proposed amendments will further many of the themes and policies set forth in the General Plan, including enhancing the quality of life for residents; fostering economic diversity; maintaining Santa Fe's unique personality, sense of place, and character; and preserving a community-oriented downtown.

(3) consistency with other policies adopted by the governing body;

The policy objectives behind the proposed amendments are consistent with other policies adopted by the Governing Body and are described in the "purpose and intent" section of the draft legislation.

(4) consistency with the purpose and intent of Chapter 14 and of the section being amended;

The proposed amendments are consistent with the general purposes of the Land Use Code, as set forth in SFCC Section 14-1.3, because they are intended to promote the health, safety, order, convenience, prosperity, and general welfare of the residents of Santa Fe.

(5) consideration of how the amendment relates to other provisions of the Santa Fe City Code and the avoidance of unintended consequences; and

The proposed amendments to the STR Ordinance are intended to work in concert with recent amendments to the Land Use Code Enforcement Ordinance, SFCC Section 14-11.4, and with other provisions of the SFCC, including those that govern business licenses and lodgers' tax.

(6) consistency with any approved neighborhood conservation overlay districts.

The amendments are consistent with the regulations that apply in the City's overlay districts.

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Chris Rivera, District 3
Jamie Cassutt-Sanchez, District 4
JoAnne Vigil Coppler, District 4

Recommendation:

Staff recommends that the Commission make a positive recommendation to the Governing Body concerning the proposed legislation and that the Governing Body adopt the proposed legislation.

Attachments:

1. Proposed Legislation (2nd Draft STR Bill)
2. FIR
3. Previous Draft Legislation (1st Draft STR Bill), Considered by Planning Commission June 18, 2020
4. Planning Commission Meeting Minutes from June 18, 2020
5. Memo from Planning Commission dated June 24, 2020
6. Summary of Public Comments Received on 1st Draft STR Bill
7. Written Comments Received on 1st Draft STR Bill

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2020-__

INTRODUCED BY:

Mayor Alan Webber

Councilor Signe I. Lindell

Councilor Carol Romero-Wirth

Councilor Renee Villarreal

AN ORDINANCE

AMENDING SECTION 14-6.2 SFCC 1987 TO ADOPT BY ORDINANCE A MAXIMUM OF ONE THOUSAND (1000) SHORT-TERM RENTAL PERMITS IN THE CITY, TO PROSPECTIVELY LIMIT THE NUMBER OF SHORT-TERM RENTAL PERMITS TO ONE PER NATURAL PERSON, TO PROSPECTIVELY LIMIT THE PROXIMITY OF SHORT-TERM RENTAL UNITS, TO REQUIRE A LOCAL OPERATOR FOR SHORT-TERM RENTAL UNITS, TO ADOPT RECORD-KEEPING AND REPORTING REQUIREMENTS FOR SHORT-TERM RENTAL UNIT OWNERS AND HOST PLATFORMS, AND TO CLARIFY OTHER PROVISIONS OF THE SHORT-TERM RENTAL ORDINANCE; AMENDING THE LAND USE CODE DEFINITIONS IN SECTION 14-12.1 SFCC 1987 AS THEY RELEATE TO SHORT-TERM RENTAL UNITS; AND AMENDING SECTION 12-2.3 SFCC 1987 TO CLARIFY THAT A SHORT-TERM RENTAL UNIT IS NOT A GROUP R-1 OCCUPANCY FOR PURPOSES OF FIRE INSPECTIONS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. Subsection 14-6.2(A)(5) of SFCC 1987 (being Ord. No. 2011-37 § 8, as amended) is amended to read:

14-6.2 USE-SPECIFIC STANDARDS

(A) Residential Uses

(1) Continuing Care Community

(a) Density

Independent *dwelling units* are subject to the *density* standards of the district in which the *continuing care community* is located.

(b) Compliance with state and federal law

Continuing care communities must comply with all applicable *state* and federal laws and regulations.

(2) Mobile Home, Permanent Installation

In any district in which permanent single-*family* occupancy of a *mobile home* on an individual *lot* is allowed as a special use *permit* by the board of adjustment, the following minimum standards apply:

(a) the *mobile home* shall be anchored to a concrete foundation and skirted as specified by the *land use director*;

(b) the rental or lease of *mobile homes* used as single-*family* residences on individual *lots* is prohibited; and

(c) minimum requirements for *lot* size, *front*, *side* and *rear yards*, and all other standards pertaining to single-*family residential* land use set forth in Chapter 14 apply.

(3) Mobile Home Park

(a) Applicability

New *mobile home parks* are prohibited as of December 10,

2012 (effective date of this Ordinance No. 2012-37). In a district in which *mobile home parks* are allowed, the minimum standards set out in this section apply.

(b) License

Prior to beginning operation, a *mobile home park* owner or operator must obtain a business license from the *city* under the provisions of Article 18-1 SFCC 1987.

(c) Inspection

The *city* may inspect a *mobile home park* for conformance with the provisions of this section.

(d) Transfer of License

The *city* may issue a transfer of the license only after the following:

(i) *application* in writing for transfer of a license and payment of the transfer;

(ii) an inspection report by the *land use director* has been submitted to the *governing body*, stating conformance or nonconformance with the provisions of this section;

(iii) approval by the *governing body*.

(e) Revocation of License

The *governing body* may revoke a license to maintain and operate a *mobile home park* , as provided in Article 18-1 SFCC 1987 when the *licensee* has violated any provision of this section.

(f) Posting

The license certificate shall be conspicuously posted in the

office of or on the *premises* of the *mobile home park* at all times.

(g) Standards

Mobile home parks shall comply with the standards set forth in Subsection 14-7.2(1).

(4) Manufactured Homes

Manufactured homes:

(a) are permitted in any district in which site-built, *single-family dwellings* are allowed;

(b) shall meet all requirements of other site-built, *single-family dwellings* in the same district and all applicable historic or aesthetic standards set forth in Chapter 14; and

(c) shall be constructed according to the Manufactured Home Construction and Safety Standards, 24 CFR Section 3280.

(5) Short-Term Rental [~~of Dwelling~~] Units [~~- Residentially Zoned Property~~]

(a) [~~Dwelling Units~~] Purpose and Intent

[~~Dwelling units located on residentially zoned property may not be rented for less than thirty days except as set forth in this Subsection 14-6.2(A)(5) are allowed.~~] This section shall be known as the *Short-Term Rental Unit* Ordinance. The purposes of the *Short-Term Rental Unit* Ordinance are the following:

(i) to ensure that the operation of *short-term rental units* does not disrupt the character of the *city*'s residential neighborhoods or affect the quality of life of neighboring residents;

(ii) to prevent speculators from purchasing multiple homes for the purpose of operating multiple *short-term rental units*, thereby reducing

the availability of long-term housing;

(iii) to allow residents who comply with the *city*'s *short-term rental unit* regulations the option of utilizing their homes and *accessory dwelling units* as *short-term rental units* to create wealth and generate supplemental income;

(iv) to minimize public safety risks associated with s*hort-term rental units*, such as higher traffic levels, parking issues, noise, litter, and other public nuisances; and

(v) to ensure that an *owner* or *operator* of a *short-term rental unit* follows applicable regulations, including the payment of all applicable fees and taxes.

(b) Short-Term Rental [~~Units~~] *Permit* or Registration Required

[~~Short-term rental units are prohibited on residentially zoned property except as provided in this Subsection 14-6.2(A)(5)(b).~~

~~(i) Short-term rental units that are operated in compliance with Subsection 14-6.3(D)(1) (Accessory Dwelling Units) and in compliance with this Subsection 14-6.2(A)(5) are allowed.~~

~~(ii) Short-term rental units located in a development containing resort facilities approved pursuant to a special use permit which are owned in common by the owners within the development, are allowed. As used in this item, "resort facility" means any combination of swimming pools, spa facilities, golf courses, restaurants and tennis facilities.~~

~~(iii) The land use director may issue rental permits in a quantity approved by the governing body through adoption, after a public hearing, of a resolution for residential units not otherwise qualifying for permits under Items (i) and (ii) above. Dwelling units on non-residentially zoned property pursuant to §14-6.2(A)(6) and §14-6.2(A)(7) are not~~

~~subject to the permit limit imposed by this subsection.~~

~~(iv) Whenever the demand for short-term rental units exceeds the number permitted in accordance with Subsection 14-6.2(A)(5)(b)(iii) above, the number of additional permits may be increased by the governing body through adoption of a resolution and issued by the land use director. New permits shall be issued in the order that eligible applications are received.~~]

(i) An *owner* of a *short-term rental unit* must have a *city*-issued business license and either a short-term rental *permit* or a short-term rental registration, as set forth in subsections 14-6.2(A)(5)(c) and (d).

(ii) An *owner* or *operator* shall not operate, rent, offer to rent, or advertise a *short-term rental unit* without a valid *permit* or registration.

(iii) A *city*-issued *permit* or registration number must be included in all advertising of a *short-term rental unit*, including listings on a *host platform*.

(c) *Permit*; *Residentially Zoned Property*.

(i) *Permit*. A *short-term rental unit* on *residentially zoned property* requires a *city*-issued *permit*.

(ii) One thousand (1000)-*Permit* Limit. The *land use director* shall issue a maximum of one thousand (1000) short-term rental *permits*. The land use department shall process *applications* in the order of receipt and shall issue new *permits* in the order that complete *applications* are received. If the number of *permits* reaches the one thousand (1000)-*permit* limit, then the land use department shall stop processing *applications* and shall add *applicants* to a waiting list until a *permit* becomes available. If an *applicant* waits on the list for a year or longer, the *land use director* may require the *applicant* to indicate a continued interest in remaining on the list.

(iii) One (1) *Permit* per Natural Person Limit. The *land use*

director shall issue *permits* to *natural persons* only, and each *natural person* may possess a maximum of one (1) *permit*. If the subject *property* is owned by a legal or business entity, the *permit* must be held in the name of a person with legal authority to act on behalf of that entity. The fact that a *permit* must be issued to a *natural person* does not mean that the *property* cannot be titled in such entities as a revocable trust, an LLC, or a corporation. The *land use director* shall not issue *permits* to *dwelling units* that are comprised of multiple, time-divided ownership interests, provided, however, that certain *dwelling units* may be eligible to maintain short-term rental registrations, as set forth in subsection 14-6.2(A)(6)(b).

(iv) *Permit* Not Transferrable. A *permit* is not transferable to another person or *property*. Upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the *property* as a *short-term rental unit*, the *owner* shall submit a new *application* to the land use department. A transfer that does not result in new ownership of the *property*, such as a transfer to the owner's revocable trust for estate planning purposes or a transfer to an LLC where there is no change in the ownership interest in the *property*, does not constitute a transfer for purposes of this subparagraph.

(v) Frequency of Rental. A permitted *short-term rental unit* shall not be rented more than once within a seven (7)-day period.

(vi) Proximity. Subject to the exceptions listed below, the *land use director* shall not issue a new *permit* for a *short-term rental unit* if the subject *property*, as identified in the *application*, is located within a fifty (50)-foot radius of a *residentially zoned property* that has a permitted *short-term rental unit*. The radius shall be measured from the subject *property* boundary. This limitation shall not apply to the following:

(A) an *application* for a *short-term rental unit* that complies with the requirements set forth in the *accessory dwelling unit* ordinance, subsection 14-

6.3(D)(1);

(B) an *application* for a *short-term rental unit* in a *multiple-family dwelling development* that contains that contains four (4) or more *dwelling units*, provided, however, that the *land use director* shall not issue short-term rental *permits* for more than twenty-five (25%) of such *dwelling units*, rounded down to the nearest whole number, and shall not issue more than twelve (12) short-term rental *permits* within a single building within a *multiple-family dwelling development.*

(d) Registration; Non-*Residentially Zoned Property*.

(i) Registration. A *short-term rental unit* on non-*residentially zoned property* requires a *city*-issued registration.

(ii) Proximity.

(A) If a *multiple-family dwelling development* located within two-hundred (200) feet of *residentially zoned property* contains four (4) or more *dwelling units*, the *land use director* shall not issue short-term rental registrations for more than twenty-five (25%) of such *dwelling units*, rounded down to the nearest whole number.

(B) The *land use director* shall not issue more than twelve (12) short-term rental registrations within a single building within a *multiple-family dwelling development.*

[~~(c)~~](e) General Provisions

Unless otherwise stated, the following general provisions apply to all short-term rental units[~~:~~].

[~~(i) no more than one rental is allowed within a seven consecutive day period;~~

~~(ii) short-term rental permits will not be issued for more than two short-term rentals units directly adjoining each other on a residentially zoned street. For~~

~~the purposes of this subsection, "directly adjoining" means sharing a common boundary along a public street frontage, but does not include adjoining units in a condominium, townhouse development, in an apartment complex, or residential compound;~~]

(i) A *short-term rental unit* must have a local *operator* that is available twenty-four (24) hours per day, seven (7) days per week, to respond to complaints regarding the operation or occupancy of the *short-term rental unit*. The *operator* must be accessible by telephone and able to be physically present at the *short-term rental unit* within one (1) hour of being contacted.

[~~(iii)~~](ii) An *owner* of a *short-term rental unit* shall provide *off-street parking* [~~shall be provided~~] on site as follows: [~~1)~~]

(A) one (1) bedroom, one (1) parking space; and [~~2)~~]

(B) two (2) or more bedrooms[~~;~~], two (2) parking spaces[~~;~~].

[~~(iv)~~](iii) A *short-term rental unit* must meet all applicable building, [~~and~~] fire, [~~life~~]and safety codes, [~~shall be met~~] and all toilets, faucets, and shower heads [~~shall~~]must meet the water conservation requirements described in Section 25-2.6 SFCC 1987[~~;~~].

(iv) Prior to issuance of a *permit* or registration, a *short-term rental unit* must have a *certificate of occupancy* to ensure compliance with all applicable codes.

(v) At or before the time of *application* for a *permit* or registration, the *owner* of a *short-term rental unit* must also apply for and obtain a business license under Section 18-1 SFCC 1987.

[~~(v)~~](vi) [~~occupants~~]An *owner* or *operator* shall not allow *guests* [~~shall not~~]to park recreational vehicles on site or on the street[~~;~~].

[~~(vi)~~](vii) [~~short-term~~] *Short-term rental units* located on *residentially zoned property* shall be used exclusively for residential purposes and shall not be

used for commercial activities or events, defined as intending to make money, offering goods or services for sale, or conducting any other event or activity that is not residential in nature. An activity "not residential in nature" includes gatherings in excess of [~~three (3)~~] two (2) times the number of legally allowed [~~occupants~~] ***guests*** in the *short-term rental unit* [~~(including occupants)~~], unless the activity or event is otherwise permitted by the *city*[~~;~~].

[~~(vii)~~](viii) [~~the~~]The total number of [~~persons~~]***guests*** that may occupy [~~the~~]a *short-term rental unit* is twice the number of bedrooms[~~;~~].

[~~(viii)~~](ix) [~~noise~~]Noise or other disturbance [~~outside the~~]emitted from a *short-term rental unit* is prohibited after 10:00 p.m., including noise or disturbances emitted from decks, portals, porches, balconies, or patios[~~;~~].

[~~(ix)~~](x) [~~all occupants shall be informed~~]The *owner* or *operator* of a short-term rental unit shall notify all guests in writing of relevant *city* ordinances, including the *city*'s nuisance and water conservation ordinances[~~, by the owner/operator of the short-term rental unit~~]. All [~~occupants~~]***guests*** shall comply with all relevant *city* ordinances [~~and comply with all provisions of the lodger's tax ordinance;~~].

[~~(x)~~](xi) [~~the~~]The *owner*[~~/operator~~] shall pay all applicable local, state, and federal taxes, including lodgers' tax, gross receipts tax, and income tax[~~es;~~].

~~[(xi) should the owner/operator fail to pay all applicable taxes, the owner/operator shall be subject to penalties pursuant to Subsection 14-6.2(A)(5)(f).~~

~~(xii) the *owner*/operator shall make available to the *city* for its inspection all records relating to the operation of the short-term rental unit to determine compliance with this Subsection 14-6.2(A)(5); and~~

~~(xiii) the *owner* shall maintain adequate short-term rental insurance coverage for the *short-term rental unit*. Proof of insurance shall be required at the time the *permit* is issued and such other times as requested by the *land use director*.~~

~~(xiv) upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the property as a *short-term rental unit*, new *application* shall be submitted to the land use department.~~]

[~~(d)~~](f) [~~*Applications*~~] *Application* for a Short-Term Rental *Permit* or Registration

[~~Unless otherwise stated, an~~]An *applicant* shall submit an *application* for a short-term rental *permit* or registration[~~shall be submitted to the city as follows~~] that includes the following information and documentation:

(i) [~~the application shall include~~]the name and phone number of the local [~~owner/~~]operator[~~ who is available twenty-four hours per day, seven days per week to respond to complaints regarding the operation or occupancy of the *short-term rental unit* as well as the name and phone number of city staff responsible for enforcing this section~~];

(ii) [~~the application shall include~~]a statement signed by the [~~owner/operator~~] *owner* and *operator*, affirming that they will operate the *short-term rental unit* [~~shall be operated~~] in compliance with this subsection 14-6.2(A)(5) and all other applicable laws, *city* codes, and private covenants; and that no private covenants prohibit the operation of the *short-term rental unit*[~~ is in compliance with any applicable private covenants, including those that prohibit the presence of *short-term rental*~~]; and

(iii) additional information, documentation, and submittals as required by the *land use director*.

[~~(iii) all applicants must submit proof of all required inspections with their initial application. Renewal applications for the same property may submit proof of all required inspections in the form of a statement attesting to compliance with all applicable fire, health, and safety requirements. The city shall perform random inspections to ensure compliance with this~~

~~Subsection 14-6.2(A)(5).~~

~~(iv) prior to issuance of a permit, a certificate of occupancy is required to ensure compliance with this paragraph and all applicable codes;~~

~~(v) the permit is not transferable to another person or property;~~

~~(vi) within ten days of the issuance of the permit, the owner/operator shall mail notice by first class mail, with certificate of mailing, to the homeowners association (if applicable), and to the owners of properties within two hundred (200) feet of the subject property, exclusive of rights of way, as shown in the records of the county assessor, and by first class mail to the physical addresses of such properties where such address is different than the address of the owner and to the land use department. Notice shall be on a form approved by the land use director, and shall contain the name and phone number of the owner and operator who will be available twenty-four hours per day, seven days per week to respond to complaints regarding the operation or occupancy of the short-term rental as well as the name and phone number of city staff responsible for enforcing this paragraph. Copies of all required mailing lists and mailing certificates shall be provided to the land use director within ten days of the mailing. Failure to provide notification as described in this subsection is subject to penalties and prosecution pursuant to Subsection 14-6.2(A)(5)(f);~~

~~(vii) each application shall be accompanied by a fee of one hundred dollars ($100) to cover *application* processing and inspections. This application fee is non-refundable.~~

~~(viii) The annual permit fee schedule is as follows:~~

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Table 14-6.1-1 Annual Permit and Registration Fees*		
Short-term Rental Type	**Permit Fee per Unit**	**Registration Fee per Unit**
§ 14-6.2A(5)(b)(i) Accessory Dwelling Units	$325.00	
§ 14-6.2A(5)(b)(ii) Resort Units		$100.00
§ 14-6.2A(5)(b)(iii) Residential Units	$325.00	
§14-6.2A(6) Non-Residential Districts and § 14-6.2A(7) Commercial Districts		$100.00
Initial Application and Processing Fee (one-time)	$100.00	
*The annual permit fee shall not be prorated for a portion of the year.		

(ix) The annual fee includes the city's business registration fee and fees for inspections related to issuance of the short-term rental permit. Revenue from fees imposed pursuant to this paragraph shall be used only to administer, manage, and enforce this section.

(x) If payment of a permit fee was in excess of that for which a person was liable, the person may claim a refund by directing to the city finance director a written claim for refund no later than one year from the date payment was made. Every claim for refund shall state the amount and basis for the claim. The city finance director may allow the claim in whole or in part or may deny it. If the claim is not allowed in whole, the person may appeal the decision pursuant to Section 14-3.17.

(xi) Unless revoked as set forth in Subsection 14-6.2(A)(5)(f), a permit holder may renew the permit annually. If not renewed by March 15 of each year, the owner/operator may pay a late fee of fifty dollars ($50) to extend the time for filing to renew to April 15. An owner of an expired permit may submit a new application for a short-term rental

~~permit to the land use director in accordance with Subsection 14-6.2(A)(5)(b)(iv) subject to availability of permits.~~

~~(xii) A valid permit number shall be included in all advertising of the short-term rental, including listings on web-based rental sites.~~]

(g) *Permit* and Registration Renewals

(i) Unless revoked pursuant to section 14-11.4, an *owner* may renew a short-term rental *permit* or registration annually.

(ii) An *application* for renewal of a *permit* or registration shall include the records required by subparagraph 14-6.2(A)(5)(k) for the previous one (1) year.

(iii) An owner must renew a short-term rental *permit* or registration and the associated business license by March 15 of each year. If a *permit* or registration is not renewed by March 15, the owner may pay a late fee of fifty dollars ($50) to extend the time for filing to renew to April 15. If a *permit* is not renewed by its expiration date, including any thirty (30) day extension, then the *permit* will revert to the land use department and will become available to the next eligible *applicant* on the waiting list, if any. An *owner* whose *permit* or registration has expired may submit a new *application* for a short-term rental *permit* or registration to the *land use director*. Issuance of a new permit is subject to the availability of *permits*.

(h) Fees for *Short-term Rental Units*

The following fees shall be used only to administer, manage, and enforce this subsection 14-6.2(A)(5) and relevant sections of Chapter 18 SFCC 1987, which address applicable licenses and taxes.

(i) *Application* fee. An *application* for a new short-term rental *permit* shall be accompanied by a one-time non-refundable *application*, processing, and inspection fee of one hundred dollars ($100).

(ii) Business license fee. A *short-term rental unit* is subject to an annual business license fee of thirty-five dollars ($35).

(iii) *Permit* fee. A *short-term rental unit* on *residentially zoned property* is subject to an annual *permit* fee of two hundred and ninety dollars ($290).

(iv) Registration fee. A *short-term rental unit* on non-*residentially zoned property* is subject to an annual registration fee of two hundred and ninety dollars ($290).

(i) Inspections

The *city* shall perform an inspection prior to the issuance of an initial *permit* or registration to ensure compliance with subsection 14-6.2(A)(5) and all applicable fire, health, and safety requirements; and may, upon notice to the *owner*, perform additional inspections as warranted. To obtain a short-term rental *permit* or registration, a *dwelling unit* must meet the following requirements:

(i) fire evacuation plan;

(ii) carbon monoxide detection;

(iii) smoke alarms in all bedrooms;

(iv) fire extinguishers on each floor;

(v) no storage of combustible materials in mechanical, boiler, or electrical rooms;

(vi) fireplace or wood stove must have non-combustible ash receptacle outside the *dwelling unit*; and

(vii) address numerals must be at least four (4) inches tall, with one-half inch stroke width, in contrasting color, visible from the street.

(j) Required Notice for Short-term Rental *Permits*

(i) Within ten (10) days after the issuance or renewal of a short-term rental *permit*, the *owner* or *operator* shall mail notices by first-class mail to the homeowners

association within which the unit is located (if applicable); to the *owners* of *residentially zoned property* within two hundred (200) feet of the subject *property*, exclusive of rights of way, as shown in the records of the county assessor; to the physical addresses of such properties where such address is different than the address of the *owner*; and to the land use department.

(ii) The notices shall be on a form approved by the *land use director*.

(iii) The notices shall contain the name and phone number of the local *operator*. Within ten (10) days after any change in the contact information for the local *operator*, the *owner* or *operator* shall mail a new notice to all parties entitled to notice.

(iv) Within ten (10) days of the mailing, the *owner* or *operator* shall provide the *land use director* with copies of all required mailing lists and an affidavit of mailing signed by the person who mailed the notices.

(k) Records

Each *owner* or *operator* shall maintain records for the *owner's short-term rental unit* for at least the most recent three (3) years for the *owner's short-term rental unit* or units and shall make such records available to the *city* for inspection upon request. The records that must be maintained for each *short-term rental unit* include the following:

(i) For a *short-term rental unit* located on *residentially zoned property*, the starting date of each reservation and the number of nights rented for each reservation;

(ii) For all *short-term rental units*, the amount of rent guests paid by month; and

(iii) For all *short-term rental units*, the amount of each type of tax and fee the owner paid to the *city* in connection with rental of the unit by month.

[~~(e)~~](l) Violations and Penalties

[~~(i) The land use director shall document all alleged violations of this~~

~~paragraph and shall pursue enforcement through the municipal court as set forth in Article 1-3 SFCC 1987 or in another appropriate court of law. The city shall give the owner a written notice of violation, which shall be mailed either to the owner's local or business address or agent's address, informing the owner of the violation. If corrective action is not completed within fifteen (15) days of the date of the letter, the city may file a criminal complaint in municipal court. Upon conviction of a first violation, the land use director shall revoke the permit and operation of the short-term rental shall cease within thirty days.~~

~~(ii) An owner who offers for rent as a short-term rental a dwelling unit that is not permitted for use as a short-term rental is in violation of this paragraph and is subject to penalties, property liens and/or prosecution pursuant to subsection 14-2(A)(5)(f).(iii)An agent who knowingly assists an owner in advertising or renting a dwelling unit as a short-term rental unit that is not permitted under this subsection 14-6.2(A)(5) is subject to penalties and prosecution, and the agent's business license is subject to revocation.~~]

If an *owner* or *operator* fails to obtain the necessary *permit* or registration before renting, offering to rent, or advertising a short-term rental unit; fails to pay or report applicable taxes; or otherwise fails to adhere to the provisions of subsection 14-6.2(A)(5), the *owner* or *operator* shall be subject to the enforcement provisions set forth in Sections 1.3 and 14-11 SFCC 1987 and all other legal remedies and enforcement actions available under the law. These may include civil or criminal penalties or revocation of a short-term rental *permit* or registration.

[~~(f) Penalties~~

~~(i) Any owner who fails to report all applicable taxes, including gross receipts tax and lodger's tax, shall be subject to any and all remedies under the short-term rental ordinance and any other applicable city, county, state, or federal law or statute. Such owner shall also be subject to revocation of their short-term rental permit pursuant to Subsection 14-~~

~~6.2(A)(5)(e)(i).~~

~~(ii) If an owner is found guilty of operating a short-term rental without a valid permit, they shall be fined five hundred dollars ($500). The city may ask the municipal court to treat each day after the initial written notice of violation as a separate violation and assess two hundred fifty dollars ($250) for each day of such daily violations for a total cumulative fine amount. If the city is awarded money as part of a judgment following a court hearing and defendant does not make timely payments to the city, the city may bring an action in lien or equity for the collection of any amounts due.~~]

[~~(g)~~](m) Restrictive Covenants

Private restrictive covenants, enforceable by those governed by the covenants, may prohibit *short-term rental units*.

[~~(h)~~](n) Real Estate Disclosure

A [~~Real~~] real estate [~~brokers~~] broker listing [~~residential~~] *property* in Santa Fe shall provide prospective buyers with a current copy of this ordinance.

(o) Host Platforms.

(i) A *host platform* shall require an *owner* or *operator* of a *short-term rental unit* to include a *city*-issued *permit* or registration number in all listings or advertisements for a *short-term rental unit*.

(ii) Upon notice from the *city* that a *permit* or registration number on a *short-term rental unit* listing is invalid, the host platform shall deactivate that listing within five (5) business days.

(iii) A *host platform* shall provide a monthly report to the *city* that includes the web address (URL) for each *property* listed on the *host platform*, together with the *permit* or registration number associated with that URL.

[~~(i) The land use director shall establish administrative procedures necessary~~

~~to implement, manage and enforce this paragraph.~~

~~(6) Short-term Rental of Dwelling Units - Non-residentially Zoned Property~~

~~Short-term rental of dwelling units on non- residentially zoned property is permitted as set forth in Table 14-6.1-1, must be registered; are subject to a one-time one hundred dollar ($100) application, inspection and processing fee; and must comply with submission requirements and report all applicable taxes.~~]

(6) Existing Short-Term Rental *Permits* and Registrations

(a) Short-term rental *permits* and registrations held at the time the ordinance amending subsection 14-6.2(A) SFCC 1987 (Ordinance No. 2020-__) is adopted remain valid and are not subject to the limitations on proximity set forth in subsection 14-6.2(A)(5)(c) or (d) or the limit of one *permit* per natural person set forth in subsection 14-6.2(A)(5)(c)((iii). The *owner* does not need to renew those *permits* or registrations until they expire. Upon expiration, and in subsequent years, the *owner* is eligible to timely renew the *permits* or registrations pursuant to subsection 14-6.2(A)(5)(i), subject to compliance with applicable requirements of subsection 14-6.2(A)(5) and payment of required fees.

(b) A *short-term rental unit* that is validly permitted or registered at the time the ordinance amending subsection 14-6.2(A) SFCC 1987 (Ordinance No. 2020-__) is adopted and that either is located within a *development containing resort facilities* or is comprised of multiple, time-divided ownership interests may continue to operate as a *short-term rental unit* as provided in this subparagraph. Such units are not subject to the limitations on proximity set forth in subsection 14-6.2(A)(5)(c) or (d) or the limit of one (1) *permit* per natural person set forth in subsection 14-6.2(A)(5)(c)((iii). Upon expiration of the existing *permit* or registration and in subsequent years, the *owner* is eligible to timely file a renewal *application* and to obtain a short-term rental registration for the following year. Eligible units shall be issued a short-term rental registration, not a *permit*, regardless of whether the unit is located on residentially or non-

residentially zoned property, subject to ongoing compliance with applicable requirements of subsection 14-6.2(A)(5) and payment of applicable fees.

(7) *Dwelling Units* in Specified Commercial Districts

In the C-2 and SC Districts, *dwelling units* do not include mobile homes or recreational vehicles and shall be [~~either~~] one of the following:

(a) *accessory dwelling units* for occupancy only by *owners*, employees, or tenants of nonresidential uses that are operated on the same premises;

(b) part of a planned development; [~~or~~]

(c) part of a use for which a development plan or special use *permit* is required; or

(d) part of a qualifying residential project within the Midtown LINC Overlay District.

[~~(8) Effective Date~~

~~The provisions of Subsection 14-6.2(A)(5) of the Land Development Code shall go into effect immediately upon approval of the Governing Body. A ninety (90) day grace period shall be given for effected units to obtain a valid permit. Short-term rental unit owners who possess a valid short-term rental permit at the time this ordinance (Ordinance 2016-20) is adopted shall be considered to possess a valid permit under the new regulations and shall not need to renew their permit until the following year. Short-term rental unit owners who possess a valid short-term permit for a contiguous property issued prior to this ordinance (Ordinance 2016-20) being adopted shall be deemed as a "residential" permit holder upon the adoption of the ordinance and shall renew their permit as a "residential" permit in following years.~~]

Section 2. Section 14-12.1 of SFCC 1987 (being Ord. No. 2011-37, § 15 as amended) is amended to add and amend the following definitions:

14-12.1 DEFINITIONS

DEVELOPMENT CONTAINING RESORT FACILITIES, SHORT-TERM RENTAL

A *development* in which the *owners* own two (2) or more of the following facilities in common and have obtained a special use *permit* for operation of those facilities: swimming pools, spa facilities, golf courses, restaurants, or tennis facilities.

GUEST, SHORT-TERM RENTAL

Any person who rents a *short-term rental unit* or occupies a *short-term rental unit* during a rental period.

HOST PLATFORM, SHORT-TERM RENTAL

An internet website, a mobile application, or any other forum used to connect a short-term rental *owner* or *operator* with guests and to facilitate the booking of a *short-term rental unit*.

NATURAL PERSON

An individual human being, as opposed to an organization of any form or a business entity.

OPERATOR, SHORT-TERM RENTAL

A person who, with or without a short-term rental *permit* or registration, rents or offers to rent a *short-term rental unit* to guests.

SHORT-TERM RENTAL UNIT

A *dwelling unit* or *accessory dwelling unit*, or any portion of a *dwelling unit* or *accessory dwelling unit*, that is offered for rent or rented for a period of less than thirty (30) days.

Section 3. Section 12-2.3 of SFCC 1987 (being Ord. No. 2004-53, §§ 6, 7 as amended) is amended as follows:

12-2.3 Annual fire inspections.

The following types of occupancies, as defined by the International Building Code, shall require an annual inspection by the fire department for compliance with the fire code of the *city* of Santa Fe.

A. Group A-1 occupancies (assembly occupancies including, but not limited to, motion picture theaters, and symphony and concert halls, theaters);

B. Group A-2 occupancies (assembly occupancies including, but not limited to, banquet halls, night clubs, restaurants, taverns, and bars);

C. Group E occupancies (occupancies for educational purposes);

D. Group M occupancies, or greater, (mercantile occupancies including, but not limited to, department stores, drug stores, markets, motor fuel-dispensing facilities, retail or wholesale stores, sales rooms); and

E. Group R-1 occupancies (residential occupancies where the occupants are primarily transient in nature including, but not limited to, [~~short-term rental units,~~] boarding houses, hotels, and motels).

APPROVED AS TO FORM:



ERIN K. McSHERRY, CITY ATTORNEY

Legislation/2020/Bills/Short-Term Rental Changes

FIR No. 3254

FISCAL IMPACT REPORT

General Information:

(Check) Bill: X Resolution: _____

Short Title(s): Short-Term Rental Changes

Sponsor(s): Mayor Webber, and Councilors Lindell, Romero-Wirth, and Villarreal

Reviewing Department(s): Land Use, City Attorney's Office, Finance

Staff Completing FIR: Elias Isaacson, Land Use Director Date: 09/29/20 Phone: 505-955-6370

Reviewed by City Attorney: _____ Date: Oct 7, 2020

Reviewed by Finance Director: _____ Date: Oct 8, 2020

Summary:
The legislation would (1) adopt by ordinance a maximum of one thousand (1000) short-term rental permits in the City, (2) prospectively limit the number of short-term rental permits to one per natural person, (3) prospectively limit the proximity of short-term rental units, (4) require a local operator for short-term rental units, (5) adopt record-keeping and reporting requirements for short-term rental unit owners and host platforms, and (6) clarify other provisions of the short-term rental ordinance. The legislation would also amend the Land Use Code definitions in SFCC Section 14-12.1 SFCC 1987, as they relate to short-term rental units; and amend SFCC Section 12-2.3 to clarify that a short-term rental unit is not a Group R-1 occupancy for purposes of fire inspections.

Departments Affected:
Land Use, Tourism, Finance, and Fire Department

Consequences of Not Enacting Legislation:
Existing Ordinance remains in place, and difficulties with administration, enforcement, and revenue collection persist.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
No conflicts or duplications exist. This ordinance will work in concert with recently adopted Ordinance amending Section 14-11.4 of the Land Development Code to implement civil penalty provisions, a civil fine schedule, and civil citation procedures for Land Use Code enforcement actions.

Performance and Administrative Implications:
The revised ordinance will make the City's STR program easier to administer and enforce, while also ensuring the proper revenues to the City are collected.

Fiscal Implications:
The impacts to revenue are moderate. Adoption of these revision to the existing Ordinance may lead to more permit fees coming into the City. Impacts to expenditures are negligible.

Fiscal Impact:

_____ Check here if no fiscal impact

Expenditures

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

* This includes all staff time associated with executing the job functions of the proposed legislation.

Expenditure Narrative:

Revenue

Revenue Type	FYE 20	FYE 21	FYE 22	Recurring (R) or Non-recurring (NR)	Fund
General Fund	$	$11,250	$11,250	R	
Special Revenue	$	$	$		
CIP	$	$	$		
Enterprise	$	$	$		
Internal Service	$	$	$		
Trust and Agency	$	$	$		
Federal	$	$	$		
Other	$	$	$		
Total	$	$11,250	$11,250		

Revenue Narrative:

The amendment includes an increase of the registration fee so that it is commensurate with the permit fee. The recurring revenue increase is based on an assumption of issuing a combined total of 50 new and renewal non-residential registrations over the next year. The difference in current vs. proposed fees for new non-residentially zoned STR registrations is $225. The difference in renewal fees is also $225, suggesting this will be a recurring increase in revenues in years to come.

ATTACHMENT 3

Previous Draft Legislation (1st Draft STR Bill)

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2020-__

INTRODUCED BY:

Mayor Alan Webber

Councilor Signe I. Lindell

Councilor Carol Romero-Wirth

Councilor Renee Villarreal

AN ORDINANCE

AMENDING SECTION 14-6.2 SFCC 1987 TO ADOPT BY ORDINANCE A MAXIMUM OF ONE THOUSAND (1000) SHORT-TERM RENTAL PERMITS IN THE CITY, TO PROSPECTIVELY LIMIT THE NUMBER OF SHORT-TERM RENTAL PERMITS TO ONE PER NATURAL PERSON, TO PROSPECTIVELY LIMIT THE PROXIMITY OF SHORT-TERM RENTAL UNITS ON RESIDENTIALLY ZONED PROPERTY, TO REQUIRE A LOCAL OPERATOR FOR SHORT-TERM RENTAL UNITS, TO ADOPT RECORD-KEEPING AND REPORTING REQUIREMENTS FOR SHORT-TERM RENTAL UNIT OWNERS AND HOST PLATFORMS, AND TO CLARIFY OTHER PROVISIONS OF THE SHORT-TERM RENTAL ORDINANCE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. Subsection 14-6.2(A)(5) of SFCC 1987 (being Ord. No. 2011-37 § 8, as amended) is amended to read:

14-6.2 USE-SPECIFIC STANDARDS

(A) Residential Uses

(1) Continuing Care Community

(a) Density

Independent *dwelling units* are subject to the *density* standards of the district in which the *continuing care community* is located.

(b) Compliance with state and federal law

Continuing care communities must comply with all applicable *state* and federal laws and regulations.

(2) Mobile Home, Permanent Installation

In any district in which permanent single-*family* occupancy of a *mobile home* on an individual *lot* is allowed as a special use *permit* by the board of adjustment, the following minimum standards apply:

(a) the *mobile home* shall be anchored to a concrete foundation and skirted as specified by the *land use director*;

(b) the rental or lease of *mobile homes* used as single-*family* residences on individual *lots* is prohibited; and

(c) minimum requirements for *lot* size, *front*, *side* and *rear yards*, and all other standards pertaining to single-*family residential* land use set forth in Chapter 14 apply.

(3) Mobile Home Park

(a) Applicability

New *mobile home parks* are prohibited as of December 10, 2012 (effective date of this Ordinance No. 2012-37). In a district in which *mobile home parks* are allowed, the minimum standards set out in this section apply.

(b) License

Prior to beginning operation, a *mobile home park* owner or operator must obtain a business license from the *city* under the provisions of Article 18-1 SFCC 1987.

(c) Inspection

The *city* may inspect a *mobile home park* for conformance with the provisions of this section.

(d) Transfer of License

The *city* may issue a transfer of the license only after the following:

(i) *application* in writing for transfer of a license and payment of the transfer;

(ii) an inspection report by the *land use director* has been submitted to the *governing body*, stating conformance or nonconformance with the provisions of this section;

(iii) approval by the *governing body*.

(e) Revocation of License

The *governing body* may revoke a license to maintain and operate a *mobile home park* , as provided in Article 18-1 SFCC 1987 when the *licensee* has violated any provision of this section.

(f) Posting

The license certificate shall be conspicuously posted in the office of or on the *premises* of the *mobile home park* at all times.

(g) Standards

Mobile home parks shall comply with the standards set forth in Subsection 14-7.2(1).

(4) Manufactured Homes

Manufactured homes:

(a) are permitted in any district in which site-built, *single-family dwellings* are allowed;

(b) shall meet all requirements of other site-built, *single-family dwellings* in the same district and all applicable historic or aesthetic standards set forth in Chapter 14; and

(c) shall be constructed according to the Manufactured Home Construction and Safety Standards, 24 CFR Section 3280.

(5) Short-Term Rental [~~of Dwelling~~] Units [~~–Residentially Zoned Property~~]

(a) [~~Dwelling Units~~] Purpose and Intent

[~~Dwelling units located on residentially zoned property may not be rented for less than thirty days except as set forth in this Subsection 14-6.2(A)(5).~~] The purposes of this *Short-Term Rental Unit* Ordinance are the following:

(i) to ensure that the operation of *short-term rental units* in residential areas does not disrupt the character of the city's neighborhoods or affect the quality of life of neighboring residents;

(ii) to prevent speculators from purchasing multiple homes for the purpose of operating multiple *short-term rental units*, thereby reducing the amount of long-term housing availability;

(iii) to allow law abiding residents the option of utilizing their homes and *accessory dwelling units* as *short-term rental units* to create wealth and generate supplemental income;

(iv) to minimize public safety risks associated with *short-*

term rental units, such as higher traffic levels, parking issues, noise, litter, and other public nuisances; and

(v) to ensure that an *owner* or *operator* of a *short-term rental unit* follows applicable regulations, including the payment of all applicable fees and taxes.

(b) Short-Term Rental [~~Units~~] *Permit* Required

[~~Short-term rental units are prohibited on residentially-zoned property except as provided in this Subsection 14-6.2(A)(5)(b).~~]

[~~(i) Short-term rental units that are operated in compliance with Subsection 14-6.3(D)(1) (Accessory Dwelling Units) and in compliance with this Subsection 14-6.2(A)(5) are allowed.~~]

(i) An *owner* of a *short-term rental unit* must have a *city*-issued business license and a short-term rental *permit*. An *owner* or *operator* shall not operate, rent, offer to rent, or advertise a *short-term rental unit* without a valid *permit* from the *city*.

[~~(ii) Short-term rental units located in a development containing resort facilities approved pursuant to a special use permit which are owned in common by the owners within the development, are allowed. As used in this item, "resort facility" means any combination of swimming pools, spa facilities, golf courses, restaurants and tennis facilities.~~]

[~~(iii)~~](ii) The *land use director* may issue a maximum of one thousand (1000) short-term rental *permits*[~~ in a quantity approved by the governing body through adoption, after a public hearing, of a resolution for residential units not otherwise qualifying for permits under Items (i) and (ii) above. Dwelling units on non-residentially-zoned property pursuant to §14-6.2(A)(6) and §14-6.2(A)(7) are not subject to the permit limit imposed by this subsection~~].

(iii) The *land use director* shall issue *permits* to *natural*

persons only, and each *natural person* may possess a maximum of one (1) *permit.*

(iv) [~~Whenever the demand for short-term rental units exceeds the number permitted in accordance with Subsection 14-6.2(A)(5)(b)(iii) above, the number of additional permits may be increased by the governing body through adoption of a resolution and issued by the land use director. New permits shall be issued in the order that eligible applications are received.~~] The land use department shall process *applications* in the order of receipt and shall issue new *permits* in the order that complete *applications* are received. If the number of *permits* reaches the one thousand (1000)-*permit* limit, then the land use department shall stop processing *applications* and shall add *applicants* to a waiting list until a *permit* becomes available. If an *applicant* waits on the list for a year or longer, the land use department may require the *applicant* to indicate a continued interest in remaining on the list.

(v) A *permit* is not transferable to another person or property. Upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the property as a *short-term rental unit*, the *owner* shall submit a new *application* to the land use department.

(c) General Provisions

[~~Unless otherwise stated, the following general provisions apply to short-term rental units:~~]

(i) A *short-term rental unit* must have a local *operator* that is available twenty-four (24) hours per day, seven (7) days per week, to respond to complaints regarding the operation or occupancy of the *short-term rental unit*. For purposes of this subparagraph, "local" means within the municipal boundaries of the city of Santa Fe.

[~~(ii) short-term rental permits will not be issued for more than two short-term rentals units directly adjoining each other on a residentially zoned street. For the purposes of this subsection, "directly adjoining" means sharing a common boundary along a~~

~~public street frontage, but does not include adjoining *units* in a condominium, townhouse development, apartment complex, or residential compound;~~]

(ii) An *owner* or *operator* shall not rent a *short-term dwelling unit* more than once [~~no more than one rental is allowed~~] within a seven (7)-[~~consecutive~~] day period[~~;~~].

(iii) An *owner* of a *permitted short-term rental unit* shall provide *off-street parking* [~~shall be provided~~] on site as follows: [~~1)~~]

(A) one bedroom, one parking space; and [~~2)~~]

(B) two or more bedrooms[~~;~~], two parking spaces[~~;~~].

(iv) A *short-term rental unit* must meet all applicable building, [~~and~~] fire, [~~life~~]and safety codes, [~~shall be met~~] and all toilets, faucets, and shower heads [~~shall~~]must meet the water conservation requirements described in Section 25-2.6 SFCC 1987[~~;~~].

(v) Prior to issuance of a *permit*, a *short-term rental unit* must have a *certificate of occupancy* to ensure compliance with all applicable codes.

(vi) Prior to issuance of a *permit*, the *owner* of a *short-term rental unit* must obtain a business license under Section 18-1 SFCC 1987.

(vii) A valid business license number must be included in all advertising of a *short-term rental unit*, including listings on a *host platform*.

[~~(v)~~](viii) [~~occupants~~]An *owner* or *operator* shall not allow *guests* [~~shall not~~]to park recreational vehicles on site or on the street;

[~~(vi)~~](ix) [~~short-term~~] *Short-term rental units* located on *residentially-zoned property* shall be used exclusively for residential purposes and shall not be used for commercial activities or events, defined as intending to make money, offering goods or services for sale, or conducting any other event or activity that is not residential in nature. An activity "not residential in nature" includes gatherings in excess of [~~three (3)~~] two (2) times the

number of legally allowed [~~occupants~~] *guests* in the *short-term rental unit* [~~(including occupants)~~], unless the activity or event is otherwise permitted by the *city*[~~;~~].

[~~(vii)~~](x) [~~the~~]The total number of [~~persons~~]*guests* that may occupy [~~the~~]a *short-term rental unit* is twice the number of bedrooms[~~;~~].

[~~(viii)~~](xi) [~~noise~~]Noise or other disturbance [~~outside the~~]emitted from a *short-term rental unit* is prohibited after 10:00 p.m., including decks, portals, porches, balconies, or patios[~~;~~].

[~~(ix)~~](xii) [~~all occupants shall be informed~~]The *owner* or *operator* of a short-term rental unit shall notify all guests in writing of relevant *city* ordinances, including the *city*'s nuisance and water conservation ordinances[~~, by the owner/operator of the short-term rental unit~~]. All [~~occupants~~]*guests* shall comply with all relevant *city* ordinances, including [~~and comply with all provisions of~~] the [~~lodger's~~]lodgers' tax ordinance[~~;~~].

[~~(x)~~](xiii) [~~the~~]The *owner*[~~/operator~~] shall pay all applicable local, state, and federal taxes, including lodgers' tax, gross receipts tax, and income tax[~~es;~~].

~~[(xi) should the owner/operator fail to pay all applicable taxes, the owner/operator shall be subject to penalties pursuant to Subsection 14-6.2(A)(5)(f).~~

~~(xii) the *owner*/operator shall make available to the *city* for its inspection all records relating to the operation of the short term rental unit to determine compliance with this Subsection 14-6.2(A)(5); and~~

~~(xiii) the *owner* shall maintain adequate short-term rental insurance coverage for the *short-term rental unit*. Proof of insurance shall be required at the time the *permit* is issued and such other times as requested by the *land use director*.~~

~~(xiv) upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the property as a *short-term rental unit*, new *application* shall be submitted to the~~

~~land use department.~~]

(d) *Applications* for a Short-Term Rental *Permit*

[~~Unless otherwise stated, an~~]An *applicant* shall submit an *application* for a short-term rental *permit* [~~shall be submitted to the city as follows~~] that includes the following information and documentation:

(i) [~~the application shall include~~]the name and phone number of the local owner[~~/operator~~] or *operator* who is available twenty-four (24) hours per day, seven (7) days per week to respond to complaints regarding the operation or occupancy of the *short-term rental unit* [~~as well as the name and phone number of city staff responsible for enforcing this section~~];

(ii) [~~the application shall include~~] a statement signed by the [~~owner/operator~~] *owner* and *operator*, affirming that they will operate the *short-term rental unit*[~~ shall be operated~~] in compliance with this subsection 14-6.2(A)(5) and all other applicable laws, *city* codes, and private covenants; and that no private covenants prohibit the operation of the *short-term rental unit*[~~ is in compliance with any applicable private covenants, including those that prohibit the presence of *short-term rental*~~]; and

(iii) additional information, documentation, and submittals as required by the *land use director*.

[~~(iii) all applicants must submit proof of all required inspections with their initial application. Renewal applications for the same property may submit proof of all required inspections in the form of a statement attesting to compliance with all applicable fire, health, and safety requirements. The city shall perform random inspections to ensure compliance with this Subsection 14-6.2(A)(5).~~

~~(iv) prior to issuance of a permit, a certificate of occupancy is required to ensure compliance with this paragraph and all applicable codes;~~

~~(v) the permit is not transferable to another person or property;~~

~~(vi) within ten days of the issuance of the permit, the owner/operator shall mail notice by first class mail, with certificate of mailing, to the homeowners association (if applicable), and to the owners of properties within two hundred (200) feet of the subject property, exclusive of rights of way, as shown in the records of the county assessor, and by first class mail to the physical addresses of such properties where such address is different than the address of the owner and to the land use department. Notice shall be on a form approved by the land use director, and shall contain the name and phone number of the owner and operator who will be available twenty four hours per day, seven days per week to respond to complaints regarding the operation or occupancy of the short term rental as well as the name and phone number of city staff responsible for enforcing this paragraph. Copies of all required mailing lists and mailing certificates shall be provided to the land use director within ten days of the mailing. Failure to provide notification as described in this subsection is subject to penalties and prosecution pursuant to Subsection 14-6.2(A)(5)(f);]~~

[~~(vii) each application shall be accompanied by a fee of one hundred dollars ($100) to cover *application* processing and inspections. This application fee is non-refundable.~~]

[~~(viii) The annual permit fee schedule is as follows:~~

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

~~Table 14-6.1-1 Annual Permit and Registration Fees*~~		
~~Short-term Rental Type~~	~~Permit Fee per Unit~~	~~Registration Fee per Unit~~
~~§ 14-6.2A(5)(b)(i) — Accessory Dwelling Units~~	~~$325.00~~	
~~§ 14-6.2A(5)(b)(ii) — Resort Units~~		~~$100.00~~
~~§ 14-6.2A(5)(b)(iii) — Residential Units~~	~~$325.00~~	
~~§14-6.2A(6) Non-Residential Districts and § 14-6.2A(7) — Commercial Districts~~		~~$100.00~~
~~Initial Application and Processing Fee (one-time)~~	~~$100.00~~	
~~*The annual permit fee shall not be prorated for a portion of the year.~~		

~~(ix) The annual fee includes the city's business registration fee and fees for inspections related to issuance of the short-term rental permit. Revenue from fees imposed pursuant to this paragraph shall be used only to administer, manage, and enforce this section.~~

~~(x) If payment of a permit fee was in excess of that for which a person was liable, the person may claim a refund by directing to the city finance director a written claim for refund no later than one year from the date payment was made. Every claim for refund shall state the amount and basis for the claim. The city finance director may allow the claim in whole or in part or may deny it. If the claim is not allowed in whole, the person may appeal the decision pursuant to Section 14-3.17.~~

~~(xi) Unless revoked as set forth in Subsection 14-6.2(A)(5)(f), a permit holder may renew the permit annually. If not renewed by March 15 of each year, the owner/operator may pay a late fee of fifty dollars ($50) to extend the time for filing to renew to April 15. An owner of an expired permit may submit a new application for a short-term rental~~

~~permit to the land use director in accordance with Subsection 14-6.2(A)(5)(b)(iv) subject to availability of permits.~~

~~(xii) A valid permit number shall be included in all advertising of the short-term rental, including listings on web-based rental sites.~~]

(e) Proximity of *Short-Term Rental Units* on *Residentially Zoned Property*

Subject to the exceptions listed below, the *land use director* shall not issue a new *permit* for a *short-term rental unit* if the subject property, as identified in the *application*, is located within a seventy-five (75)-foot radius of a *residentially zoned property* that has a permitted *short-term rental unit*. The radius shall be measured from the subject property boundary. This limitation shall not apply to the following:

(i) an *application* for a *short-term rental unit* located on non-*residentially zoned property* or within a *development containing resort facilities*;

(ii) an *application* for a *short-term rental unit* that complies with the requirements set forth in the *accessory dwelling unit* ordinance, subsection 14-6.3(D)(1); or

(iii) an application for a *short-term rental unit* in a *multiple-family dwelling* development that contains four (4) or more *dwelling units*, provided, however, that the *land use director* shall not issue short-term rental permits for more than twenty-five (25%) of the *dwelling units* in a *multiple-family dwelling* development that contains four (4) or more *dwelling units*.

[~~(e)~~](f) Fees for *Short-term Rental Units*

The following fees shall be used only to administer, manage, and enforce this subsection 14-6.2(A)(5) and relevant sections of Chapter 18 SFCC 1987, which address applicable licenses and taxes.

(i) *Application* fee. An *application* for a new short-term rental *permit* shall be accompanied by a one-time non-refundable *application*, processing, and

inspection fee of one hundred dollars ($100).

(ii) Business license fee. A *short-term rental unit* is subject to an annual business license fee of thirty-five dollars ($35).

(iii) *Permit* fee. A *short-term rental unit* is subject to an annual *permit* fee of two hundred and ninety dollars ($290).

(g) Required Notice

(i) Within ten (10) days after the issuance or renewal of a short-term rental *permit*, the *owner* or *operator* shall mail notices by first-class mail to the homeowners association within which the unit is located (if applicable); to the *owners* of *residentially-zoned property* within two hundred (200) feet of the subject property, exclusive of rights of way, as shown in the records of the county assessor; to the physical addresses of such properties where such address is different than the address of the *owner*; and to the land use department.

(ii) The notices shall be on a form approved by the *land use director*.

(iii) The notices shall contain the name and phone number of the local *operator*. Within ten (10) days after any change in the contact information for the local *operator*, the *owner* or *operator* shall mail a new notice, to all parties, in accordance with this subparagraph 14-6.2(A)(5)(g).

(iv) Within ten (10) days of the mailing, the *owner* or *operator* shall provide the *land use director* with copies of all required mailing lists and an affidavit of mailing signed by the person who mailed the notices.

(h) Records

Each *owner* or *operator* shall maintain all records for the *owner's short-term rental unit* for at least the most recent three years for the *owner's short-term rental unit* or units and shall make such records available to the *city* for inspection upon request. If a *host platform* collects rent for a *short-term rental unit*, the *host platform* must also maintain such records. The

records to be maintained for each *short-term rental unit* must include the following:

(i) The number of reservations and number of nights rented each calendar month;

(ii) The amount of rent guests paid by month; and

(iii) The amount of each type of tax and fee the owner paid to the *city* in connection with rental of the unit by month.

(i) *Permit* Renewals

Unless revoked pursuant to Section 14-11.4, an *owner* may renew a short-term rental *permit* annually. If not renewed by the expiration date of the existing *permit*, the *owner* may pay a late fee of fifty dollars ($50) to extend the time for filing to renew by thirty (30) days. After the thirty (30) days, if the *owner* has not renewed or requested an extension, the *permit* will become available to the next eligible *applicant*, and the *owner* may submit a new *application* for a short-term rental *permit* to the *land use director*, subject to the availability of *permits*.

(j) Inspections

The *city* shall perform random inspections to ensure compliance with subsection 14-6.2(A)(5) and all applicable fire, health, and safety requirements. The *city* may require an *applicant* to submit proof of inspections at the time of initial *application* and at such other times as requested by the *land use director*.

(k) Violations and Penalties

~~[(i) The land use director shall document all alleged violations of this paragraph and shall pursue enforcement through the municipal court as set forth in Article 1-3 SFCC 1987 or in another appropriate court of law. The city shall give the owner a written notice of violation, which shall be mailed either to the owner's local or business address or agent's address, informing the owner of the violation. If corrective action is not completed within fifteen (15) days of the date of the letter, the city may file a criminal complaint in municipal court. Upon~~

~~conviction of a first violation, the land use director shall revoke the permit and operation of the short-term rental shall cease within thirty days.~~

~~(ii) An owner who offers for rent as a short-term rental a dwelling unit that is not permitted for use as a short-term rental is in violation of this paragraph and is subject to penalties, property liens and/or prosecution pursuant to subsection 14-2(A)(5)(f).(iii)An agent who knowingly assists an owner in advertising or renting a dwelling unit as a short-term rental unit that is not permitted under this subsection 14-6.2(A)(5) is subject to penalties and prosecution, and the agent's business license is subject to revocation.~~]

If an *owner* or *operator* fails to obtain the necessary *permit* before renting, offering to rent, or advertising a short-term rental unit; fails to pay or report applicable taxes; or otherwise fails to adhere to the provisions of subsection 14-6.2(A)(5), the *owner* or *operator* shall be subject to the enforcement provisions set forth in Sections 1.3 and 14-11 SFCC 1987 and all other legal remedies and enforcement actions available under the law. These may include civil or criminal penalties or revocation of a short-term rental *permit.*

[~~(f) Penalties~~

~~(i) Any owner who fails to report all applicable taxes, including gross receipts tax and lodger's tax, shall be subject to any and all remedies under the short-term rental ordinance and any other applicable city, county, state, or federal law or statute. Such owner shall also be subject to revocation of their short-term rental permit pursuant to Subsection 14-6.2(A)(5)(e)(i).~~

~~(ii) If an owner is found guilty of operating a short-term rental without a valid permit, they shall be fined five hundred dollars ($500). The city may ask the municipal court to treat each day after the initial written notice of violation as a separate violation and assess two hundred fifty dollars ($250) for each day of such daily violations for a total cumulative fine amount. If the city is awarded money as part of a judgment following a court~~

~~hearing and defendant does not make timely payments to the city, the city may bring an action in lien or equity for the collection of any amounts due.~~]

[~~(g)~~] (l) Restrictive Covenants

Private restrictive covenants, enforceable by those governed by the covenants, may prohibit *short-term rental units*.

[~~(h)~~](m) Real Estate Agent Disclosure

[~~Real~~]A real estate [~~brokers~~] agent [~~listing~~] who represents a prospective buyer of [~~residential~~] *residentially zoned property* in Santa Fe shall provide the prospective [~~buyers~~]buyer with a current copy of this ordinance.

(n) Host Platforms.

(i) A *host platform* shall include a valid business license number in all listings or advertisements for a *short-term rental unit.*

(ii) A *host platform* shall provide a monthly report to the city that includes the following information about the *short-term rental units* advertised in the city, disaggregated by owner, describing the following information for that month:

(A) The number of *short-term rental unit* listings and owners in the city;

(B) The number of reservations and number of rental nights for each unit;

(C) The amount of revenue owners collected through the *host platform*, including rent and each type of taxes and fees.

[~~(i) The land use director shall establish administrative procedures necessary to implement, manage and enforce this paragraph.~~]

(6) [~~Short-term Rental of Dwelling Units – Non-residentially Zoned Property~~]

Existing Short-Term Rental Permits and Registrations

[~~Short-term rental of dwelling units on non-residentially zoned property is permitted as set forth in Table 14-6.1-1, must be registered; are subject to a one-time one hundred dollar ($100) application, inspection and processing fee; and must comply with submission requirements and report all applicable taxes.~~]

(a) Short-term rental *permits* held at the time the ordinance amending subsection 14-6.2(A) SFCC 1987 (Ordinance No. 2020-__) is adopted are valid, even if multiple permits are held by one owner. The *owner* does not need to renew those *permits* until they expire. Upon expiration, the *owner* may be eligible to timely renew the *permits* pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the land use department does not revoke the *permit* pursuant to Section 14-11.4.

(b) Short-term rental *permits* that do not comply with the proximity limitations set forth in subsection 14-6.2(A)(5)(e) held at the time that the ordinance amending subsection 14-6.2(5) (Ordinance No. 2020-__) is adopted are valid and owners of such *permits* are eligible to timely renew the *permits* pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the land use department does not revoke the *permit* pursuant to Section 14-11.4.

(7) Dwelling Units in Specified Commercial Districts

In the C-2 and SC Districts, dwelling units do not include mobile homes or recreational vehicles and shall be [~~either~~] one of the following:

(a) accessory dwelling units for occupancy only by owners, employees, or tenants of nonresidential uses that are operated on the same premises;

(b) part of a planned development; [~~or~~]

(c) part of a use for which a development plan or special use *permit* is required; or

(d) part of a qualifying residential project within the Midtown LINC Overlay District.

~~[(8) Effective Date~~

~~The provisions of Subsection 14-6.2(A)(5) of the Land Development Code shall go into effect immediately upon approval of the Governing Body. A ninety (90) day grace period shall be given for effected units to obtain a valid permit. Short-term rental unit owners who possess a valid short-term rental permit at the time this ordinance (Ordinance 2016-20) is adopted shall be considered to possess a valid permit under the new regulations and shall not need to renew their permit until the following year. Short-term rental unit owners who possess a valid short-term permit for a contiguous property issued prior to this ordinance (Ordinance 2016-20) being adopted shall be deemed as a "residential" permit holder upon the adoption of the ordinance and shall renew their permit as a "residential" permit in following years.]~~

Section 2. Section 14-12.1 of SFCC 1987 (being Ord. No. 2011-37, § 15 as amended) is amended to add and amend the following definitions:

14-12.1 DEFINITIONS

DEVELOPMENT CONTAINING RESORT FACILITIES, SHORT-TERM RENTAL

A development in which the *owners* own two (2) or more of the following facilities in common and have obtained a special use *permit* for operation of those facilities: swimming pools, spa facilities, golf courses, restaurants, or tennis facilities.

GUEST, SHORT-TERM RENTAL

Any person who rents a *short-term rental unit* or occupies a *short-term rental unit* during a rental period.

HOST PLATFORM, SHORT-TERM RENTAL

An internet website, a mobile application, or any other forum used to connect a short-term rental

owner or operator with guests and to facilitate the booking of a short-term rental unit.

NATURAL PERSON

An individual human being, as opposed to an organization of any form or a business entity.

OPERATOR, SHORT-TERM RENTAL

A person who, with or without a short-term rental *permit* or registration, rents or offers to rent a short-term rental unit to guests.

SHORT-TERM RENTAL UNIT

A *dwelling unit* or *accessory dwelling unit*, or any portion of a *dwelling unit* or *accessory dwelling unit*, that is offered for rent or rented for a period of less than thirty (30) days.

APPROVED AS TO FORM:

ERIN K. McSHERRY, CITY ATTORNEY

Legislation/2020/Bills/Short-Term Rental Changes

ATTACHMENT
4
Planning Commission Meeting Minutes
June 18, 2020

City of Santa Fe

Agenda

PLANNING COMMISSION
Thursday, June 18, 2020 - 6:00pm
ATTEND VIRTUALLY

SPECIAL PROCEDURES FOR VIRTUAL ATTENDANCE AND PUBLIC COMMENT:

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, this meeting will be conducted virtually using Zoom.

Viewing on YouTube: Members of the public may stream the meeting live on the City of Santa Fe's YouTube channel at https://www.youtube.com/channel/UCuW5Fb7iWuKpTdsWYNDurgA. The YouTube live stream can be accessed at this address from most computers, mobile devices, and smartphones. A video recording of the meeting will be posted on YouTube and available for viewing after the meeting.

Attending on Zoom: Members of the public may attend the Zoom meeting on a computer, mobile device, or phone. The video conference link and teleconference number will be posted on the City of Santa Fe's Calendar of Events website at least seventy-two (72) hours before the meeting: https://www.santafenm.gov/events. The direct Zoom link is: https://us02web.zoom.us/j/86975140993?pwd=R21va0g5c1NJdyttdU45T1E3UVlqZz09 and use password: 419763.

Attending Zoom by Phone: Members of the public can attend the Zoom meeting by phone by dialing:
US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799
Webinar ID: 869 7514 0993

Public Comment:

- By video: A person attending the Zoom meeting by using a computer, mobile device, or smart phone may provide public comment during the meeting. Attendees should use the "Raise Hand" function to be recognized by the chair to speak at the appropriate time.
- By phone: A person attending the Zoom meeting by phone may provide public comment during the meeting but **must** provide advance notice to City staff. Please contact Noah Berke (505-490-5930, nlberke@santafenm.gov) no later than Monday, June 15, 2020, and provide your **full name, address, and the phone number** you will be using to call in to the teleconference. Without your phone number, the chair will not be able to recognize you to speak at the meeting.
- In writing: A person may submit written public comments in advance of the meeting by email (LandUsePublicComment@santafenm.gov), by U.S. Postal Service (City of Santa Fe, ATTN: Noah Berke, PO Box 909, Santa Fe, NM 87504-0909), or by dropping off a comment at the physical drop box which will be located outside City Hall at the entrance to Land Use Lobby facing Marcy Street. Please include your full name and address, and identify the specific agenda item you are commenting on. To be included in the official record and considered at the hearing, written public comment **must** be received no later than Monday, June 15, 2020.

A. ROLL CALL
B. PLEDGE OF ALLEGIANCE
C. APPROVAL OF AGENDA
D. APPROVAL OF MINUTES AND FINDINGS/CONCLUSIONS:

MINUTES: May 21, 2020
FINDINGS/CONCLUSIONS: None

OLD BUSINESS

E. NEW BUSINESS

1. **Case #2020-2115. Vista del Rio Final Subdivision Plat.** JenkinsGavin, Inc., Agent, for Moellenbeck Professional Association Retirement Trust and Twilight Homes, Owners, requests approval of a final subdivision plat for twenty-one single family lots located at 5401 Agua Fria St. The property is approximately 4.02 acres and is zoned MU (Mixed Use). (Dan Esquibel, Case Manager, daesquibel@santafenn.gov, 955-6587)

2. An Ordinance Amending Section 14-6.2 SFCC 1987 to Adopt by Ordinance a Maximum of one thousand (1000) Short-Term Rental Permits in the City; to Prospectively Limit the Number of Short-Term Rental Permits to One Per Natural Person; to Prospectively Limit the Proximity of Short-Term Rental Units on Residentially Zoned Property; to Require a Local Operator for Short-Term Rental Units; to Adopt Record-Keeping and Reporting Requirements for Short-Term Rental Unit Owners and Host Platforms; and to Clarify Other Provisions of the Short-Term Rental Ordinance. (Mayor Webber and Councilors Lindell, Romero-Wirth, and Villarreal) (Elias Isaacson, Land Use Director, esiasaacson@santafenm.gov, 955-6730) (Sally Paez, Assistant City Attorney, sapaez@santafenm.gov, 955-6501)

3. An Ordinance Amending Section 14-11.4 of the Land Development Code to Adopt Civil Penalty Provisions, a Civil Fine Schedule, and Civil Citation Procedures for Land Use Code Enforcement Actions; and to Permit the Land Use Director to Order a One-Year Waiting Period for Application for Short-Term Rental Permit by a Person Who Has Violated the Short-Term Rental ordinance, Section 14-6.2(A)(5) SFCC 1987. (Mayor Webber and Councilors Lindell, Romero-Wirth, and Villarreal) (Elias Isaacson, Land Use Director, esiasaacson@santafenm.gov, 955-6730) (Sally Paez, Assistant City Attorney, sapaez@santafenm.gov, 955-6501)

F. STAFF COMMUNICATIONS

G. MATTERS FROM THE COMMISSION

H. ADJOURNMENT

NOTES:

1) Procedures in front of the Planning Commission are governed by the City of Santa Fe Rules & Procedures for City Committees, adopted by resolution of the Governing Body of the City of Santa Fe, as the same may be amended from time to time (Committee Rules), and by Roberts Rules of Order (Roberts Rules). In the event of a conflict between the Committee Rules and Roberts Rules, the Committee Rules control.

2) New Mexico law requires the following administrative procedures to be followed by zoning boards conducting "quasi-judicial" hearings. By law, any contact of Planning Commission members by applicants, interested parties or the general public concerning any development review application pending before the Commission, except by public testimony at Planning Commission meetings, is generally prohibited. In "quasi-judicial" hearings before zoning boards, all witnesses must be sworn in, under oath, prior to testimony and will be subject to reasonable cross examination. Witnesses have the right to have an attorney present at the hearing.

3) The agenda is subject to change at the discretion of the Planning Commission.

***Persons with disabilities in need of special accommodations or the hearing impaired needing an interpreter please contact the City Clerk's Office (955-6520) 5 days prior to the hearing date.**

RECEIVED AT THE CITY CLERK'S OFFICE
DATE: May 2, 2020
TIME: 11:12 AM

SUMMARY INDEX
PLANNING COMMISSION MINUTES
JUNE 18, 2020

ITEM	ACTION TAKEN	PAGE(S)
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B. Pledge of Allegiance	Recited	1
C. Approval of Agenda	Approved as published	2
D. Approval of Minutes May 21, 2020	Approved	2
Findings/Conclusions	None	2
E. Old Business:	None	2
F. New Business		
1) Case #2020-2115. Vista del Rio Final Subdivision Plat	Approved with conditions	2-3
Findings/Conclusions	Approved	3
2) An Ordinance Amending Section 14-6.2	Postponed	3-37
3) An Ordinance Amending Section 14-11.4	Postponed	3-37
G. Staff Communications	Comments	37-38
H. Matters from the Commission	Comments	38
I. Adjournment	Adjourned at 10:06 pm	38

MINUTES OF THE CITY OF SANTA FE PLANNING COMMISSION
Thursday, June 18, 2020 - 6:00pm
VIRTUAL HEARING

CALL TO ORDER

A regular meeting of the City of Santa Fe Planning Commission was called to order by Chair Hiatt on the above date at approximately 6:00 p.m. at a virtual meeting held at https://www.youtube.com/user/cityofsantafe.

A. ROLL CALL

Roll Call indicated the presence of a quorum for the meeting.

Members Present
Commissioner John B. (Jack) Hiatt, Chair
Commissioner Mark Hogan, Vice Chair
Commissioner Janet Clow
Commissioner Pilar Faulkner, Secretary
Commissioner Brian Patrick Gutierrez
Commissioner Jessica Lawrence
Commissioner Dominic Sategna

Members Absent
Commissioner Lee Garcia (Excused)
(One Vacancy)

Others Present:
Mr. Elias Isaacson, Land Use Director
Mr. Noah Berke, Planner Manager and Staff Liaison
Ms. Sally Paez, Assistant City Attorney
Ms. Melissa D. Byers, Stenographer

NOTE: All items in the Committee packet for all agenda items are incorporated herewith by reference. The original Committee packet is on file in the Land Use Department.

B. PLEDGE OF ALLEGIANCE

Chair Hiatt led the Pledge of Allegiance.

Mr. Berke explained the process for participation by members of the public once the Chair opens the Public Hearing.

C. APPROVAL OF AGENDA

MOTION: Commissioner Faulkner moved, seconded by Commissioner Hogan, to approve the agenda, as presented.

VOTE: The motion passed by unanimous roll call vote with Commissioners Clow, Faulkner, Gutierrez, Hogan, Lawrence and Sategna voting in favor and none voting against.

D. APPROVAL OF MINUTES AND FINDINGS/CONCLUSIONS

MINUTES: May 21, 2020

Commissioner Clow noted on page 25, the sixth paragraph, "Commissioner Clow said the *applicant* appeared to have determined that having..." Instead of *applicant* it should say City staff.

MOTION: Commissioner Sategna moved, seconded by Commissioner Faulkner to approve the Minutes of May 21, 2020 as amended.

VOTE: The motion passed by unanimous roll call vote with Commissioners Clow, Faulkner, Gutierrez, Hogan, Lawrence and Sategna voting in favor and none voting against.

FINDINGS/CONCLUSIONS: None

E. OLD BUSINESS:

None.

F. NEW BUSINESS

1. **Case #2020-2115. Vista del Rio Final Subdivision Plat.** JenkinsGavin, Inc., Agent, for Moellenbeck Professional Association Retirement Trust and Twilight Homes, Owners, requests approval of a final subdivision plat for twenty-one single family lots located at 5401 Agua Fria St. The property is approximately 4.02 acres and is zoned MU (Mixed Use). (Dan Esquibel, Case Manager, daesquibel@santafenn.gov, 955-6587)

Staff Report

Dan Esquibel presented the staff report.

Mr. Esquibel stated the Land Use Department recommends approval for the final subdivision plat for the 21 family units, with the conditions of approval as outlined in the report and technical corrections in Exhibit A. He noted the criteria of section 14-3.7(C) is shown in Exhibit C and the applicant has agreed to the conditions.

Applicant's Presentation

Jennifer Jenkins, 130 Grant Avenue, Suite 101, was sworn. She stated the applicant agreed with all conditions of approval and technical corrections. She stood for questions.

Public Hearing

There were no public comments, therefore, Chair Hiatt closed the public hearing.

Commission Discussion

MOTION: In Case #2020-2115, Vista del Rio Final Subdivision Plat, Commissioner Hogan moved to approve with staff recommendations and technical corrections and conditions of approval. The motion was seconded by Commissioner Clow.

VOTE: The motion was approved by unanimous roll call vote with Commissioners Clow, Faulkner, Hogan, Gutierrez, Lawrence and Sategna voting in favor and none voting against.

MOTION: In Case #2020-2115, Vista del Rio Final Subdivision Plat Findings of Fact and Conclusions of Law, Commissioner Hogan moved, seconded by Commissioner Clow to approve the Findings of Fact and Conclusions of Law.

VOTE: The motion was approved by unanimous roll call vote with Commissioners Clow, Faulkner, Hogan, Gutierrez, Lawrence and Sategna voting in favor and none voting against.

2. **An Ordinance Amending Section 14-6.2 SFCC 1987 to Adopt by Ordinance a Maximum of one thousand (1000) Short-Term Rental Permits in the City; to Prospectively Limit the Number of Short-Term Rental Permits to One Per Natural Person; to Prospectively Limit the Proximity of Short-Term Rental Units on Residentially Zoned Property; to Require a Local Operator for Short-Term Rental Units; to Adopt Record-Keeping and Reporting Requirements for Short-Term Rental Unit Owners and Host Platforms; and to Clarify Other Provisions of**

the Short-Term Rental Ordinance. (Mayor Webber and Councilors Lindell, Romero-Wirth, and Villarreal) (Elias Isaacson, Land Use Director, esiasaacson@santafenm.gov, 955-6730) (Sally Paez, Assistant City Attorney, sapaez@santafenm.gov, 955-6501)

3. **An Ordinance Amending Section 14-11.4 of the Land Development Code to Adopt Civil Penalty Provisions, a Civil Fine Schedule, and Civil Citation Procedures for Land Use Code Enforcement Actions; and to Permit the Land Use Director to Order a One-Year Waiting Period for Application for Short-Term Rental Permit by a Person Who Has Violated the Short-Term Rental ordinance, Section 14-6.2(A)(5) SFCC 1987. (Mayor Webber and Councilors Lindell, Romero-Wirth, and Villarreal) (Elias Isaacson, Land Use Director, esiasaacson@santafenm.gov, 955-6730) (Sally Paez, Assistant City Attorney, sapaez@santafenm.gov, 955-6501)**

Chair Hiatt asked if both ordinances should be heard at the same time.

Ms. Paez explained it was up to the Commission, but the two proposals are meant to work in harmony and have one staff report. Taking them together made sense.

Seeing no objections from the Commission, Chair Hiatt ruled the two Ordinances would be heard together

Staff Report

Director Isaacson provided the staff report. The amendments improve enforcement of the City's Short-Term Rental (STR) program and create a system to impose penalties on owners operating STRs without authorization from the Land Use Department. The sponsors include Mayor Webber and Councilors Signe Lindell, Carol Romero-Wirth, and Renée Villarreal.

Per section 14-3.3, amendments to the Land Use Code require a public hearing, a review, and a recommendation from the Planning Commission before consideration by the Governing Body.

The amendments to section 14-6.2 amend and clarify the existing Short-Term Rental ordinance. The current limitation maximum is 1000 permits that may be issued by the Land Use Department as previously adopted by the City, by resolution. That amount will remain unchanged.

Additionally, the Ordinance will limit short-term rental permits to one per natural person and the proximity of STRs on residentially zoned property and require a local

operator for STR units. The Ordinance will require permit holders and host platforms to adhere to record-keeping and reporting.

Amendments to Section 14-11.4 include provisions for adopting civil penalties, a civil fine schedule, and civil citation procedures for Land Use Code enforcement. The amended ordinance would clarify the circumstances under which the Land-Use Director can invoke permits, including short-term rental permits. The Director could order for anyone that violates Code, a one year waiting period for application for a STR permit.

Director Isaacson referred to a chart in the packet showing the substantive changes to the two ordinances, the policy objectives, and the City's regulatory approach which is to ensure that operation of the STR in residential areas does not disrupt the character or quality of life of the neighborhood. The regulatory approach will be to limit the density and proximity of STRs by preventing new STRs on residentially zoned property within 75 feet of an existing STR. The resolution's 1,000 permit limit would be maintained and incorporated into the Ordinance.

Another policy objective is to prevent speculators from purchasing multiple homes for the purpose of operating multiple STR units, resulting in the reduction of long-term rental (LTR) housing. The regulatory approach is to issue only one permit to one actual person. Additionally, law-abiding residents would be allowed an option to utilize accessory dwelling units (ADU) as STR units to create wealth and generate supplemental income. The regulatory approach would exclude ADUs operating in compliance with the ADU ordinance section 14-6.3(D)(1) from the proximity/density limitations set forth in 14-6.2(E)(5)(e).

The policy objective to minimize public safety risks associated with STR units such as higher traffic levels, parking issues, noise, litter, and other public nuisances. Regulatory approaches would include who is available requiring a local operator 24/7 to respond to complaints and include their contact information. Also proposed is to limit frequency in STR guest turnover by prohibiting the rental of STR units to no more than once in 7 days. Existing limitations will be maintained on the maximum number of guests (2 x the number of bedrooms) and continued administration of the City's formal annual permitting requirements.

Last, to ensure the owner/operator of STR's follows applicable regulations, including the payment of all fees and taxes, they will adopt and enforce new enforcement options. That includes the schedule of civil fines which increases for repeat violators, the revocation of permits, and a one-year application waiting period for anyone who has violated. Permit holders will also be required to maintain books and records for a three-year minimum and record-keeping/reporting by host platforms and to collect revenues.

Director Isaacson turned the floor over to City Attorney Paez to discuss the policy making process and opportunities for public participation.

Ms. Paez said this is the first opportunity for public input on the legislation and is a matter of interest for City Councilors and the Mayor. Due to the limitations in State law for open meetings they cannot get together as a group of interested Councilors outside the context of formal public meetings. The objective of the four sponsors was to create a preliminary proposal with a lot of ideas and take that into the committee process. They would then obtain input from members of the public and stakeholders.

Staff has received a lot of input already and this is the first time a City body could weigh in on the amendments in a formal public meeting. The schedule proposed for the committees staffed by City Councilors is to go before the Quality of Life Committee on July 1; Public Works and Utilities Committee, July 6; request to publish before the City Council on July 8, go to the Finance Committee on July 13; and public hearing before City Council on August 12, 2020.

It is possible the Planning Commission could reach a final recommendation to approve, that contains possible nuances. They can recommend changes of what they like or eliminate what they don't like within their purview.

Staff has been compiling comments even those received after the deadline (Monday), due to the large volume. She hoped that Commissioners had a chance to review the first batch because three additional batches of recent public comments were sent to Commissioners.

Ms. Paez said she would like to read the names of those who sent written comments into the record. Additional comments have been received since the last batch. She will continue to gather that input and make it available to the City Councilors and other committees and the Governing Body to retain as a formal record.

Chair Hiatt asked if the draftsmen or sponsors of the Ordinance had an opportunity to involve the STR community or interested citizens.

Ms. Paez replied she is aware that sponsors individually have been speaking with stakeholders and community members ad hoc. There was no formal opportunity until tonight.

Mr. Berke provided historical context on the STR Ordinance and changes. He said that in about 2005, Santa Fe recognized the operation of vacation rentals throughout the City and they were somewhat disruptive to neighborhoods. They received a lot of neighborhood input on the issue and the City decided to look into the issue. Subsequently through a series of stakeholder meetings an STR ordinance was drafted and passed in 2007/2008. In 2015 the Governing Body passed a resolution that asked staff to analyze the current Land Development Code regarding STRs. They were asked to make recommendations in the ordinance.

There were a series of well attended public meetings with neighborhoods, different stakeholders, the Tourism/Hospitality industry. Options were presented at the meetings by City staff and the Tourism Department and considered changes and issues that would be needed through ordinance revisions. There were online platforms that could be rented through AirBNB, Craig's List, VRBO, etc. all showing short-term rentals that were not captured as having a permit.

The cap at that time was 350 STRs with a lengthy waiting list. They drafted major changes to the STR ordinances in 2015-2016 which included that:

- All rentals of less than 30 days had to register with the City with a registration permit regardless of zoning district.
- The cap for residential permits was increased from 350 to 1000 and could be adjusted if City Council thought necessary.
- They eliminated the 17 rentals per year but kept that there could only be 1 rental every 7 days.
- Two adjoining STRs on a residential street was prohibited.
- They clarified that STR permits were nontransferable and only for the owner of the property, it wouldn't transfer to a new owner.
- Applicants were allowed to submit self-compliance statements for renewal.
- A mailing requirement was added that applicants should notify the homeowners and neighborhood associations within a specific range.
- Fees were adjusted to cover the cost of staff performing fire inspection, home inspection and business permitting, and a late fee of $50 that granted a 30-day extension for renewals.
- Fees for enforcement were added and a fine of $500 with a required written notice to the applicant of a violation.
- Applicants had to list on the application where they advertised for verification by the City that the applicant legally advertised.
- A Short-Term Rental office was added with an increase in staffing of that office.
- The City purchased compliance software with the ability to compare the list of STRs with permits and the lists from VRBO, AirBNB, etc. and the ability to send a notification for non-compliance.
- Council instructed staff to report back and provide an update in 18 months from the adoption of the changes. That has been done.

Chair Hiatt asked Director Isaacson if there was anything else from staff. He was told there was none.

Vice Chair Hogan said he wanted to disclose two things: One, he received a large number of calls on this issue. Out of concern about ex parte, he had encouraged everyone to send their comments in writing to the City to be distributed to everyone. He added he did not believe his capacity to take action on this had been compromised.

Commissioner Hogan said secondly, he may soon be an STR operator. He had applied for a permit in January for his converted office and was given a permit. But he has never acted on that nor received any income because of COVID.

Commissioner Hogan said he felt the obligation to disclose his permit, but again did not think that compromised his ability to participate. He offered to recuse himself if the Chair or Attorney Paez felt differently.

Chair Hiatt said his understanding is that legislative matters for ex parte have a different connotation. He asked Ms. Paez to comment.

Ms. Paez agreed. A legislative matter has no ex parte communication limitation, whereas a quasi-judicial matter does have an ex parte communication limitation. In a quasi-judicial matter, the applicant has a constitutional right to impartial decision-makers who have not been swayed by information from outside the formal record. In this case, as a legislative matter it is okay to correspond. The sponsors have been trying to correspond with interested parties, which is appropriate. She saw no problem as long as a quorum of the Commission does not discuss this outside the context of a public meeting.

Chair Hiatt said on the second matter of the Vice Chair owning a STR but not having any tenants yet, based on Vice Chair Hogan's comments, he did not find an inability for him to participate. He asked if any Commissioner objected to the ruling of the Chair. There were no objections noted.

Ms. Paez provided for the record additional context in the Code of Ethics in Code, Section 1-7 requiring a public official with a conflict of interest to disclose that conflict at the public meeting. It states, *"A public official shall not perform an official act or attempt to influence another person to perform an official act in any matter in which he/she has a conflict of interest."* In this case because changes are not being made that would increase the revenues received, voting on the legislation would not be a conflict of interest. As long as no money is a result to the Commissioner.

Public Hearing

Chair Hiatt explained the process for the public hearing and that the comments were limited to two minutes. He noted 58 people wanted to participate and he appreciated all of their comments.

Ms. Paez read the names of those submitting written comments to the Commission, noting they continue to receive comments. Those will be compiled and be of benefit to additional committee meetings. She read into the record names of those sending written comments in alphabetical order: Rebecca Anderson, Cindy Atanasoff, Irene P. Ayala, Cheryl Benard, Tai Bixby, Steve Harris, Karen Heldmeyer, Robert

Hilgendorf, Craig Lamb, Patricia Lillis, David Mansure (with petition attached), John M. Nye, Paul Plunket, Karen Kolbert Richelli, Victoria Rogers, Tim Ryan, Marvin Schrager, Ron & Myrna Simon, Sara & Dave Singleton, Michael Tankersley, Jon B. Tucker, Elizabeth West, Janet Williams and Richard A. Woodruff. The written public comments are attached hereto as Exhibits 1, 2, 3 and 4.

Ms. Paez indicated the list of names would be provided to the stenographer. She apologized for any incorrect pronunciations.

Chair Hiatt noted for the record that he had not seen at least half of those comments. He counted the names on the petitions and appears there are 700 names.

Preston Ellsworth,1412 Cerrillos Road, was sworn. He thanked Mr. Berke for his help in navigating the administrative management of the system. He said he preferred this go to the Governing Body for better administration and oversight. Secondly, they need to get the County on board so the community could comprehend the problem. Third, the revenues, which are substantial, should be coming to the City and distributed by the Governing Body to the Convention and Visitor's Bureau, minus the fees and charges for enforcement.

Myra Canterbury, 15 Mesa Encantado, Unit 227, was sworn. She wasn't sure if she fell under the guidelines or was outside the boundaries of the 1000 people who are permitted. She asked the boundaries for the legislation.

Chair Hiatt asked Ms. Canterbury if she was registered with the City as a short-term rental owner. She told him she thought she was outside City limits.

Chair Hiatt said they were interested in her comments either way. He asked Mr. Berke to assist Ms. Canterbury.

Ms. Canterbury continued, saying how important it is to balance having affordable housing in Santa Fe because they need them to help manage their properties. She lives in a townhome community that has on-site management. She thought they could probably accommodate that. She pays her taxes through VRBO and they have started collecting taxes for the State and she presumes for Santa Fe, around December.

She asked if she has to be registered with the City of Santa Fe. She is not opposed to the changes other than that this community has a lot of short-term owners. They are back to back and attached, etc. and the 75 feet rule would be a problem for them. She wasn't sure what the 75 feet rule buys them when you have a community that is well-maintained and has a very strict HOA. She wanted to be sure she is legal and has no desire to cheat anyone out of revenues or money.

Ms. Paez encouraged Ms. Canterbury to contact the City. She noted the information is on the website for the Short-Term Rental office and they are easy to contact about the City's boundaries.

Chair Hiatt said he would go a step further and be proactive. He asked Mr. Berke to take Ms. Canterbury's address and initiate contact. He thanked her for coming.

Karen Kolbert Rokelly, 214 Griffin Street, was sworn. She didn't agree with this. She lives downtown and knows that the City needs to look for revenue, but where she lives there are no residents. It is just her and one other person. The City should look at another part, like Catron to Grant, not the Capital District area. They are different than a residential district. Her house was a business for 10 years and she now lives in it and uses it as both. She thought this absurd because the City needs the money more than ever because of the pandemic. They are cutting off their nose to spite their face by not letting a district like this, which is really business. STRs in this area should be exempt if they are not already, because it is not residential and areas like downtown should be excluded.

Andy Duettra, 25 Bluebonnet Circle, was sworn. He owns WSR Properties and manages almost 40 STRs in commercial districts, most within three blocks of the Plaza. They feel zoning rules should be consistent and reasonable. He agrees with Ms. Rokelly on separating commercial and residential areas, the BCD is a business district. He has operated a lodging business recognized by the City for 15 years. He doesn't understand why now that would change and residential rules brought into a business zone. The distinction contained in 14-6.2(A)(6) should remain and be reinserted into the Ordinance. He operates like any other hotel and B&B and the zoning should stay in place and remain sensible.

Marc Bertram, 906 Trail Cross Court, was sworn. He was thankful that Mr. Burke provided the history of the Ordinance. He echoed Andy's concerns on non-residential zoning versus residential. Every iteration of the Ordinance has taken that difference into account and the difference should remain. Another problem with the Ordinance is enforcement. The recommendations of the O'Donnell Report said additional regulation might be needed at some point. The City has to do better at enforcing laws already on the books. He asked how the Planning and Land-Use staff would grade themselves on the enforcement issue. He thought the ultimate problem was the City is trying to get those not in compliance, not registered and/or permitted, to either be in compliance, or get out of the business. Enforcement would go a long way to address the concerns of those in the residential zones. He recommends removing the "*natural person*" ownership requirement and wasn't sure that is legal. It is problematic and could be a legal problem down the road. He agreed with the previous speaker on the 75-foot rule.

David Mansure, 212 E. Berger St., was sworn. He works with Mr. Duettra and would add what he and many others have said, they need to reinsert 14-6.2(A)6. As a

BCD downtown business for 15 years they were exempt from residential rules. They are licensed as a business and operating solely in the BCD District. They should be treated like any other hotel and B&B downtown. He and Mr. Duettra initiated and sent the petition with 700 online signatures and had garnered them in one week. He also canvassed the downtown, BCD District retail businesses, galleries, restaurants, jewelers etc. and has a fair number of signatures in hand from them that he could share. The lists from which the signatures were garnered has past guests, property managers/owners, realtors, and other fellow business owners who all assert the language should be reinserted and all favor the exemption from residential rules.

Chair Hiatt stated unless the Commission objected, the Commission will permit the additional signatures to be added to the record if Mr. Mansure could turn them in to the Land Use staff by tomorrow at 5 PM, since the hearing is a virtual hearing.

Susan Orth, 2115 Calle Tecalote, was sworn. She noted she is the president of the Santa Fe Association of Realtors with over 900 realtor members and 100 affiliated industry members. She respectfully requested on their behalf that the action on the two ordinances be postponed. The ordinances represent significant changes to the City's existing short-term rental ordinance, as well as a fines and penalties structure. They believe the Association, STR owners and the public needs more time to review the proposals and the significant impact they will have on property owners and businesses in how the City will enact those regulations. The regulations were only available for public preview last week and the ordinance was extensively rewritten. Additionally, the fine and penalties section was severed from the original ordinance and changed extensively from a criminal to a civil structure. The Association was not involved nor consulted regarding the proposed changes. They believe the timing of the significant Land Use changes is particularly problematic. The community and local businesses are already seriously stressed in responding to the COVID 19 pandemic. The City should be completely invested in an open, transparent, inclusive process on any regulatory changes, particularly those that impact property rights. The City should ensure that changes are thoroughly vetted and supported to the extent possible by the community. The Association strongly urged the Planning Commission members to postpone action this evening.

Gregg Bovee, 3760 Academy Road, Unit A, was sworn. He said the regulation was brought to preserve the neighborhood's cohesiveness by eliminating traffic, noise, and complaints from neighbors. But he couldn't find a list or police reports verifying that those occurred. He asked if that was available.

Chair Hiatt asked that he address his questions to him as Chair. He has been making a note of them. He asked staff to put his question on the list of questions to be answered at the end of public comment.

Paula Moya, 625 Garcia St., was sworn. She is a registered, compliant short-term rental owner and pays STR taxes even before the platforms started collecting them. They have worked hard to contribute to the City. She grew up and went to school in Santa Fe and her parents owned a business here. She and her husband plan to retire from their jobs as professors at Stanford University to their home in Santa Fe. They purchased the home in Santa Fe not only as a home for them when visiting Santa Fe and her parents, but to be financially feasible they rent the house as an STR. She has two problems with the proposal: one is the STR should be one per natural person. They have the home in an LLC and the "natural" language could be problematic. Also, on the requirement of being a local operator. She manages the rental herself and works with many local residents in Santa Fe. She is available 24 hours a day and has never had any complaints or problems. Those two provisions make it financially unfeasible for her to own the home that they hope to retire to.

Charles Burkhardt, 13 Desert Plume Trail, was sworn. He noted he also owns 1155 Camino Delora and operates his own and several other vacation rentals throughout town. He said he is against the majority of the regulations. Someone earlier asked if the restrictions were to address current weaknesses in regulations. He didn't think so. Additional restrictions will only hurt those following the rules and does nothing to curb those who are operating illegally. The City should enforce the current regulations and look at the results. The Commission should consider the number of actual complaints filed over the last year; how many fines were issued for illegal operation of STRs. He was against all of the restrictions proposed.

Robert Zilinski, 502 Sunset, Unit B, was sworn. He currently lives in New Jersey and graduated from the University of New Mexico. In 1976 he bought property in Santa Fe and started the STR in 2008 after regulations were put in. He has always had a permit and paid all taxes and fees and has never had problems with noise or parking at the rental. He wondered who the regulation benefits because he thought it limits competition and benefits larger hotels. He saw no benefit for the City to limit competition. His renters have said they like staying in a house rather than a hotel and some of his people return again and again. This could hurt the visitors and tourism in Santa Fe and the investors who purchased property with conditions that appear to be changing. He thought this overregulation, and as one person with one property, appeared he was being pushed out of the STR market. He recommended postponing the ordinance or rejecting it.

Frances Maier, 633 Garcia Street, was sworn. She lives in both San Francisco and Santa Fe and grew up here. She has two rental properties that are loved by her guests, pays the taxes and has notified her neighbors. She has never had a complaint and her guests comply with everything. Vacation rentals bring in families who are not comfortable in hotels and like to support the local community. STRs allow her to keep her properties in the best shape. She agrees there is not enough enforcement. This change puts more burden on those who are compliant than someone who is not. She couldn't understand the benefit of the natural person rule. There are good reasons to

have an LLC to protect themselves. And the local operator rule is ridiculous. She pointed out that the Internet and phone works well both in Santa Fe and San Francisco and she can address any issues her guests might have. She said she does have a question on the part of the Ordinance that is grandfathered and isn't clear how or what that applies to. She purchased her second property based on the last ordinance and wants to be sure her property rights are not violated.

Germaine Gomez, 511 Cortez Street, was sworn. She owns and operates Fridays Off in Santa Fe, a STR property management company. She and her business partners were born and raised in Santa Fe. The proposed changes would hurt their small business, which supports 10 local families. They buy and shop in Santa Fe. Vacation rentals bring in revenue to the area and expand the economic pie. They provide jobs, support vendors and contractors regularly, and some rentals bring in traveling nurses. They provide a place for people to stay in a local vacation rental and this will limit competition. They want to see current regulations enforced. She has been in the industry almost 13 years when there were only 350 rentals. She understands a lot of changes have happened, but enforcement has not come full circle. They oppose the one rental per person, and the natural person and have several homeowners that own multiple properties. That should be allowed, and it helps to support the economy. Lastly, on the 16.3 or the one year, if there is a violation there should be a warning. Some of their owners are getting letters of violation when there is no violation. It would be unfair for the home to lose their permit without verification.

Barbara Yoffee, 209 Polaco Street, was sworn. She is the vice president of the Historic Guadalupe Neighborhood Association. She has lived in the neighborhood since 2002 and understands those with a vested interest. She said residential neighborhoods are not here as a business proposition or only for investors. As residents they have invested a lot of blood, sweat and tears and money in their neighborhoods. She has talked to many residents in the neighborhood who feel this is a good balance. Finally, there is a proposal and it should be discussed. Also, the STR rentals in historic neighborhoods have cut the long-term rental housing problem. Their neighborhood used to have long-term rentals for people who worked here, and the neighborhood was more substantial and consistent. She asked that they please talk with the neighbors, not just realtors and investors.

Karl Hans Sommer, PO Box 2678, was sworn. He said the job tonight is to look at the policy behind the amendment in light of the policies for the STR Ordinance. The proposed amendments, with the inclusion of the BCD, will be counterproductive. He noted that Mr. Bertram is just one of many local investors who revitalized buildings that were obsolete and difficult to occupy. He and others have spent tens of millions of dollars to bring properties to a new vitality in the downtown area. If the BCD is subject to the new regulations, they will limit the supply and eviscerate and discourage those investments and discourage further investment downtown. That is a serious policy to consider. Also, there is a serious question about the ownership provision. There is a

case in the New Mexico Supreme Court that may prohibit the amendment on who owns the property.

Chair Hiatt asked that Mr. Sommer to forward a copy of the Supreme Court case to Ms. Paez.

Jerry Richardson, 703 Don Felix St., was sworn. He is the president of the Historic Guadalupe Neighborhood Association but was speaking for himself. He has notified all of the members so they could make their opinions known. He is gratified to see the City looking at problems created by unlimited STR growth that has negatively impacted his neighborhood. His neighborhood is close to downtown and walkable to the Railyard, etc.

Mr. Richardson said people lose the sense of neighborhood and don't know their neighbors and there are a lot of people going in and out. They don't understand how densely populated their neighborhood is with zoning that allows 19 units per acre. It isn't that people are misbehaving or there have been significant issues. They are just not aware of other people living here. He appreciates the efforts to get the issue under control and thought it obviously needs more work. Most of the people talking tonight are not going to be affected by the amendments because they are grandfathered in. This is just trying to control it in some way.

Richard A. Woodruff, 615 Onate St., was sworn. He said for the record he co-owns Adobe Casitas Vacation Rentals. They have been renting about 18 homes for about six years and pay all their taxes and have never had a complaint. There are too many things wrong to go through each point. He doesn't believe they did due diligence on an economic impact study and what it would mean if they did not capture STR and if transfers were prohibited. They are mostly rented by tourists with families, often with pets. The 75-foot radius will decimate home transfer by about 75% of the existing vacation permits. Another point of fact is that since 2018 and the increase from 350 to 850 STR permits, they have not grown and remain flat. He recommends a proper economic impact study be done by City Council and an evaluation.

Laura Post, 832 Dunlap Street, was sworn. She lives in the Guadalupe neighborhood and this has been a concern of hers. She does not have an STR. She lives and works at St. Vincent Hospital and is a full-time resident for 45 years and raised her family here. She understands the economic impact that was expressed but is concerned more about the explosion of the AirBNB's. Specifically, downtown where she lives now. Her focus is on the availability and affordability of houses and the ability to buy affordable houses. Many of the AirBNBs are bought by people from out of State, out-of-towners who are exploiting their neighborhoods. Her son recently moved back with his family this year and couldn't find anything nearby to rent or buy. There is a long list of young people in the same situation.

Denise Ramonas, 600 A Griffin Street, was sworn. She is the president of the Griffin Park Condominium Association off Paseo de Peralta. They have 27 units and now have 8 units licensed for STR. Most of the other units are full-time residents who are very unhappy about the STRs. The Association's declaration prohibits STRs, *"No unit can be used for hotel or transient purposes"*. They have written and met with the STR office over the last three years and ask them not to renew or issue STRs for Griffin Park. Yet renewals continue and new permits have been issued. Most of the Griffin Park owners, including herself, support the proposed changes to the Ordinance. They ask that the Commission also consider including in the ordinance that if a condominium document prohibits STR, the City will honor that and not issue short-term licenses.

Mr. Berke offered to look into that if Ms. Ramonas emailed him the addresses.

Marilyn Proctor, Sandia Circle, was sworn. She has owned Proctor Property Management and Adobe Destinations for over 40 years. Her most important question is addressed to the Land-Use Director or Mr. Berke: "why this is happening"? She wants to hear the complaints and where they were and what the complaint was about. This is her livelihood and she has never had a complaint in 40 years. She asked why now the City is starting random inspections and why they couldn't go back to fire inspections instead. As a small business she shouldn't be punished because of the large corporate businesses like AirBNB. She follows the rules and guidelines and as many others said, there is and never has been enforcement. There has been a huge turnover in the Land Use Department, and she has never had them return her calls. She manages 50 properties and since the pandemic has lost over $300,000 of revenue since March. Tourism is suffering.

Stefanie Beninato, PO Box 1601, was sworn. She was happy that fines would be civil rather than criminal penalties because they will be easier to enforce. She has concerns about some of the provisions. It will not be easy to enforce a 75-foot separation of STRs. There are about the same number of unpermitted STRs as those permitted. The problem is enforcement and the City has been putting that off for at least three years. They say they are acquiring more programs and staff that is needed to enforce, but nothing changes. She favors one STR rental per owner because that does not affect the availability of affordable housing, which is a huge issue in neighborhoods like South Capital. Also, it can be disruptive in terms of feeling like they are part of the neighborhood. She sees a lot of RVs parked on the street in her neighborhood and appreciates that supposedly will not be allowed. But again, it is about enforcement. The City needs for not just the AirBNBs to pay taxes, but all of the platforms and to pursue those without a permit. She knows a person who rents apartments and uses them for AirBNBs. That is a total abuse of the system, as well as the people who own 10 units. People who have a second unit on their property are treated differently than someone with one unit. The treatment of STRs compared to hotels, now STRs have to meet hotel standards for fire. She goes to AirBNBs to avoid chemicals at the hotels. The Commission should look at consistency in terms of fire standards.

Madelyn Carey, 1674 Camino de Cruz Blanca, was sworn. She explained she is Nick's partner and is using his computer. Nick runs an STR. Her experience comes mostly from a federal level in environmental. She is heartened by the amount of diligence, care and opportunity for the public to comment. She would like the City to be regulating, managing and enforcing towards a vision, instead of in response to complaints. It is important to have a vision and know how STR rentals will exist within it. She wanted more discussion about tourism economy and how it has long been a consistent opportunity for locals to participate. To deny or limit how individuals can participate creates an equity issue. She encourages policymakers to consider how STRs can be part of a healthy, thriving Santa Fe and contribute to the locals' ability to remain in Santa Fe and participate in the economy. Ms. Carey said her partner is a full-time freelance creative and the AirBNB allows him to maintain his expenses while participating in the artistic and creative community.

Janet Williams, 1200 Don Gaspar, was sworn. She was speaking on behalf of the amendments which she believes are important. Her daughter lives on Apodaca Hill and neighbors on two sides are AirBNB. They have no neighbors, the STRs are destroying the fabric of neighborhoods. The City needs to get them under control. Owning one is fine, or a guest house rental is fine, but she doesn't want people owning 50 AirBNBs. She wants a limit and approves of the amendments.

Eric Enfield, 612 Old Santa Fe Trail, was sworn. He has lived in Santa Fe most of his life and has invested in the BCD zone and had an AirBNB. He said it is a mistake to include the BCD District in the Ordinance and is short sighted. The dynamics of a downtown area requires visitors. He has lived here for 48 years and worked with many of the City agents and including the BCD in a residential ordinance isn't right. Currently you can build a restaurant and bar next to a house in the BCD District. That is important for them to consider. The idea that a person can only own one unit makes no sense economically. When they change a district in the center of the City there is a lot to consider; it should be vibrant with people coming and going. He would rather have a family stay three days with their dog than a restaurant and bar. That would be what they are talking about if they eliminate residential use in the BCD.

Patricia Lilis, 2119 Conejo Drive, was sworn in. She appreciates the changes to the STRs and recognizes their negative effects on Santa Fe's long-term housing and the neighborhoods. The ordinance is written, *"Any natural person from anywhere can obtain one short-term rental permit."* Primary residency is not a requirement. Denver, Boulder, Charleston, Portland and many other cities chose to have a primary resident requirement in residential neighborhoods to address STR speculation and housing challenges. She has two requests: first, that the ordinance consider allowing one short-term rental per primary residence in residential neighborhoods. One permit per household for a main house or a guest house. Secondly, page 17, *"All current rentals are grandfathered in".* She asked how that would address the current housing issues and neighborhood

complaints. She asked that the Commission consider a grandfather clause of two years, which is generous, and more than many cities have allowed; including anonymous complaints to help identify illegal rentals and the safety of anyone making a complaint; post STR permit numbers instead of a business license; and require the owner's name(s) on the permit to match all names in the deed. STR abuse takes homes from people and families who have a primary residence in Santa Fe. STR regulations need to be reformed and a primary residence requirement is the best way to do that.

Nancy Bookbinder, 426 Abeyta Street, was sworn in. She said she seconded and concurred with everything Ms. Lilis said. Core to the conversations is to define what is meant by community. They use the word a lot and have talked about a key issue, a community that doesn't have housing.

Ms. Bookbinder said Long-term rentals are fine in a neighborhood, but short-term rentals tear up the neighborhood fabric. Not having neighbors or knowing who they are, people who come into your neighborhood and don't respect your property, or letting their dogs come onto your grounds. Someone had mentioned they live in San Francisco. San Francisco recognized what STRs were doing to the neighborhoods and changed their requirements. They allow STRs for a shorter period of time with the requirement that the owner must live on the property. She agrees with one property with a casita, etc., but when talking about what community is, means they have to support the people who want to live in Santa Fe. The hotels in Santa Fe serve people and support tourism. Neighborhoods are not established for people to come in for a night or two and disrupt the rest of the neighborhood. They preclude the opportunity for Santa Fean's to live in these neighborhoods. People who are concerned about their investments should look at the market today and put their place up for sale. It will sell in the next two weeks.

Mr. Berke noted that Karen Heldmeyer, 325 E. Berger had called in and was not able to access the meeting. She asked that her following statement be read into record:

> I swear. Karen Heldmeyer, 325 E. Berger.
>
> I sent in a consensus document w/ suggestions from the Neighborhood Network board.
>
> 3 issues with STRs: affects actual neighborhoods wactual neighborhoods, decreases stock of available housing in many neighborhoods, never really been adequate enforcement especially of fiscal impact
>
> People who actually live here also contribute to the city financially through their ownership and through their living expenses, but also contribute in many other ways to the community. that doesn't occur with transient renters.

Mr. Berke indicated he would email the comments to the stenographer for the record.

Chair Hiatt thanked Ms. Heldmeyer for her comments. He informed the Commission for those who didn't know, Councilor Heldmeyer was *the* Councilor who brought this to the Land Use Department and the various committees and to the Planning Commission when it was originally passed in the early 2,000's.

Paul Dedomenico, 1413 Paseo de Peralta, was sworn. He commented there had been a lot of focus on the BCD, but there are other commercial zonings that allow residential use. He owns properties in both BCD and C1 and thought there shouldn't be any STR limitations on property zoned commercially that allows residential use. He thought if that were to happen it was taking away his property rights.

Michael John Blackwell, 709 Don Felix, Unit D, was sworn in. He said he knows the STR's bring in a lot of revenue to the City in Gross Receipts Tax. He asked if the property tax would be increased or City workers would be laid off if STRs are decreased.

Chair Hiatt said Mr. Blackwell's question would be posed to Director Isaacson after the public hearing.

Chair Hiatt allowed a minute to ensure anyone wanting to comment had done so.

Mr. Berke noted there appeared to be no one else who wanted to comment.

Chair Hiatt closed the public hearing. He asked if there were questions from the Commissioners to staff. There were none.

He noted that he had been in the Director's chair at one time and was there when the Ordinance was passed. He had tried to create a strong enforcement team but thought he had not succeeded and hasn't been successful in enforcement since. He asked if there were statistics on enforcement activity in STR.

Mr. Isaacson replied he didn't have specific data on enforcement. The short-term rental enforcement is challenged by staff's ability to respond in a timely manner to issues. When a complaint is received of noise in the late evening, by the time staff receives the complaint they are not in a position to act. They are not able to verify that a violation occurred when they go to the site the following day.

Another challenge is that, as drafted, the Ordinance contains inherently difficult to enforce supervisions that either lacked clarity. Worse, staff doesn't have the tools to verify a violation. That motivated them in providing clarity in the ordinance where it was not clear and to simplify where necessary for easier interpretation.

He indicated when Ms. Paez started work on the amendments and presented it to the City Attorney's office, a comment was made that the Ordinance, as drafted, was very vague. That kicked off the question, before they went into public comment of, what is your opinion on areas of weakness and do the amendments address them? He thought one area of weakness is the drafting of the current ordinance. They have made significant strides with the proposals to strengthen the areas that are difficult to enforce.

Director Isaacson said they have made important strides in the department in the past 18 months and did a good job aligning their human resources to their technological resources. They now have better tools, especially with the switch to the Inter-Gov Permitting System. They no longer have to manage the STR program by spreadsheet and the licensing program allows them to accept applications online or in person. They can be entered into the system and tracked year to year. The system also communicates with another platform that allows them to monitor the permitted and unpermitted short-term rentals. By comparing a list of both they get a clear picture of who is operating outside the lines. Now they are in a position to strengthen the Ordinance in regard to enforcement. The tools through the civil penalties system will make it significantly easier for them to enforce the STRs.

Commissioner Clow asked to clarify the statement that a permit has to be issued to a natural person. She asked if that meant that the person applying for the permit has to have their name on the permit, but the house could still be deeded in an LLC.

Ms. Paez said yes, the intent of the natural person provision is to ensure the permit is held in the name of an actual human, not a legal or business entity. A real property owned by an LLC would typically have an operating agreement that specifies managing members who have authority to sign documents on behalf of the LLC. The people with that authority could obtain the permit. The intent is to have a human identity for the permit, but it doesn't restrict the underlying manner in which the real property is owned.

Commissioner Clow thought she had heard comments of concern it was legal title.

Ms. Paez said a sentence could be added to clarify that.

Chair Hiatt asked Ms. Paez to work in the meantime on an appropriate sentence.

Ms. Paez confirmed it would be okay to have a concept, so she wouldn't lose track of the substantive discussion.

Chair Hiatt addressed Mr. Isaacson on the argument on the BCD. He didn't understand why they should be treated differently than hotels.

Director Isaacson wasn't sure that had been contemplated. He explained motivation behind one of the changes was to simplify the program rather than have to

make a distinction between permits and registrations. Staff thought STRs would be easier to administer, manage and enforce by having only one license/permit application for all STR operators.

Chair Hiatt said he still didn't understand why they shouldn't be treated that way if in the District and competing with the hotels.

Director Isaacson said the number of comments received indicate the area warrants additional consideration.

Mr. Berke explained the requirements for hotels are completely different in their regulations and fire codes than an STR. At the time the Ordinance was drafted there was a difference between a bed-and-breakfast, a hotel and an STR. The Code differentiates through definitions, not just the amount of days the person stays. Amenities are also considered such as meeting rooms and recreation centers to determine what districts the hotels are allowed.

Commissioner Faulkner thought that wouldn't even be feasible in more dense neighborhoods on the requirement for 75 feet between STRs. The houses are six feet from each other and there isn't enough distance between properties.

Director Isaacson explained the 75 feet is measured with their software, not from property lines, but from the center of the property. As written, no two adjoining properties could have STRs but what is unclear is if adjoining means side to side or rear to rear. That lacks clarity and has been a challenge for staff to determine what properties are eligible for STR permits based on the existing permits. This is a clearer more precise way to quickly analyze proximity and density of the existing permits in any neighborhood.

Commissioner Faulkner asked if the 75 feet is from permits owned by the same person or between permits, period.

Director Isaacson replied 75 feet between permits. Applicants under the new system with exiting permits do not have to give up permits, even if they violate the 75 feet rule. But applicants who apply in the future may not be eligible if within 75 feet of a property holding a permit shown in the system.

Commissioner Faulkner said that would eliminate the ability for anyone in a dense neighborhood to have an STR. Her property is not 75 feet wide.

Director Isaacson agreed if her neighbor has a permit, she may not be eligible.

Commissioner Faulkner said that would exclude a massive amount of people who could have benefited from this in their retirement.

Director Isaacson said this is a way to express an existing provision in Code that is easier for staff to interpret.

Commissioner Faulkner asked if there is a way to specify restrictions of an area based on density and zoning. The 75-foot rule is very prohibitive regarding density. In Tierra Contenta or Las Solaras less than one person per 7-10 houses could have an STR.

Director Isaacson explained they ran an analysis and found applying the existing STRs to the existing permit holders affects roughly 125-140 existing permits. This is not as restrictive, but it is restrictive, intentionally. This was partly an approach to try to reduce the intensity and concentration of STRs in residential areas.

Commissioner Faulkner asked what areas of the City were facing that problem.

Director Isaacson replied that analysis confirmed their suspicions. The densest areas for short-term rentals are in the BCD and neighborhoods immediately adjacent.

Commissioner Faulkner asked why not just address those neighborhoods more stringently.

Chair Hiatt asked to interrupt. He noted that everyone on the Commission has the opportunity to amend and Commissioner Faulkner could provide specific limitations in a motion. He noted there were others that wanted to speak, and they could return to this issue.

Commissioner Sategna in trying to understand the one STR per natural person limitation, asked when married if each individual could own an STR.

Ms. Paez replied yes, one permit per human.

Commissioner Sategna clarified that a married couple could actually own two properties and be within the law.

Ms. Paez said it could be argued that way as community property.

Commissioner Sategna noted that given that; a single person doesn't have the same economic advantage as a married couple.

Ms. Paez replied that could be argued. There are a lot of benefits that tend to favor married couples, taxes and economics. This is not much different.

Commissioner Sategna asked if that was considered when this was being drafted and if staff believes it complies with the law.

Ms. Paez responded she hasn't come across anything that indicated the contrary. Other restrictions were looked at, such as restricting out-of-state owners. That type of limitation is problematic and raised potential issues with constitutional doctrines. She is unaware of a legal limitation treating one person the same as another, married or not.

Commissioner Sategna asked if they had also considered families that pass down property or in a trust where a family will benefit from the property. He asked if this Ordinance would impact that.

Ms. Paez said her understanding is a transfer of property ownership does not transfer an STR permit. She thought that was not allowed in the existing Ordinance. It is an ambiguity they want to clean up and in the current draft it is not allowed. The property has to be held by a natural person, which may have limited duration of ownership. To that point they could add language about transfers to allow the permit to be renewed and remain effective if it remains within the family. More precise limitations could be drafted, but none are in the current draft.

Commissioner Sategna said they have to consider consistency of the criteria with the General Plan. There is not a lot of detail how the changes meet that. The executive summary notes that the General Plan includes enhancing the quality of life for residents; fostering economic diversity; maintaining Santa Fe's unique personality; a sense of place and character; and preserving a community oriented downtown. Other issues raised in public comment were how this will impact small businesses.

He asked if there had been an economic impact study and details on how this met the criteria of consistency with the General Plan.

Director Isaacson said a main motivating factor in the revisions is the quality of life for residents. Several of the public comments today were on concerns for their neighborhoods, some centrally located. The sentiment is that the proliferation of STRs come at the expense of long-term rental units. The O'Donnell Report looked at issues around accessory dwelling units as well as short-term rentals. A connection was made between the proliferation of STRs and the decrease of the long-term rental units available, and the commencement increase in rents with LTR units. The report also connected the proliferation of STRs with the rising cost of housing. Ms. O'Donnell attributed roughly a 20% increase in average home prices directly caused by having more STR units.

Director Isaacson said comments were made tonight on economic diversity and that having LTR units on the market is important to the local workforce. They can see the vulnerabilities in local economy caused by relying solely on tourism for Santa Fe's economic base. More rental units on the market allows people in more diverse sectors of the economy to live, work and have families in Santa Fe. The City is more resilient to things like economic and health crises as currently experienced.

Commissioner Sategna thanked the Director for the additional information. He pointed out that an economic impact study has not been done on the changes.

Director Isaacson replied some decisions in preparation of the proposals have relied on the study by Ms. O'Donnell and informed these changes. But, he agreed, analysis on the changes themselves or the potential economic impact has not been done.

Commissioner Lawrence commented on Commissioner Faulkner's point on the 75 feet. She said she supports a radius and limitations on STRs and is often concerned about the possibility of STRs on multiple sides of her at one time. She wasn't sure 75 feet was the right number, but it is a good way to address the issue. She asked why one STR, opposed to two or three.

Director Isaacson thought that had come up in conversations and questions about primary residents. Limiting one STR to a natural person seemed a way to achieve the same outcome of limitation and move in that direction without going too far. Comments received over the last week may suggest that warrants further consideration.

Commissioner Lawrence asked if other ways were considered to limit the speculation, which clearly is the problem they need to solve.

Director Isaacson replied staff investigated the legality of restricting the permits to local residents, reducing the out-of-towners buying to use as STRs. That was decided as inappropriate. Returning to the question of why they are doing this, it is partly because the STR industry has evolved since the early 2000's and it has been a rapid evolution to now. Although this is more profound in larger cities, it is definitely happening in Santa Fe. One per natural person was a way to push back the trend and try to limit the growth. They wanted it to be more about the preservation of neighborhoods and the STR program to provide opportunities for people to supplement their income, but not as a big business. If STRs become big business, it will be at the detriment to many of their great neighborhoods.

Commissioner Lawrence thought the reasoning was sound, but was hesitant about having just one, opposed to two or three. She suggested increasing fees could obtain more funds from those renting STRs as a small business.

Director Isaacson said it is important that he declare he is not a short-term rental operator. Meetings like tonight are valuable because they receive input from people who are professional STR operators. He is happy with the level of interest, but they should keep in mind that often the operator/management companies operate STRs for private individuals. They manage the listings, do the rentals, etc., but the companies don't own the units and will not be impacted by these changes. He added there are various structures and he realizes he may have misspoken for some.

Commissioner Lawrence added that she also appreciated the public comments and has learned a lot.

Commissioner Clow referenced page 6, section D about a permit not being transferable to another person or property. She suggested clarification that a transfer to a trust for estate planning purposes is allowed. The reference specifically is when transfer is to another owner. Also, on page 12 section E, stating the 75-foot radius, *"shall be measured from the subject property boundary."* She would think that would be the edge of the property.

Director Isaacson replied that is correct, but the statement is inaccurate on how the 75 feet is interpreted.

Commissioner Clow noted she was confused about the exception of STR units that complies with the requirements of an accessory dwelling unit. She asked to clarify whether the 75-foot requirement is excluded.

Ms. Paez explained the Accessory Dwelling Unit Ordinance allows an STR on the property only if the owner resides in one of the units. The ADU Ordinance was written such that both units could not be STRs; for consistency, the STR Ordinance allows an owner who lives on site to rent out either the principal or accessory dwelling unit and excludes that owner from the density limitation. But if they want to rent an accessory or principal dwelling as STR, the owner must reside in one of the units. The nuance is similar to a permanent residency requirement because having an owner reside on the property mitigates damage to the character of the neighborhood. An application for an ADU in that circumstance would not prohibit a permit based on the 75-feet proximity rule.

Commissioner Clow confirmed the owner would be allowed to have an STR in that instance, even if within 75 feet of a neighbor who also has an STR.

Ms. Paez agreed. The ADU was written that both units could not be STRs for consistency, but this excludes the owner from the density limitation.

Commissioner Faulkner asked to clarify that the 75-foot requirement would not affect married couples.

Ms. Paez said the density limitation and the discussion of one per person could potentially impact families with more members. But they have more opportunities to have more permits as long as the permits are spread throughout town. If she and her husband and her daughter all wanted STR permits, they would have to find locations meeting the density requirement.

Director Isaacson thought the scenario described by Commissioner Faulkner may fall under the 75-foot exception rule Commissioner Clow referenced. The additional unit may likely be an accessory dwelling unit and would therefore be exempt.

Commissioner Faulkner asked how difficult it would be to enforce a larger radius instead of the 75-foot rule for one STR to another, using the number of homes within a specific radius, like a block.

Director Isaacson said that would not be as easy to enforce. Many of the amendments proposed are to simplify and eliminate having to do case by case analysis.

Ms. Paez explained problems with the existing proximity provision include the difficulty in defining "more than two adjacent STRs on a residential street", or "what is a residential street" or "what is a Santa Fe block." The City blocks don't look anything alike and it is difficult to apply a universal metric. They also discussed census blocks and tracts and Council Districts as potential quantifiable boundaries.

Commissioner Faulkner agreed each is different and each part of the City has a different matrix. Her thinking was to have a radius, such as 500 feet, in which no more than five STRs would be allowed.

Director Isaacson said that makes more sense, but the question is how to identify the center point of the 500-foot radius. The solution to the issue in other cities may not be one that could be easily applied in Santa Fe.

Commissioner Faulkner asked about a subdivision.

Director Isaacson said again it would be a situation requiring the application of a unique rule to a specific area of town that would have to be tracked or analyzed. They want to remove those unique aspects and have one rule that could be applied as consistently as possible that could determine eligibility.

Commissioner Faulkner said given the neighborhoods are diverse and different, she wasn't sure a blanket approach is the most equitable.

Director Isaacson said staff did a rough analysis on the existing permits on distances ranging from 25 up to 200 feet to find the best spot. In most places 75 feet seemed to work and aligned with areas where sentiment was that there was a concentration of too many STRs. It spoke directly to a policy objective and wouldn't negatively impact other parts of the City.

Commissioner Faulkner noted the intent is to grandfather the existing STR permits. The 75-feet restriction is mostly to ensure additional rentals could not go into areas with high STR rentals.

Director Isaacson explained it is twofold. It will immediately impact new permit applications but have a long-term effect in those areas as well. Through attrition, owners moving etc. the 75-foot rule will balance the neighborhoods and they will find equilibrium.

Chair Hiatt noted Richard Woodruff testified that the 75-foot rule could eliminate 75% of short-term rentals. He asked if that comported with what the Director observed.

Director Isaacson said Jennifer Fabian who helped put the proposals together also worked with GIS staff to analyze the properties. That assessment did not bear out the analysis. There is roughly 800 STRs in the City and the overlapping conflict of the 75-foot radius was about 125-140 of the current permits.

Commissioner Hogan said he appreciated the outline of the policy objectives and was glad the Ordinance was separated from the enforcement. He noted the numbers between the permitted and non-permitted STRs are nearly parallel, which points to enforcement being a significant issue. It would become more complicated to ensure the quality of STR management is maintained if the City doesn't have access. He supports enforcement and likes the idea of the penalty but suggests having a short period of amnesty for those who are noncompliant to be able to get permits.

Commissioner Hogan said he had more questions when it gets to making the changes. But he wondered how many issues they would hear if there were less illegal STRs. He noted the second point from the policy objectives, in the information the Commission was given says, *"Prevent speculation for purchasing multiple homes for the purpose of operating multiple short-term units, thereby, reducing the amount of long-term housing availability."*

Commissioner Hogan thought that seems intuitive, but he wasn't sure if it was factual. He and Alexandra Ladd have discussed that his impression, given the location of the majority of STRs, is they do not have a big impact on the long-term rental market. He asked if the Director could address and substantiate that.

Director Isaacson said he did not have the numbers with him, but agreed it seems intuitive with the fixed amount of housing. It is hard to say and is a one to one correlation. With the current health crisis and the State restriction of STRs operating at full occupancy, more than a handful of STRs have converted to long-term rental. They anticipate the trend to continue if the conditions continue; or a reversal of the trend if tourism increases the demand. One does impact the other.

Commissioner Hogan said it would be good to drill down on that more. Many would find that makes sense, but the action could negatively impact a lot of people financially. Including opportunities for locals to utilize their property to increase their family income. He suggested they get more hard data on that.

Director Isaacson noted some data is available in the O'Donnell Report about STRs as a percentage of housing, and the connection to the impact of STRs on affordable housing and housing prices overall. Also, the report references impact on the overall numbers of LTRs versus STRs and how the ratio fluctuated over the years and STR rentals have increased.

Commissioner Hogan said he couldn't help but wonder how the number would change if the number of illegal STRs were reduced. On the public safety, risk and quality of life it is implied that STRs have less maintenance and care and assumed they therefore become a blight on the neighborhood. He has seen the opposite. The property not viable for renovation in the historic downtown area was renovated. The reason it could be brought back to life is because a higher income could be expected from the STR. It is not necessarily a safe assumption that an STR will degrade the quality of the neighborhood and they are more sensitive to presentation and curb appeal. They advertise in an effort to attract people online.

He said another assumption is there is increase in traffic levels. When occupied full-time the person would make numerous trips in and out. Occupancy with an STR is more restricted because occupancy is cut by 50%, which would be less traffic than the average homeowner.

Director Isaacson pointed out nothing in the proposed revisions restricts occupancy and it remains the same as the existing Ordinance. Earlier his reference was the occupancy description that was related to the public health order issued. The order placed occupancy restrictions on STRs during the health crisis.

Commissioner Hogan asked if the discussion in the packet on the limit of one rental per seven days, is a response to the virus or if it is the existing condition.

Director Isaacson replied it is the existing condition and will carry through to the new version of the Ordinance. His reference was to recent restrictions of 50% occupancy for hotels and lodging in the State.

Commissioner Hogan said he didn't hear a lot of good public testimony and examples of direct testimony of how the quality of life has diminished, other than comments about losing their neighborhoods.

Commissioner Sategna asked on public comment referencing a petition with 700 signatures that favors exempting the BCD, has that been considered and if not, why not. He asked if that action is consistent with other policies adopted by the Governing Body.

Director Isaacson replied based on feedback received, questions regarding the proposed changes in the BCD probably warrant further consideration.

Commissioner Sategna asked if correct that the 800 permits already issued would be grandfathered and 80% of the existing permits would not be impacted by the new amendments. He was told that was correct.

Commissioner Sategna noted the amendments would only apply to 200 future properties and appears applications are already in place for those.

Director Isaacson replied currently not more than a handful of applications are pending.

Commissioner Sategna thought empowering the City to address the issues and enforce the laws was great. He liked that it is separate from other amendments but asked how they really help. They only apply to 20% of the applicants, and 80% are not impacted.

Director Isaacson explained it goes back to his discussion with Commissioner Faulkner. Initially 200 more permits can be issued before reaching the cap, but over time the existing permits will expire. The new applicants will be subject to the new provisions of the Ordinance and they will see a small impact at first. Over time the landscape of STRs will become more in line with the new Ordinance.

Commissioner Sategna said back to the matter on pass-through entities, family trusts; there might be loopholes. He supports a family being able to pass their property down but is concerned about an entire family having the ability to use that opportunity in the Ordinance. He asked that staff consider that while 800 homes will not be impacted currently and some will fall off, they should consider the loopholes and the impact of that.

Commissioner Gutierrez said the Commission was bombarded with additional correspondence and this is the first time the amendments have been heard. He asked if there would be other opportunities for the public to talk with staff on the changes.

Director Isaacson said this is the first time these specific policy proposals have been shared for public comment. There is a steady stream of feedback on the direct strengths and weaknesses of the Ordinance that has informed the policy shaping. And there will be plenty of opportunity for the public to weigh in on the revisions and shape the final Ordinances.

Ms. Paez added this has been driven by the elected policy makers who all have strong thoughts about amending the Ordinance. Limitations on moving this forward were due to the inability to meet with the public without violating the Open Meetings Act and quorum issues. The decision was to get something introduced and receive targeted input such as tonight. She thanked everyone for their help. It is a work in progress and has to go through the legislative process. They will consider the amendments and the input received throughout the summer.

Commissioner Gutierrez noted that it would be up to the chairman of each committee as this goes through the process, whether there will be public comment.

Ms. Paez said that is her understanding. There is a lot of interest and she anticipates the committees will want to hear the public comments. She plans to forward all of the written public comments on the record from this hearing. There are also people emailing City Council directly.

Commissioner Gutierrez said like an ENN, some issues can be hammered out before going to committees or the Governing Body. He was confused why the STR seven-day, one stay limitation was included in the proposed regulatory approach. He asked if that had changed.

Ms. Paez explained they highlighted some things they would keep, including the limit of 1000 permits. Potentially there is some ambiguity in the existing Ordinance about whether the one stay per every seven days limitation applies to non-residentially zoned properties. She explained it is an existing provision that is not expressly limited to residential properties. As she reads it, it is general and applied Citywide, but it could be argued either way. At a minimum they want to clean up the language and be very clear on the intent and rules.

Director Isaacson pointed out prior to the new technology, that provision had been almost impossible to enforce. Though they are not in a position to be proactive, if more than one rental occurs, they can now confidently verify that and pursue enforcement.

Commissioner Gutierrez clarified that when the Director says *technology* the reference is to the host platforms that will notify them.

Director Isaacson said one is the permitting system, Inter-Government, which helps throughout Land-Use and with the STR enforcement and applications. The other is Host Compliance, a platform monitoring service that provides data on all STR activity.

Commissioner Gutierrez asked the Director to pick one of the biggest problems with the STR Ordinance and how the issue is addressed, opposed to what the Commission has before them.

Director Isaacson replied one of the toughest and most confusing is the adjacency provision language. It continues to cause problems because of the number of variations; is it a private drive, a residential street, how do you define adjoining, etc. Some would argue adjoining is across the street or back door to back door. That causes frustration and has led to inconsistent permitting.

Director Isaacson stated that per the comments, they have not done a good job

cracking down on the STR units that have no permits. That impacts quality of life as well as loss of revenue to the City and is important they get a handle on that. They have the staff and technology, but they need an ordinance that is easy to understand and enforce. Those three things will enable the City to be more effective in managing the STR program.

Commissioner Gutierrez asked what other cities comparable to Santa Fe were looked at and what was the biggest take-away.

Director Isaacson said other cities with larger short-term rental programs that were looked at and were comparable in size: Charleston, SC because they are always neck and neck in the Top Tourist Destination for Historic. Also, they looked at larger cities like Austin, Boulder, San Francisco, Denver, and Boston for trends in the industry. Some cities have canceled their STR program altogether, but two consistent approaches were a primary residence versus limiting the number of permits per person. Staff chose to limit the number of permits.

Commissioner Gutierrez asked if Director Isaacson was comfortable that the 75 feet rule would work best for Santa Fe.

Director Isaacson said he was comfortable with the recommendations. The 75 feet is a workable distance; 50 feet didn't work and over 100 feet wasn't workable either. Staff felt the 75 feet would achieve their goals without drastically impacting the existing STRs.

Chair Hiatt indicated that Alexandra Ladd had signed back on to address Commissioner Hogan's question.

Mr. Berke asked to first clarify the discussion on the adjacency issue. That was not recommended by staff, as stated. The recommendation came from Councilors who included that provision as an amendment to proposals. He recalled the intent at the time was that the streets would not be inundated with short-term rentals.

Commissioner Hogan thanked Ms. Ladd for returning to the meeting. He asked her about the idea that an increase in short term rentals results in problems because it reduces the amount of long-term housing availablity. He thought that seemed intuitive and recalled they had discussed it briefly. He was surprised now to hear it was not as big an impact. He asked if she could elaborate.

Ms. Ladd said there is not years of study, but research has shown in other communities there is a tipping point where the number of STRs impact the market. Santa Fe is probably not there yet but certain neighborhoods do have a higher share of STRs. It was possibly because those neighborhoods did not offer a lot of affordability due to their location or they were higher-end homes. She thought it likely that the initial purchase of a home had created more of the impact on raising the values rather than the use of the home for STR that affected rent affordability or rental units available.

Commissioner Clow referenced page 5, *Short-term rental units located in a development containing resort facilities...* She noted the statement had been deleted. She asked to confirm that had been the exception to requiring a permit for an STR.

Ms. Paez explained the existing Ordinance has two categories: the Permit and the Registration category. The registration category is any short-term rental on a non-residentially owned property. Residentially owned property has a list of zoning districts as defined in the definitions and is mostly residentials.

Pursuant to the registration category, the two categories were non-residentially zoned including BCD and Commercial Districts and developments that contain resort facilities. Two of the resort facility communities came into the City through annexation with Special Use Permits for the County. They were built on that business model and that was justification not to subject them to the permit limitations and adjacency requirements. In review, they noticed there are only 3 registered STRs in that category. The sponsors found no reason to include them.

Commissioner Clow asked going forward if those units would have to be permitted, opposed to just registered.

Ms. Paez agreed the existing requirements subject them to being like any STR unit unless they are grandfathered.

Commissioner Clow referenced page 17, Preexisting Permits. She asked if the units in the development have permits or if they were just registered.

Ms. Paez said the Commissioner is pointing out a definite drafting error at the top of page 17.

Commissioner Clow verified it should say *short-term rental permits and registrations held at the time of the Ordinance amendment.*

Ms. Paez said that was correct. She thought this draft had included that and the intent was to convert those.

Commissioner Clow asked if the amendment had to be addressed tonight. It is complicated and she preferred their comments be noted and come back after edits. She said it was good to explore the changes and hear the public comments, but she preferred this come back after it is fine-tuned. She wanted others to hear the changes and get additional comments before making a decision.

Chair Hiatt agreed with Commissioner Clow's point of view. He said he would come back to that after hearing all of the Commissioners comments.

Commissioner Hogan had a point on the BCD. He thought the BCD is very unique given the part of town, income, the number of tourists it attracts and the percentage of turnover. He suggested it should be treated separately.

Director Isaacson agreed that was consistent with feedback from the public and it may warrant further consideration.

Commissioner Sategna asked if Chair Hiatt would entertain a motion.

Chair Hiatt said they were getting close to wrapping up comments.

Commissioner Faulkner agreed with Commissioner Hogan but couldn't step away from the 75-feet radius as the only solution for every part of town. She wouldn't be comfortable voting without trying to amend that in some way.

Commissioner Faulkner said she was trying to be helpful and offer solutions but couldn't understand why they don't apply the 75-foot rule in the areas where there are problems. If it becomes a problem in another part of town they will have a mechanism to activate the 75-foot radius. She agreed there was a lot to consider.

Chair Hiatt confirmed with Ms. Paez recommendation could be to postpone to a date certain.

Ms. Paez said if the Commission could supply input it would be helpful. If further exploration was warranted it possibly could be amended as it goes through the committee process. Then this could be brought back to the Commission.

Chair Hiatt asked why they would go through the process if there is opportunity now to provide input, and then have revisions come back to them. He was concerned because he hadn't read all of the public comments. He heard public comments today that he knows have not been addressed and there are important comments that haven't been answered. He wasn't sure they had been through all of them. He thought this was too quick for him.

He asked if they could keep the amendments here before sending to other committees.

Ms. Paez explained the sponsors are interested in taking it to the additional committee meetings which have been scheduled. They would want to proceed. She offered to forward the request. She noted it would not preclude the Commission from postponing and making a recommendation. Per Code, this would not go to the Governing Body without the Commission's recommendation. She agreed it would be fair for them

to take more time to digest the proposal and the input received.

Ms. Paez indicated she had written a couple of sentences of clarification requested by Commissioners. On clarifying subject property: *"If the subject property is owned by an organization or a legal or business entity, the permit must be held in the name of a person with legal authority to act on behalf of that organization or entity."* That language clarifies that the property could be held by a business or legal entity.

Ms. Paez added in terms of transfer, transferring into an entity, "*This subparagraph does not preclude a permit holder from transferring ownership of the subject property into ownership by an organization or a legal or business entity, provided however, that the permit holder must have legal authority to act on behalf of the organization or entity that owns the property."* She said something could be added that specifies the property title in a person's name could be transferred into a trust, and the owner could maintain their permit as trustee.

Commissioner Clow thought it really applies to whether a legitimate transfer to a different person/entity could apply upon death, if gifted to a trust, or if a person dies and goes through an estate. That is a legitimate transfer that requires a new deed and taxes to be paid. Those are the issues that should be looked into.

She explained if transferred to an entity, 100% owned by the original owner, that is not really a transfer. A transfer is if legally transferred to a different owner, and a gift where gift tax is due, or a transfer to a different entity. She noted comments by Commissioner Sategna of whether there is an exception and if family members should be able to gift to their children and the children retain the permit, are issues to look into further. But they are two separate issues.

Commissioner Clow continued that the two issues, the kind of transfer it is and if a new owner, should be addressed. In addition to whether there should be exceptions to a transfer that allow the permit to be transferred.

Ms. Paez said she hoped Commissioner Clow could render some proposed language.

Mr. Berke thought it beneficial to look at STR permits being transferable in general. He wasn't sure they were.

Ms. Paez informed him they are not transferable but can be held by a business entity which makes them more durable. The persons involved might change and the business entity owning the permit could remain the same. Eliminating the ability to hold a permit by a legal or business entity will preclude turnover of the ownership structure.

Commissioner Clow noted that many people do irrevocable trusts because they don't want a probate. They own a house in their name but retitle it in an irrevocable trust so it passes without probate and that should be excluded. The big issue is when there is a real transfer with new owners.

Director Isaacson explained the intent is for permits to expire at that point. The process was discussed in different contexts and that is how they will slowly implement the new regulation. The permits would expire over time with the transfer of property. The new owner would have to apply and is subject to the new permitting rules. That should remain intact as a critical part of the implementation.

Commissioner Clow agreed but noted the issue raised by Commissioner Sategna whether there should be family exceptions to the transfer.

Chair Hiatt asked Ms. Paez when this would return to the Commission before going to the Governing Body.

Ms. Paez thought it would be either the second meeting in July or the first meeting in August; most likely July.

Mr. Berke also thought the second meeting in July.

Director Isaacson explained they are reviewing the Land Use Development Fee schedule and it would come before the Planning Commission for review. The timeliness of the fee schedule relates to the Land Use operational budget proposal.

Ms. Paez noted it was seen before by the Commission with Carol Johnson.

Chair Hiatt asked if it was necessary for the Governing Body to hear from the Commission at that time. He wouldn't be opposed to both on the same schedule.

Director Isaacson said the timing for the second meeting of July is important. He noted the fee schedule isn't significantly different than last year.

Chair Hiatt said if they receive the draft ordinance by the second meeting in July, and the fees were in the same meeting, he suggests they not hold a public hearing. He asked if that would be acceptable.

Ms. Paez said the motion to postpone should include whether or not the Commission would hear public comment. She thought it might be useful to continue receiving written public comments with a specific deadline before the meeting.

Commission Discussion

MOTION: Commissioner Clow moved to postpone the recommendation on the ordinances until the second meeting in July, at which time there would be no public hearing, but written comments are encouraged to be received by the deadline, a week prior to the meeting. Commissioner Faulkner seconded the motion for both ordinances.

Commissioner Sategna said he suggested exceptions be considered for family pass-through entities. He understood the current proposed amendments already have exceptions through an LLC. He asked Ms. Paez for clarification if people could own multiple properties through an LLC.

Ms. Paez explained the existing draft legislation would preclude that. Any type of ownership transfer would result in the termination of the existing permit. Commissioners could add a friendly amendment or rely on staff, but there is no loophole for that in the draft.

Commissioner Sategna said he still favors exceptions.

Chair Hiatt asked to confirm that if the motion is successful it would not preclude any of the Commissioners contacting Ms. Paez or staff to provide more feedback.

Ms. Paez replied they would be happy to receive feedback. The sponsors are also considering input and amendments before the draft is published.

Chair Hiatt confirmed that Commissioner Clow's motion referred to both item 2 and item 3 and Commissioner Faulkner was aware of that.

Commissioners Clow and Faulkner confirmed that was their understanding.

Director Isaacson asked Ms. Paez if the draft could still move forward to the Governing Body committees if postponed tonight.

Ms. Paez said she wasn't aware of any legal limitation. The Code states there must be a recommendation from the Planning Commission, but the practice is to send legislation to committees. The Commission could include a request in their recommendation to hold this back from review by other committees at this time. She noted staff recommends this stay on schedule with the other committees to keep momentum and to have discussion in other venues.

Director Isaacson thought it important to use the committee's public hearings for the public to participate and provide input. He didn't want to stop the momentum for other committees to also have this type of conversation. He hoped this could still move forward to other committees.

Chair Hiatt said that was his intent.

Commissioner Faulkner asked if they could postpone but include a recommendation requesting the chairs of the committees allow public comment.

Chair Hiatt suggested the Commission just stay in their lane. The other committees will know this is an issue that will have tremendous feedback.

Chair Hiatt said he wanted to be sure everyone has opportunity to hear feedback and that the sponsors receive that feedback. Then the Planning Commission could give the sponsors their best in regard to the recommendation and language. He was looking forward to getting this draft back from the other committees.

Director Isaacson noted the Governing Body committed to the Ordinance revision going through all three Governing Body committees. That shows their interest in getting the draft in front of as many people as possible.

Commissioner Gutierrez repeated that the motion would not have public comment except the written comments. He asked if possible since other committees could decide whether to have public comment, to ask staff to set up a meeting for public feedback. Staff could report back to the Commission on the results.

Chair Hiatt asked if Commissioner Gutierrez was concerned it would stifle public comment by the Planning Commission not having a public hearing in July.

Commissioner Gutierrez replied there are three committees where public comment depends on the chair meaning there is only public comment at the Governing Body level. And they don't know if the other committees will open their meeting to comments.

Chair Hiatt pointed out written comment is requested before the draft comes back to the Commission. That provides opportunity for the public to focus on the changes or something they may have missed.

Commissioner Gutierrez noted there is no interaction with written comment.

He wanted a meeting of some sort with Land Use staff and the public who want to comment.

Chair Hiatt stated the motion limits public comment to written comments. Commissioner Gutierrez would like to ask Land-Use staff if they would consider a meeting with the general public.

Director Isaacson said he is reluctant for several reasons, one because of workload and capacity challenges. Secondly, the circumstances they find themselves in and the challenge of holding a public meeting over Zoom and the efficacy of that. If they could make the request contingent on what happens at the committee meetings, if all three committees hold public comment, the meeting hosted by Land Use may not be necessary.

Chair Hiatt asked if Commissioner Clow would remove public comments from the motion and allow the chair to make that decision.

Ms. Paez suggested the motion specify one way or the other.

Commissioner Clow said for her, listening to someone for two minutes and then cutting them off really doesn't provide a lot. Written comments are much better if everyone reads them and they give more details. She envisions the next meeting as brainstorming and doesn't want to take time for a two-minute public comment.

VOTE: The motion was approved by unanimous roll call vote with Commissioners Clow, Faulkner, Hogan, Gutierrez, Lawrence and Sategna voting in favor and none voting in against.

G. STAFF COMMUNICATIONS

Mr. Berke thanked everyone for their participation and good comments.

Director Isaacson agreed with Mr. Berke. He too appreciated the conversation and good public input. He will keep Chair Hiatt informed on the progress through the committees. He noted that staff will receive several applications and be very busy through July and August.

Ms. Paez added she would work with Director Isaacson to communicate suggestions from the meeting on areas that warrant further consideration. She took notes and thought it important to communicate the highlights of the discussion, especially to City Council. She offered to run what she captured of the discussion by Chair Hiatt and circulate that to the full Commission. Commissioners could contact her directly with their specific comments or anything she missed.

Chair Hiatt said he definitely wanted to see those.

Director Isaacson offered to work with his team to get the numbers for the data driven questions and have them available at the next meeting.

H. MATTERS FROM THE COMMISSION

Chair Hiatt said he received a communication about the Land Use budget issue that he will pass on to staff.

He noted that Commissioner Faulkner had drafted a letter to the Governing Body, and he will postpone the discussion until the next meeting.

Commissioner Gutierrez thanked staff for their work. He asked that they pay attention to the deadline date on the emails for the written comments, and stick to the deadline to allow the Commissioners time to process the comments.

Commissioner Faulkner asked if the letter from the Commission had to be postponed or could it be circulated and sent by the Chair.

Chair Hiatt thought it had to come before the Commission in an open meeting.

Ms. Paez agreed.

I. ADJOURNMENT

Adjourned at 10:06 pm.

Submitted by:

Melissa D. Byers

Melissa D. Byers, Stenographer for
Byers Organizational Support Services

Approved by:

John B. Hiatt

John B. Hiatt, Chair

ATTACHMENT
5
Planning Commission Memo Dated
June 24, 2020

City of Santa Fe, New Mexico

memo

Date: June 24, 2020

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

From: Members of the Planning Commission

Via: Sally A. Paez, Assistant City Attorney

Subject: Proposed Amendments to Short-term Rental Ordinance and Land Use Code Enforcement Ordinance

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On Thursday, June 18, 2020, the Planning Commission held a public hearing on proposed amendments to the Short-term Rental (STR) Ordinance, Santa Fe City Code (SFCC) Section 14-6.2(A)(5)-(6), (8); and the Land Use Code Enforcement Ordinance, SFCC Section 14-11.4. Under the SFCC, proposed amendments to the text of Chapter 14 must be submitted to the Commission for review and recommendation at a public hearing, and the Governing Body must review the Commission's recommendations and any public comments received prior to taking final action on the legislation. SFCC § 14-3.3(A)(4).

The Planning Commission received a large volume of public comment on these proposals. Staff distributed written public comments from twenty-four 24 people to the Commission, including many comments received after the formal deadline. Additionally, twenty-nine (29) members of the public spoke at the public hearing.

The Planning Commission discussed the draft legislation at length but ultimately postponed a decision on a recommendation due to the extent of the proposed substantive changes and the high volume of public comment received. The Commission will finalize its recommendation at its July 16, 2020 meeting and will consider additional written public comments received by July 9, 2020. The Commission does not plan to accept additional live comment at the July 16, 2020 hearing.

Meanwhile, the Planning Commission understands that other City committees will be considering the proposed legislation at upcoming meetings. The

Commission offers the following input and suggestions made by individual Commissioners at the June 18, 2020 meeting for consideration by these other committees. These suggestions refer to the page and line numbers of the draft legislation considered at the June 18, 2020 hearing.

- **Global:** The draft legislation would remove the current distinction between STR units on residentially zoned property, which are subject to the permit limits, and STR units on non-residentially zoned property (including the Business Capital District, "BCD") and resort property, which must be registered but are not subject to the permit limits. Suggest that this aspect of the proposal warrants further consideration and should perhaps be withdrawn.
- **Page 4, lines 19-21**: This provision states that one purpose of the legislation is to prevent the reduction of long-term housing availability. Suggest further review of whether the assumptions underlying this provision are accurate, perhaps through further consultation with Alexandra Ladd.
- **Page 5, line 25, to page 6, line 1:** This provision states that the land use director shall issue permits only to "natural persons." Suggest clarifying that although a permit must be held in the name of a natural person, the subject property can be owned by a legal or business entity, such as a trust or LLC. For example, suggest adding language as follows: "If the subject property is owned by a legal or business entity, the permit must be held in the name of any person with legal authority to act on behalf of that entity. The fact that a permit must be issued to a natural person does not mean that the property cannot be titled in such entities as a revocable trust, an LLC, or a corporation." In addition, the limitation of one permit per natural person may warrant further consideration, especially if there is not a distinction between STRs on residentially zoned and non-residentially zoned property.
- **Page 6, lines 6-11:** This provision states that a permit is not transferrable. Suggest considering whether there should be exceptions to this rule. For example, suggest adding the following language: "A transfer that does not result in new ownership of the property, such as a transfer to the owner's revocable trust for estate planning purposes or a transfer to an LLC where there is no change in the ownership interest in the property, does not constitute a transfer for purposes of this subparagraph."
- **Page 7, lines 3-5:** This provision states that an STR unit cannot be rented more than once in a 7-day period. Suggest further consideration of whether this should apply to an STR unit on non-residentially zoned property.
- **Page 12, lines 5-10:** This provision states that a permit shall not be issued for a new STR unit on residentially zoned property if there is already a permitted STR unit within 75'. Suggest the following: (1) consider whether this rule is appropriate for all parts of the city, or whether there should be a different rule (perhaps no proximity limitation) in areas

or council districts where there is not a problem with STR density; (2) suggest further review of whether 75' is the appropriate radius; and (3) suggest further review of whether the 75' radius should be measured from the applicant's property boundary (as set forth in the draft) or whether it should be measured from the center of the parcel, as determined by the city's GIS program (which was used when analyzing the effect of this provision).

- **Page 17, pages 6-11:** Suggest revising the "grandfather" provision to clarify that an STR with an existing registration shall be considered to have a valid permit under the new regulations and that the permit may be timely renewed as long as it is not revoked due to non-compliance.
- **Section 14-11.4, Global:** A large amount of public comment focused on the ability to provide oversight and enforce the regulations. Suggest reviewing to ensure that these changes will be enforceable with city staff resources.

ATTACHMENT
6
Summary
Public Comments
1st Draft STR Bill

City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909
www.santafenm.gov

Alan Webber, Mayor

Councilors:
Signe I. Lindell, Mayor Pro Tem, District 1
Renee Villarreal, District 1
Michael J. Garcia, District 2
Carol Romero-Wirth, District 2
Roman "Tiger" Abeyta, District 3
Chris Rivera, District 3
Jamie Cassutt-Sanchez, District 4
JoAnne Vigil Coppler, District 4

TO: **Planning Commission, Finance Committee, Public Utilities/Public Works Committee, Quality of Life Committee, Governing Body**

FROM: **Assistant City Attorney Sally Paez (sapaez@santafenm.gov, 955-6501)**

DATE: **October 15, 2020**

RE: **Summary of Public Comments Received on 1st Draft Short Term Rental Bill and How the City Has Responded or Proposes to Respond**

*This summary provides a broad, general overview of input received (including written submissions and oral public comment at the Planning Commission). This chart does not provide details about each specific comment. Please refer to full comments submitted for an accurate statement of each commenter's concerns.

	Public Comments & Suggestions	Commenter(s)	How the City Has Responded or Proposes to Respond
1	**General concern about taxes & fees:** Importance of generation, collection, and use.	Michael John Blackwell Paul DeDomenico Preston Ellsworth Two Casitas	• The Bill would adopt new recording keeping and reporting requirements for owners and host platforms. • The City has entered into Voluntary Tax Collection Agreements with Host Platforms. • Failure to collect and pay taxes is subject to enforcement action.
2	**General concern about enforcement:** Need to enforce existing rules.	Stefanie Beninato Marc Bertram Charles Burkhardt Paul DeDomenico Germaine Gomez	• The proposed amendments are intended to clarify existing rules, make the ordinance easier to administer, and facilitate enforcement. • Amendments (adopted August 12, 2020) to the enforcement

		Karen Heldmeyer (Neighborhood Network) Robert Hilgendorf Frances Maier Two Casitas	ordinance, SFCC Section 14-11, allow civil fines, permit revocation, and/or 1-year application waiting period for violators. • The City is under contract with Host Compliance, which assists the City in collecting data about listings. • The 2nd Draft of the Bill would include a provision that requires a host platform to remove invalid listings upon notice from the City that the listing does not comply with the City's ordinance.
3	**General concern about legislative process:** Community members & stakeholders need additional time to review proposed amendments; public health emergency (and use of Zoom virtual meeting platform) makes this a bad time to adopt changes; City should conduct economic impact study; existing permit holders should receive notice of proposed legislation.	Irene P. Ayala Paul DeDomenico Susan Orth (SF Ass. of Realtors) Sara & Dave Singleton Jon B. Tucker Richard A. Woodruff	• Introduction of 1st Draft of the Bill and preliminary public hearing before the Planning Commission generated significant public input, in addition to feedback from the Planning Commission. • The May 2019 Kelly O'Donnell report provided a basis for the need to adopt changes, which are driven by an array of policy objectives, including but not limited to economic concerns. • Bill sponsors have taken additional time to consider input on 1st Draft of Bill. • Bill sponsors met with stakeholders and constituents, and created a 2nd Draft of the Bill in response to input received. • There will be more opportunities for public engagement. The 2nd Draft of the Bill will be considered at public hearings before the Planning Commission and the Governing Body. The Bill will also be considered by three of the City's standing committees.
4	**General concern about stated purpose and intent**: No data supporting idea that STR causes	Gregg Bovee Planning Commission Two Casitas	• Other commenters support the proposal specifically because they do believe that it will protect residential neighborhoods from

	traffic, noise and nuisances; or decreases affordable long-term housing.		these types of concerns and advance availability of long-term housing.
5	**Suggestion:** Adopt a primary residency requirement (owner cannot obtain STR permit unless the unit is their primary residence)	Nancy Bookbinder Karen Heldmeyer (Neighborhood Network) Patricia Lillis Elizabeth West	• Bill sponsors have considered this suggestion and have concluded this requirement is not the best fit for Santa Fe at this time. • The proposal includes other means intended to address the same underlying concerns, such as permit limits and proximity limitations for STR units that are not operated in compliance with the City's ADU ordinance.
6	**Suggestion:** Only locals should be allowed to obtain STR permits.	Janet Williams	• Such a provision could be challenged as unconstitutional under the privileges and immunities clause of 14th amendment and the dormant commerce clause.
7	**Suggestion:** Allow anonymous complaints about STR units.	Karen Heldmeyer (Neighborhood Network) Patricia Lillis Elizabeth West	• Neither the current ordinance nor the proposed changes preclude anonymous complaints, but such complaints may not provide an adequate evidentiary basis for taking enforcement action and proving a code violation. The most effective way to report a problem is to use the CRM system on the Constituent Services webpage.
8	**Suggestion**: Keep rules as clear and simple as possible to facilitate enforcement.	Elizabeth West	• The proposed amendments are intended to clarify existing rules, make the ordinance easier to administer, and facilitate enforcement.
9	**General Opposition:** Real problem is lack of enforcement; amendments will hurt tourism, economy, tax revenues, and competition; amendments will prevent investment and the	Rebecca Anderson Cindy Atanasoff Cheryl Benard Marc Bertram Tai Bixby Amy Bobrick Charles Burkhardt Paul DeDomenico	• Many of the proposed amendments are intended to clarify the existing ordinance. • The City recently amended the enforcement ordinance to add new enforcement tools. • The 2nd Draft of the Bill would retain the existing distinction between residential and non-

	revitalization and maintenance of properties; amendments protect hotels to detriment of local business; no evidence that adopting more restrictions on STR will increase supply of long-term housing.	Germaine Gomez Steve Harris Robert Hilgendorf Lodgers Association Frances Maier Paula Moya Marilyn Proctor Karen Kolbert Richelli Marvin Schrager Ron & Myrna Simon Karl Hans Sommer Jon B. Tucker Two Casitas Richard A. Woodruff Robert Zilinski	residential zoning, which should alleviate some concerns about impacts on tourism and the economy while furthering the goal of protecting residential neighborhoods.
10	**General Support:** Proposal will protect residential neighborhoods and advance long-term housing.	Stefanie Beninato Nancy Bookbinder Karen Heldmeyer (Neighborhood Network) Craig Lamb Cynthia Lamb Patricia Lillis Laura Post Jerry Richardson Mike Tankersley Janet Williams Barbara Yoffee	• The 2nd Draft of the Bill retains provisions intended to protect residential neighborhoods, including permit and proximity limitations. • The 2nd Draft of the Bill incorporates additional limitations on density for multiple-family dwelling units.
11	**Opposes proximity limitation, 75' radius:** Unworkable; hard to enforce; not fair; decreases home values; will prevent existing STRs from obtaining new permit if ownership transferred; will decrease number of STRs below the 1000 permit cap; should be revisited after development of publicly-available maps; suggestion to retain existing density limitation.	Stefanie Beninato Myra Canterbury Karen Heldmeyer (Neighborhood Network) Susan Orth (SF Ass. of Realtors) Ron & Myrna Simon Richard A. Woodruff	• 2nd Draft of the Bill would adopt a 50' radius, instead of a 75' radius, to strike a more appropriate balance. • The existing proximity limitation has been difficult for City staff to interpret and administer. • The proposed proximity limitation can be easily measured and implemented using the City's GIS resources.

12	**Opposes proximity limitation, 25% for multi-family:** Request to clarify types of multi-family to which this applies; request to eliminate this and retain ability to get STR permit for this type of development (as long as this is allowed by HOA or Condo rules); suggestion that allowing any STR units in multi-family housing is detrimental to long-term housing availability and allows unfair competition with hotels.	Paul DeDomenico Lodgers Association Susan Orth (SF Ass. of Realtors)	• As defined in § 14-12.1, "multiple family dwelling," means "[a] residential building containing two or more dwelling units on one lot, or two or more detached principal units on one lot." • The 2nd Draft of the Bill would apply this limitation only to STR units on residentially zoned property and STR units within 200' of residentially zoned property. • The 2nd Draft of the Bill would also limit the total number of STR units within a single building to 12 units.
13	**Non-residentially zoned property:** BCD, Downtown area, other commercial areas that allow residential use (e.g. C-1) should not be subject to new limitations; provisions warrant further consideration.	Cindy Atanasoff Marc Bertram Charles Burkhardt Paul DeDomenico Andy Duettra Eric Enfield Germaine Gomez Robert Hilgendorf Bruce Kuehnle Lodgers Association David Mansure (petition w/ 704 names) Susan Orth (SF Ass. of Realtors) Planning Commission Karen Kolbert Richelli Victoria Rogers Tim Ryan	• The 2nd Draft of the Bill would apply permit limits only to STR units on residentially zoned property. • The 2nd Draft of the Bill would apply proximity limits only to STR units on or within 200' of a residentially zoned property (except the maximum of 12 STR units in a single building, which would apply City-wide). • The 2nd Draft of the Bill would apply the 1 rental per every 7 days rule only to STR units on residentially zoned property.
14	**Opposes "natural person" requirement:** Many STRs are owned by business or legal entities;	Marc Bertram Charles Burkhardt Paul DeDomenico Frances Maier	• The 2nd Draft of the Bill incorporates suggested revisions from the Planning Commission to clarify that property may be held

	limitation may be contrary to law (e.g., *Mecham* case).	Paula Moya Susan Orth (SF Ass. of Realtors) Karl Hans Sommer Mike Tankersley	by a business or legal entity and that the permit must be held by person with legal authority to act on behalf of the legal or business entity that owns the property. • *Mecham* case is distinguishable; that case dealt with a special use permit that ran with the property and required the owner to incur a large investment (tennis courts etc.). An STR permit is a license that runs with the owner, not the property.
15	**Supports 1 permit/natural person limitation:** Suggestion to go one step farther and allow only 1 permit/family.	Stefanie Beninato John M. Nye	• Difficult burden for City to define family for this purpose and to determine whether there is a permit held by a family member.
16	**Opposes 1 permit/person limitation:** Arbitrary; suggestions include 2-3 per owner or a limit on the number of permitted bedrooms/permittee.	Amy Bobrick Charles Burkhardt Paul DeDomenico Craig Lamb Paula Moya Paul Plunkett	• The Bill Sponsors propose that the 1 permit/person limitation strikes the appropriate balance for Santa Fe at this time.
17	**Supports 1000 permit limit**	Charles Burkhardt	• This limitation was adopted by Resolution and is currently in place. The legislation would adopt the existing limitation by ordinance.
18	**Opposes local operator requirement:** Not necessary; operators can be available and prevent problems without residing within City limits; suggestions include allow operator to reside within SF County or within 10, 20, or 25 miles (noting that a person in the county may be very close).	Charles Burkhardt Mike Henry (Campanilla Compound) Frances Maier Paula Moya Mike Tankersley	• The 2nd Draft of the Bill no longer requires the local operator to reside within City limits and would instead require that the operator must be able to be physically present at the STR unit within 1 hour of being contacted to address problems.
19	**Opposes 1/rental per every 7/days limitation**: Difficult to track and	Charles Burkhardt Paul DeDomenico	• Existing ordinance includes this general provision.

	enforce; should be withdrawn or not applied in non-residential areas/districts; suggestion to change to annual cap on rental days to allow more flexibility.	Mike Henry (Campanilla Compound) Patricia Lillis Susan Orth (SF Ass. of Realtors) Planning Commission	• The 2nd Draft of the Bill would remove this limitation for STR units on non-residentially zoned property, as suggested by the Planning Commission and others. • The 2nd Draft of the Bill would require an STR owner on residentially zoned property to keep records of rental dates and to provide records of rentals within the past year when filing a renewal application.
20	**Transfer of permits** – change in ownership should be allowed if underlying beneficial interest does not change; suggested change to address units that are comprised of multiple time-divided interests.	Mike Henry (Campanilla Compound) Planning Commission Susan Orth (SF Ass. of Realtors) Mike Tankersley	• The 2nd Draft of the Bill includes clarifying language proposed by the Planning Commission. • The 2nd Draft of the Bill would "grandfather in" units that are comprised of multiple time-divided interests and would allow such units to remain registered in subsequent years as long as they are in compliance with applicable rules, fees, and taxes.
21	**Private covenants:** Restrictions should be enforced	Denise Ramonas	• Although the City does not directly enforce covenants, the proposal requires an applicant to affirm in the application that the proposed STR unit would not violate private covenants, and the recently adopted amendments to the enforcement ordinance allow the City to revoke a permit if false information is submitted in the application.
22	**Inspections:** Opposes random inspections; supports fire inspections	Stefanie Beninato Marilyn Proctor	• The 2nd Draft of the Bill was revised and clarifies fire inspection requirements.
23	**Grandfather provision:** Should be clarified.	Frances Maier Susan Orth (SF Ass. of Realtors) Planning Commission Mike Tankersley	• The 2nd Draft of the Bill was revised in response to comments received.
24	**Grandfather Provision:** Adopt amortization period;	Nancy Bookbinder Patricia Lillis	• The Bill Sponsors have concluded that it is fair to allow existing STR

	grandfather existing permits for only 2 years.		permittees to continue to operate in compliance with applicable rules, fees, and taxes. • If the City did want to make new limitations retroactive through an amortization provision, the City would need to introduce evidence into the record at public hearings demonstrating that it is reasonable to do so based on the factors set forth in New Mexico law.
25	**Advertisements:** Should list a permit number, not a business license number.	Nancy Bookbinder, Patricia Lillis	• The 2nd Draft of the Bill was revised in response to comments received and would require either a permit or registration number (instead of business license number).
26	**Host Platform Requirements:** Request to amend provisions to avoid undue burden; suggestion that platforms cannot evaluate validity of permit; suggestion to add a "notice and take-down" provision.	Kristina Bennard (Expedia Group) Paul DeDomenico Toral Patel (Airbnb)	• The 2nd Draft of the Bill was revised in response to comments received. • The proposal now includes a "notice and take-down" provision, which requires a host platform to remove a listing upon notice from the City that the listing is invalid or does not comply with City rules. • The 2nd Draft of the Bill was revised to reduce reporting requirements to lessen the burden on host platforms while still obtaining information necessary to assist with enforcement.
27	**Insurance Requirement:** Why remove requirement for adequate insurance?	Rebecca Anderson John M. Nye	• The Bill Sponsors propose to remove this requirement because insurance is a private contract between the owner and the company. Retaining this provision would require the City to regulate a private agreement and determine the type and level of insurance that is adequate and appropriate. Retaining this provision would also impose an administrative burden of reviewing insurance documents at time of application.

28	**Notice Requirements:** Should not apply to STR on commercial property.	Paul DeDomenico	• Notice provisions are included in the existing ordinance. • The ordinance requires notice only to owners of residentially zoned property, not commercial property.
29	**Real Estate Disclosure:** Remove provision or retain existing provision.	Susan Orth (SF Ass. of Realtors)	• The 2nd Draft of the Bill was revised in response to comments received.

ATTACHMENT
7
Written Comments
1st Draft STR Bill

GURULE, GERALDINE A.

Subject: FW: Opposition to the proposed revisions to the City of Santa Fe's Short-Term Rental Ordinance.

From: Becky Anderson <rebeccapanderson@gmail.com>
Sent: Tuesday, June 16, 2020 10:44 AM
To: Mayors Office <mayor@santafenm.gov>; LINDELL, SIGNE I. <silindell@santafenm.gov>; VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov>; ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>; GARCIA, MICHAEL J. <mjgarcia@santafenm.gov>; ABEYTA, ROMAN R. <rrabeyta@santafenm.gov>; cmrivera@santafnm.gov; COPPLER, JOANNE V. <jvcoppler@santafenm.gov>; CASSUTT-SANCHEZ, JAMIE A. <jcsanchez@santafenm.gov>
Subject: Opposition to the proposed revisions to the City of Santa Fe's Short-Term Rental Ordinance.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Webber and Santa Fe City Councilors,

I am a resident of Santa Fe (born and raised) and I am writing this email to express my **opposition** to the proposed revisions to the City of Santa Fe's Short-Term Rental Ordinance.

I would also like to know more about the proposal, its rationale, and how the proposal was crafted. Local businesses are hurting - I fail to understand how this revision supports local businesses. It seems to me this revision simply protects the interests of Hilton, Charlestowne Hotels, and Heritage Hotels and Resorts, Inc. Also, why eliminate the requirement for adequate insurance or proof of insurance?

Thank you,
Rebecca Anderson

GURULE, GERALDINE A.

Subject: FW: Please: Stop the changes to the STRO within the BCD

From: Cindy Atanasoff <catanasoff@yahoo.com>
Sent: Tuesday, June 16, 2020 10:27 AM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>; Mayors Office <mayor@santafenm.gov>; VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov>; LINDELL, SIGNE I. <silindell@santafenm.gov>; GARCIA, MICHAEL J. <mjgarcia@santafenm.gov>; ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>; RIVERA, CHRISTOPHER M. <cmrivera@santafenm.gov>; ABEYTA, ROMAN R. <rrabeyta@santafenm.gov>; CASSUTT-SANCHEZ, JAMIE A. <jcsanchez@santafenm.gov>; COPPLER, JOANNE V. <jvcoppler@santafenm.gov>
Subject: Please: Stop the changes to the STRO within the BCD

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Mayor, City Council Members, Planning Commission;

I am shocked! I never imagined a city could so drastically change the ordinances in a way that defies logic. You are suddenly changing fundamental rules of commerce in a business district. Why?

Who benefits from this change? There are no 'residences' impacted by downtown Short Term Rentals. How exactly will you reconcile the 1000 limit of residential STR permits allowed versus the current STR registration required in the Business Capitol District? Are you making the Residential limitations more contentious by co-mingling the BCD rentals under the same umbrella?

We are in a lock-down during a global pandemic and you choose now to make these stealth changes to ordinances that have been in place for years? Were you even planning to provide Notification and allow Due Process to property owners impacted by your sudden 180 on basic practices of rentals?

How can you force commerce to be conducted among 'Persons' instead of business entities in today's litigious society? This is cruel to those comforted by common sense risk management. How are you justified in limiting the commerce a 'Person' chooses to do to one property, to one stay per seven days? What??

Who again benefits from this change? You are virtually eliminating a lodging option for families and friends to vacation together and enjoy each other's company in a living room or around a kitchen table with a home-cooked meal. Why??

Who did you say benefits from this change? You are decimating income of multiple entrepreneurs, investors, retirees, and individuals who made a sound business decision to invest in your previously thriving city largely dependent on tourism.

How does this benefit the city? It certainly doesn't benefit the livelihoods of all the now struggling downtown restaurants, cafes, galleries, and shops who enjoy the foot traffic of the downtown visitors.

Who did you say benefits from these changes? Please explain. I would like to know where the 'greater good' will be in exchange for the sacrifice you are forcing me and many others to make.

Sincerely,

Cindy Atanasoff

Local Address: 142 Lincoln Ave #501 Santa Fe, NM 87501

Home Address: 4005 Heron Cove Lane The Colony, TX 75056

GURULE, GERALDINE A.

From: Irene Ayala <ayalalaw@icloud.com>
Sent: Monday, June 15, 2020 12:29 PM
To: Land Use Public Comment
Subject: Short-term rental permit/notification

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Jeri Hull and I are the owners of a home in Santa Fe that has a short-term rental permit. I was just informed this weekend about amendments to the short-term rental permit ordinance. I was able to receive and review a copy of the proposed changes from another permit holder.

I would sincerely appreciate it if in the future all existing permit holders be notified of proposed changes to the permit ordinance so that we can be sure we remain in compliance with those changes. Notification can be made to the email address below.

My property is located at 812 Calle David, Santa Fe, 87506.
Short-Term Rental No. 221793

Thank you

Irene P. Ayala
ayalalaw@icloud.com

Subject: proposed STRO changes
Date: Saturday, June 13, 2020 at 08:26:49 Mountain Daylight Time
From: Cheryl Benard
To: mayor@santafenm.gov
Category: Adobe Casitas

Mr. Mayor,

I live on Calle Estado. For years I would drive by the abandoned building on 301 East Palace and feel sad about the deterioration of such a beautiful building right there in the core area of historic Santa Fe. Finally my husband and I decided to try to buy and rehabilitate it. It had been in the past a hair salon, an art gallery and a medical practice so our first thought was to make it available for business use once more. But we soon discovered that this would not work as there was an oversupply of business real estate and besides, we would not be able to create the required number of parking spaces. We next considered long term rental. But while our motives were in part cultural, we are not in a position to operate at a continual loss and in fact it was the municipal advisors themselves who told us that there was no way we could sustain the building, at least cover our costs and pay the utilties, with long-term rental. Therefore we turned the building into three units, spent a lot of money refurbishing and installing solar panels and updating the electric etc. and then we started to rent it out. The income is modest at best and is slowly going towards offsetting our initial costs. Corona was a blow. And now this proposed ordinance will frankly be a disaster for us and for others who are maintaining properties large and small in historic Santa Fe through short term vacation rentals. The policy besides, makes no sense. I am a researcher by profession and I tell you this with some confidence. You have been told differently - there are lobbies at work here, but their recommendations are short sighted even for their own interests. Our clients will not stay in a hotel if they can't stay with us, nor will they stay in more distant vacation rentals. They want to stay in a group, they want to fix their own breakfast, they want to be able to walk. My guests benefit the nearby hotels, where they visit the spa, the nail salon, the restaurants and the bars. If they can't stay at my place or similar places, they will go elsewhere, to other states and other cities. Please reconsider.

Respectfully,

Dr. Cheryl Benard

PAEZ, SALLY A.

From: Kristina Bennard (ELCA) <kbennard@expediagroup.com>
Sent: Monday, June 29, 2020 9:50 AM
To: PAEZ, SALLY A.; RANDALL, RANDY; ISAACSON, ELIAS S.
Cc: Ashley Hodgini (ELCA); settergroup@gmail.com; Kristina Bennard (ELCA)
Subject: Santa Fe / Vrbo
Attachments: NYC DECISION and ORDER_Preliminary Injunction 2019.01.03.pdf; Boston -- Order on Motion for Preliminary Injunction.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,
Thank you for your time on Friday to discuss Santa Fe's draft amendments to its short-term rental law. We said we'd follow up on a few items: (1) possible language for a mandatory field with notice-and-takedown; (2) additional comments on the draft's data disclosure requirements; and (3) case law regarding data disclosure requirements. This email responds to all three:

(1) **Mandatory field and take-downs.** Here is possible language to accomplish the two-step process we discussed:

Host platforms shall require operators of short-term rental units to include their City-issued business license number in their listings or advertisements, in a format designated by the City. Upon notice from the City that a business license number on a short-term rental unit listing is invalid, the host platform shall deactivate that listing within five business days.

If you prefer to use a short-term rental permit number instead, you can insert that term instead of "business license number."

(2) **Data disclosure by platforms.** The current draft amendments require platforms to submit reports of the following information:
   a. number of short-term rental unit listings and owners in the city;
   b. number of reservations and number of rental nights for each unit; and
   c. amount of revenue owners collected through the host platform, including rent and each type of taxes and fees.

This information is to be reported monthly and disaggregated by owner.

As discussed, this requirement, as written, does not specify that the information has to be provided in a way that identifies a host or property location. Rather, it could be provided similar to how platforms previously reported data to New Orleans. There, each host had an anonymized number assigned to him/her that was consistent for each report. And together with the host number, platforms reported the number of nights the host's property had already been rented for that year and the number of nights it had reservations for the remainder of the year. (New Orleans wanted this information to enforce its annual 90-night cap.) If, in reviewing the reports, New Orleans identified a listing that had exceeded the limit, it could send the platform a subpoena to get the host, property, and transactional information associated with that listing.

New Orleans has since changed its law and no longer requires this kind of reporting. It is also burdensome for platforms to generate these kinds of reports. Santa Fe would be the only place we'd be doing it.

The most common kind of reports that cities have required are monthly reports of the URLs for the properties listed on a platform together with the license number associated with that URL. That's as close to a "standard" report as we've gotten. If you saw news on Friday about the MOU that Vrbo signed with Kauai, Hawaii, this is the monthly report we'll be sending. It's what we do in San Francisco and Seattle, among others. Basically, it's a report that scrapes the platform's own website and provides it in a regular report to the city. The cities then use it to check the license numbers and report back to the platform if any are invalid.

Other cities require aggregate / total data, e.g., how many nights were booked on the platform this quarter, how many properties were listed this quarter, what was the total amount of rent hosts collected via the platform this quarter?

Still other cities don't require reporting at all, but rather find that a mandatory field for a license number together with the notice-and-takedown step is sufficient for their enforcement needs. When only licensed properties are on a host platform, that tends to drive compliance with all other aspects of a city's regulatory requirements.

Another way for Santa Fe to ensure its one-transaction-per-seven-days requirement is being followed is to require *operators*, as part of renewing their license, to submit a record of bookings they had the previous year. The city might also consider whether instead to limit each operator to 52 transactions per year (the equivalent of one transaction per week), which would allow an operator to book more travelers during a busy season. Palm Springs, California, does something similar to that.

Finally, note that if a city does require platforms to provide data, there must be protections for that information and guidelines for how it can be used, shared, and stored by the city because it is often competitively sensitive.

(3) **Case law**. Citing the Fourth Amendment of the U.S. Constitution, two federal courts last year stopped enforcement of laws that required hosting platforms to provide reports of user information to government officials without any legal process. Both New York City and Boston enacted laws that required short-term rental hosting platforms to submit monthly reports that included owner information, property addresses, and transactional information, like number of days booked. Two different federal courts stopped enforcement of those laws, ruling that requiring hosting platforms to disclose their business records without *any* legal process – like a subpoena, warrant, or court order – violated the Fourth Amendment, which guards against unreasonable searches and seizures by government officials. *Airbnb, Inc. v. City of Boston*, Case No. 18-cv-12358-LTS (D. Mass. May 3, 2019); *HomeAway.com, Inc. v. City of New York*, 373 F. Supp. 3d 467 (S.D.N.Y. 2019). Copies of both decisions are attached.

In addition to the Fourth Amendment, the Stored Communications Act, 18 U.S.C. §§ 2702, 2703, is a federal law that mandates specified forms of legal process—like a subpoena or court order—that the government must follow before obtaining personal information from internet providers. A federal court in Oregon halted enforcement of a provision in the Portland City Code that would have required hosting platforms to disclose to city tax officials "all physical addresses of transient lodging occupancy locations within Portland city limits and the related contact information, including the name and mailing address of the general manager, agent, owner, host or other responsible person for the location." *HomeAway.com, Inc. v. City of Portland*, 2017 WL 2213154, at *4 (D. Or. May 11, 2017).

In recognition of these rulings, the City and County of Honolulu acknowledged in a stipulated court filing that a provision in its law that required hosting platforms to provide reports of owner name, property address, tax identification number, length of stay, and price paid was unenforceable given the state of the law. *Kokua Coalition v. Department of Planning and Permitting*, No. 19-cv-00414-DKW, Dkt. 37 at ¶¶ 10-11 (D. Hawai'i Oct.

4, 2019). Similarly, last fall, Palm Beach County, Florida, amended its law to remove a provision that required hosting platforms to provide monthly reports with owner name, property address, tax account number, and parcel number.

I know this is a ton of information. If, after digesting it, you'd like to discuss further, we'd welcome that opportunity. Best, Kristina

Kristina Silja Bennard
Senior Corporate Counsel (Regulatory / Litigation)



Cell +1 206 227 9583
Email: kbennard@expedia.com
expediagroup.com

GURULE, GERALDINE A.

Subject: FW: Voting No On The Ordinance Amending Section 14-6.2 Short Term Rental Ordinance

From: Tai Bixby <tai@gotspaceusa.com>
Sent: Wednesday, June 17, 2020 3:10 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>; esiasaacson@santafenm.gov; PAEZ, SALLY A. <sapaez@santafenm.gov>
Subject: Voting No On The Ordinance Amending Section 14-6.2 Short Term Rental Ordinance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Santa Fe Land Use Department,

This item is on the Planning Commission Agenda for Thursday June 17, 2020. I am writing as a citizen of the City of Santa Fe and as a real estate professional with direct knowledge of the real estate market. I'm writing to manifest my opinion **against** the proposed amendment Section 14-6.2 the Short Term Rental Ordinance. The proposed changes will decrease tourism by increasing costs and shrinking inventory. The proposed changes will hurt property values and will indirectly reduce tax income to the county and City. The proposed fines are regressive and, rather than increasing city income, will have a chilling effect on the tourist economy. The proposed amendment will cause Santa Fe to lag behind in recovering from the effects of the recession, the depths of which we have yet to arrive at. Please do not change the Short Term Rental Ordinance.

Please VOTE NO on the proposed amendment to the Short Term Rental Ordinance.

Tai Bixby, CCIM
Director
tai@gotspaceusa.com

Transaction Coordinator
Sarah Raboff
sarar@gotspaceusa.com

NAI Maestas & Ward
418 Cerrillos Road Suite 11
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gotspaceusa.com

Direct +1 505 577 3524
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Santa Fe +1 505 988 8081

NAI Maestas & Ward

PAEZ, SALLY A.

From: BERKE, NOAH L.
Sent: Thursday, June 18, 2020 12:21 PM
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: Fwd: 628 1/2 Camino De La luz

Get Outlook for iOS

From: Amy Bobrick <amy.bobrick@kw.com>
Sent: Thursday, June 18, 2020 8:39:58 AM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Fwd: 628 1/2 Camino De La luz

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Attention Land-Use.

Please see below. I am opposed to your new rules. I started this project and was given guidelines by the City of Santa Fe Short Term Rental Dept. I have all of the e-mails.
>
> Hello Carol,
>
> I see the proposed changes to the short term rental ordinance. I am definitely against them. I have been working for over a year with Christopher Purvis, James Martinez at the City and Mary Ann Seiderer when she was working for the city in short term rentals and MTA Construction.
>
> I have e-mails stating that I could add another rental to my existing rental that is licensed with the city. I live on the premises. I am in the process of adding another auxiliary unit and I do have a building permit. My contractor has been very slow and this should have already been completed but there were snags and especially with the pandemic. I had to divide my 2 legal lots of record which I would not have done if this was not a possibility. It was very expensive to have it surveyed , architectural plans that would be approved by the historic board , and of course the actual project. This is my livelihood and I also was the owner of The Bobcat inn for 15 years. This has been my career. I am asking you to re-think this new stipulation of one short term rental per natural citizen. I would not have done this project if this had been the case. I have e-mails from Maryann stating what would be allowed and I followed all of these guidelines. This would totally not be fair since I would never have done this if this had been brought up. I am spending around 150K on this addition. The new addition is over 75 feet from the front door of the current short term rental. I sincerely hope that you will take property owner's rights into consideration. Again, I am a resident and I live on the property but both units are separate from my house but connected.
>
> Thank you, Amy
>
>
> Amy Bobrick
> 505 920 8941
> amy.bobrick@kw.com
>
> Keller Williams
> 130 lincoln Ave

> Santa Fe, NM 87501
> 505 983 5151
>
>
>
>

Dear Sir/Madam,

I am writing to you today in regards to the proposed changes to the short term rental regulations. I would like to start by introducing myself. I am a resident of Santa Fe, the father of a 3 year old girl, the owner of Santa Fe Property Solutions, as well as an owner of the property located at 1155 Camino Delora that is primarily used for short term and vacation rentals. My company's main focus is management of vacation rentals and second homes. We currently manage 14 properties and employ 4 housekeepers, 1 landscaper, 1 maintenance person, an assistant manager, myself, as well as several others on an as needed basis. The changes, if passed, would ultimately lead to my company going out of business, and my staff losing their jobs.

I have several issues with the proposed legislation. The first is the fact that additional restrictions will only hurt those of us that are following the current rules, but will do nothing to curb those operating illegally. In fact, by having less of us able to be permitted and operate within the boundaries of the law, those operating illegally would see an increase in business and likely the city would see an increase in the number of illegal STRs. I understand that the cap would remain the same, but the changes would essentially reduce the number of properties that are eligible for a permit in the first place.

I do understand and support maintaining the cap of 1000 permits, I do support requiring the owner or operator to live in Santa Fe. However, I do not fully understand why the city council is proposing the changes that will eventually force my business to close. I haven't been given a concrete answer, only that 'there aren't enough affordable long term rentals', or that 'they are hurting the character of our neighborhoods'. Additionally, the Land Use Director stated that he 'didn't believe these changes would affect property managers' in a negative way but that they hadn't actually done an economic impact study. I would like to address these items individually.

'There aren't enough affordable long term rentals'

Many of the properties that I manage are second homes. This means that these homes werent going to be on the long term market to begin with. The owners come to visit Santa Fe frequently and do not wish to enter into a long term agreement that would prohibit them from visiting when they would like. If they lost their ability to do vacation rentals while they are not in Santa Fe, the home would just sit empty, not creating jobs for me and my staff or taxes for the city and state.

Of the homes that aren't second homes and could potentially be converted to long term, none of them would ever be considered 'affordable'. If these homes were somehow made affordable, it is likely that the same people complaining about STR's would complain about the affordable rental next to them. If the city is truly interested in providing affordable housing, one place that it could start is by eliminating the 'fee in lieu' that allows these new apartment complexes to pay a fee in lieu of providing a portion of their units as affordable.

The city could also begin to enforce the current code and eliminate the illegal vacation rentals which currently outnumber permitted vacation rentals.

‘They are hurting the character of our neighborhoods’

Approximately half of the properties we currently manage were purchased in a state of disrepair. Some were downright in shambles. The owners of these homes bought them with the idea that they could spend more money returning them to their original glory and improving the neighborhood ascetic because they would be able to offer them as vacation rentals. Whenever there is a maintenance issue, it is corrected immediately. The landscapes and gardens are always in top shape, and concerns from neighbors are addressed immediately. Those of us that have permitted vacation rentals are concerned with these things, as well as parking, noise, etc because our business depends on it all.

‘This won’t affect property managers in a negative way’

This belief is flat out wrong. According to the Land Use Director, he and his staff believe that initially these changes would reduce currently permitted STRs by about 18% when it comes time to renew. Over time, the changes would continue to decrease the number of eligible properties, some estimates are saying down to 250. Further, keeping the 1 check-in per 7 days rule will continue to drive down profits even further, essentially eliminating property management as a viable business. I would like to remind you that the only people this legislation will affect are those of us that have been following the rules, and the effect will be incredibly negative.

The truth is that Santa Fe is largely a tourist town, vacation rentals drive revenue for the city and small businesses, unemployment has increased by almost 9% since last year, and this would cause increased economic strain on the entire community. During these strange and trying times, to purposefully make it harder/impossible to keep a business open is unthinkable.

To summarize, I would respectfully request the following changes be made to the proposed legislation:

1. Eliminate 1 check in per 7 days rule
2. Eliminate type of ownership requirement
3. Eliminate number of permits each person is eligible to hold
4. Maintain cap of 1000 permits
5. Require owner or operator to reside in Santa Fe County
6. Adopt civil penalties provisions
7. Exempt commercially zoned permits from residential rules

If there is anything I can help with or clarify, I would be more than happy to assist.

Thank you for your time and consideration,
Charles Burkhardt

info@santafepropertysolutions.com 1155 Camino Delora

COMMENTS ON
SHORT TERM RENTAL ORDINANCE & PROPOSED AMENDMENTS

DATE: June 29, 2020

TO: Mayor Alan Webber, Councilor Signe Lindell, Councilor Carol Romero Wirth, Councilor Renee Villarreal, Councilor Michael Garcia, Councilor Chris Rivera, Councilor Roman Abeyta, Councilor Jamie Cassutt-Sanchez, Councilor JoAnne Vigil Coppler, Commissioner John Hiatt, Commissioner Mark Hogan, Commissioner Pilar Faulkner, Commissioner Lee Garcia, Commissioner Brian Gutierrez, Commissioner Janet Clow, Commissioner Jessica Eaton Lawrence, Commissioner Dominic Sategna, City Attorney Erin McSherry, Assistant City Attorney Sally A Paez, Constituent Service Director Kristine Mehelcic,

FROM: Paul DeDomenico, 1413 Paseo De Peralta, Santa Fe, NM 87501.
Email: paul.dedomenico@gmail.com. Cell: 505-660-8215.

I was present at the June 18th Planning Commission Zoom meeting regarding the proposed changes to the short term rental ordinance. Here are my takeaways:

It was evident from staff responses that a couple of things are taking place;

1. **This is "stealth" legislation**. When Commissioner Hiatt asked if there had been any public input from the public or business community previous to the drafting of the amendment the answer from City Attorney Paez was "no". Myself, and people I know in the business community who deal in STRs did not find out about the proposed legislation until a very short time before the PC meeting.
2. **City staff is under pressure** to impose a strategy to push the legislation through on a short timeline with limited public input.

Wheter intentional or not, it certainly gives the impression is that there is an intent to minimize public input and potential pushback, take advantage of the COVID-19 shutdown and quietly push this through legislation. The result is that the amendment is unclear, confusing, **and not well thought out**. I assume this is due to pressure from the sponsors (and perhaps other business interests?) to rush the legislation.

While I am most concerned about how this legislation applies to short term rentals under commercial zoning where residential use is allowed (e.g. BCD, C1, etc..), I must address first address the most glaring issue:

> **ENFORCEMENT:** When Land Use Director Issacson was asked by the PC why the current code has not been enforced he stated that the City did not have the proper enforcement infrastructure. One of the staff or commissioners stated that the number of illegal rentals roughly equaled the amount of legal rentals. **If this is accurate, then enforcement should reduce short term rentals in residentail neighborhoods by a whopping 50% with no impact on lodgers or gross receipts tax revenue.!** Enforcement of the current STRO should be mandatory and city staff should receive the proper support.

Limitations intended for residential neighborhoods should be placed on commercially zoned STRs where residential use is allowed. A lot of problems are created by applying an ordinance intended to address issues in residential areas to commercial properties. Mr Isaacson commented during the PC meeting that the intention of creating a blanket legislation was to simplify the process and management of ST rental by the city. This is not reasonable because **residential and commercial are two very different animals.**

I include myself as one of a number of vital investors and entrepreneurs who choose to invest in downtown Santa Fe because it is a unique city which offers tremendous opportunities to locals and visitors! We are creative and dedicated citiznes and above all we are committed to the pledge of our City Different. Let's not limit the opportunities to our visitors, that come here from all over the globe, to strictly large hotels as option for their stay. Santa Fe has so much to offer these visitors in terms of diverse culture, historic architecture, adaptive reuse and proximity to all of the wonders of the Plaza. It is a rare thing to have such options in a historic, walkable downtown. Don't limit this!

1) **LIMITING THE NUMBER OF SHORT TO RENTALS TO ONE PER NATURAL PERSON:** There was across the board befuddlement at the PC meeting on this point. In my situation, I have two different single member LLCs that hold or manage commercial property. The single member for both LLCs is a NM Sub-Chapter S Corporaton. I can't even fathom how the "One Natural Person" clause could apply to my situation. And you can be sure that my situation is not unique with other commercial landlords also having complicated entity structures.

2) **ONE RENTAL PER SEVEN DAYS:** Converting office or retail to residential use is actually a reduction in occupancy of the converted space. In addition, retail and office are occupied potentially 100% of the year whereas STRs are occupied

60-70% of the year. **There should be no limit on the number of days a commercial short term rental can be occupied.** The city doesn't ordaine that small hotels, B&Bs, retail stores or offices can only operate a certain amount of days per week because they cause too many people on commercial streets. I think this limitation was intended for STRs in residential areas but it makes absolutely no sense to apply it to commercial property.

3) **PERMIT TRANSFER :** Commercial property entrepreneurs spend significant money and time on their investments. They spend significant funds to purchase, improve, restore, add value and create income which in turn creates jobs and genrates taxes. **Commercial differs from residential in that the value of commercial property is based on the property's net income.** Many commercial landlords use STRs to increase cash flow and spend large sums of money to convert a property to residential use. If STR permits cannot be transferred to a buyer it will **DESTROY THE VALUE commercial property** where the permit(s) reside. **Commercial STR permits must be allowed to convey with the property.**

4) **DENSITY:** For the same reasons stated above, **there should be no limitation on the number of STRs at any commercial property where residential use is allowed under zoning.** The 1000 STR licenses limit should not be applied to commercial property.

5) **200 FOOT NOTICE:** Again it is unclear whether the requirement to notify properties within 200 feet would apply to commercial properties. I assume a new STR applicant would unfairly meet resistance from a hotel or competing STR withiin 200 feet. Again it makes no sense for commercial properties.

6) **MULTI-FAMILY LIMITATION:** Would the multi-family limit of STRs to 25% of the dwelling units apply only to specific multi-family zoned properties? What defines multi-family under the proposed ordinance?

7) **HOST PLATFORMS:** STR permit holders have no control over the record-keeping of hostong platforms (AirBnB, VRBO, Booking.com, etc...). If for some reason hostong platforms were unable unable to meet the record-keeping requirements of the city ordinance, does this mean STR perment holders would be excluded from utilizing them?

   In case you weren't aware, travel sites such as Airbnb have moved into traditional hospitality and have implemented a hotel program that provides a

platform for smaller boutique hotels and Bed and Breakfasts. It's important to understand that even prior to COVID-19, the hospitality industry's age old models were being challenged by both creative platforms (Airbnb) and a new wave of travelers. This will continue to shift as travelers either become wary of larger hotels where large numbers of people congregate, and/or search out more unique stay opportunities. Let's be at the forefront of change and provide these treaveler opportunities.

I love Santa Fe! I have lived here for 31 years and my three children were all born and raised here. I have been an honest and responsible landlord. My tenants, especially my retail tenants, are struggling through the COVID-19 crisis and I am doing my best to ease their burden. I pay a lot of money each year in property taxes. I only want what is best for Santa Fe.

Commercial landlords pay gross receipts taxes and lodgers taxes on their short term rentals. I understand that **15% of the annual lodgers tax collected by the state comes from STRs** which is a significant amount. Why would the city want to reduce that revenue by limiting stay or STRs in commercial districts when, again, ENFORCEMENT would reduce the number of STRs by as much as 50% with **NO NEGATIVE IMPACT ON LODGERS OR GROSS RECEIPTS TAX.**

Commercial landlords have the legal right to maximize income even if that means converting some commercial space to STR where allowed to by zoning. The majority of my income comes from commercial income property and I view the ordinance as a potential threat to my livelihood and the stability of my family's future. I believe that the application of STR residential limitations on commercial property in both the current ordinance and proposed amendment constitute a taking of property rights.

It is evident that the current ordinance and proposed amendments are intended for residential neighborhoods and should not apply to commercial districts.

Please let me know how I can be of assistance in creating an appropriate STR rental ordinance.

Sincerrely,

Paul DeDomenico

PAEZ, SALLY A.

From: ROMERO-WIRTH , CAROL
Sent: Wednesday, June 24, 2020 2:17 PM
To: LINDELL, SIGNE I.; VILLARREAL, RENEE D.; WEBBER, ALAN M.
Cc: PAEZ, SALLY A.; FAUBION, JENNIFER R.; ISAACSON, ELIAS S.
Subject: Fwd: STRO Zoom call
Attachments: AWD markup of STRO 6-24-20.pdf

FYI

Carol Romero-Wirth
City Councilor, District 2
Office: 505 955-6815
Cell: 505 470-2855

Facebook & Twitter @romerowirth

From: Andy Duettra <aduettra@gmail.com>
Sent: Wednesday, June 24, 2020 11:32 AM
To: ROMERO-WIRTH , CAROL
Cc: Marc Bertram
Subject: Re: STRO Zoom call

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Carol:

Hi! Just to follow up here: you know the real issue we have with the proposed STRO is its effect of inserting rules designed for residentially-zoned STRs into commercial zones such as the BCD. The Planning Commission also noted this significant issue, among others.

This raises serious practical and legal concerns for the city, such as depriving certain property owners of normal use rights granted by commercial zoning and intended by the Land Use Code, and the right to CHANGE that use over time as needs and conditions change.

One insight you might consider is that, if the number of short-term rentals INCREASE in areas like the BCD, that should actually help diminish STRs in close-in residential areas by providing appealing/superior options for tourists. We should encourage that as a needed option to residential-zoned short-term rentals.

I think the "cleanest" option for the City Council might be to change the title of the ordinance to "**Short-Term Rental Units - Residentially-Zoned Property**." In addition, a change in the definitions section to make STRs, as that term is used in Section 14.6-2 (A) (5), be ONLY those located on residentially-zoned property would also clarify that distinction.

The effect would be to allow short-term rentals in ALL commercial areas, putting them on the precise same footing as every other bar, restaurant, jewelry store, gallery, hotel and B&B in our commercial districts, not treated as some especially abhorrent business needing extra and distinctive regulation. Simple and effective, cleans up the mess.

The changes above, detailed in the attachments to this email, along with some "cleanup" and clarification items, will solve the issues we have with the proposed STRO, and allow everyone to focus upon proper regulation in residential areas.

I hope this may prove helpful in your discussions. Please let me know if you can't pull up the attachment.

As always, we are available to discuss any of this and appreciate your time and effort in listening to our concerns!

Sincerely yours,

Andy

Andy Duettra
AdobeStar Properties, LLC
154 West Marcy St, Suite 104
Santa Fe, NM 87501
505 603 7644 (c)

On Mon, Jun 22, 2020 at 4:58 PM ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov> wrote:

> Marc,
>
> I have a meeting with the sponsors this week to discuss how to move forward. As of now the bill is scheduled for:
>
> Quality of Life on July 1
> Public Works and Utilities on July 6
> Finance on July 13
> City Council on August 12
>
> It can be amended or substituted at any of these stops.
>
> There is also talk that it may go back to the Planning Commission before it goes to City Council on August 12th. It cannot be amended at the Planning Commission.
>
> I will know more in a couple of days.
>
> -Carol
>
> Carol Romero-Wirth
> City Councilor, District 2
> Office: 505 955-6815
> Cell: 505 470-2855
>
> Facebook & Twitter @romerowirth

From: Marc Bertram <marcbert@aol.com>
Sent: Monday, June 22, 2020 3:49:08 PM

To: ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>
Cc: aduettra@gmail.com <aduettra@gmail.com>
Subject: Re: STRO Zoom call

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Now that we have had the Planning Commission meeting, we would like to circle back with you and make sure we understand the process going forward .Please let us know when we could have another Zoom meeting with you. Let me know what day or time may work.

Marc Bertram
SF Brown Real Estate
PO Box 5735
Santa Fe NM 87505
direct 1-505-473-7740 x 13
mobile 1-505-930-0720
email marcbert@aol.com
Visit Santa Fe's Finest Vacation Rentals www.adobestarproperties.com
Visit Albuquerque's Newest AAA Four Diamond Hotel www.hotelparqcentral.com

In a message dated 6/16/2020 4:08:15 PM Mountain Standard Time, cromero-wirth@santafenm.gov writes:

Zoom

Carol Romero-Wirth
City Councilor, District 2
cromero-wirth@santafenm.gov
(505)955-6815 Office
(505)470-2855 Mobile
Facebook & Twitter @romerowirth

From: Marcbert <marcbert@aol.com>
Sent: Tuesday, June 16, 2020 4:07:18 PM
To: ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>
Cc: Andy Duettra <aduettra@gmail.com>; FAUBION, JENNIFER R. <jrfaubion@santafenm.gov>
Subject: Re: STRO Zoom call

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Do we know yet whether these meetings will be in person or Zoom meetings ?

Marc Bertram

SF Brown Real Estate

PO Box 5735
Santa Fe NM 87505
direct 1-505-473-7740 x 13
mobile 1-505-930-0720
email marcbert@aol.com
Visit Santa Fe's Finest Vacation Rentals www.thelincolnsf.com
Visit Albuquerque's Newest AAA Four Diamond Hotel www.hotelparqcentral.com

> On Jun 16, 2020, at 1:38 PM, ROMERO-WIRTH, CAROL <cromero-wirth@santafenm.gov> wrote:

Andy,

The bill is currently scheduled to be at:

Planning Commission on 6/18
Quality of Life on 7/1
Public Works and Utilities on 7/6
Finance on 7/13
City Council for Public Hearing and final passage on 8/12

It can be amended at any of the three Council Committees and at City Council on 8/12

Carol Romero-Wirth
City Councilor, District 2
cromero-wirth@santafenm.gov
(505)955-6815 Office
(505)470-2855 Mobile
Facebook & Twitter @romerowirth

From: Andy Duettra <aduettra@gmail.com>
Sent: Tuesday, June 16, 2020 11:54 AM
To: ROMERO-WIRTH , CAROL
Cc: FAUBION, JENNIFER R.; Marc Bertram
Subject: STRO Zoom call

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Carol and Jennifer-Thanks for your time today! Good to be able to discuss our concerns with you regarding keeping the status of STRs in the BCD distinct from those in residential zones.

We did have a few follow up questions: do you know the date of the Quality of Life Committee meeting at which the STRO will be taken up, and will that meeting be a public one? Also, will that be the first opportunity to revise the draft, or might that occur earlier?

Thanks again!

Best regards-Andy and Marc

Andy Duettra
AdobeStar Properties, LLC
154 West Marcy St, Suite 104
Santa Fe, NM 87501
505 603 7644 (c)

Insertions for STRO Revisions

1. Preserve the language in the title of Section 14-6.2 (A) 5 to read "Short-Term Rental Units - Residentially-Zoned Property."

2. Revise Section 14-6.2 (A) 6 to read "Short-Term Rental Units - Non-Residentially Zoned Property Short-term rental of dwelling units on non-residentially zoned property is permitted as per Chapter 14 of the Municipal Charter and Code of Uses City of Santa Fe, New Mexico."

Andy Duetta
6-24-20

CITY OF SANTA FE, NEW MEXICO
BILL NO. 2020-__
INTRODUCED BY:

AN ORDINANCE
AMENDING SECTION 14-6.2 SFCC 1987 TO ADOPT BY ORDINANCE A MAXIMUM OF ONE THOUSAND (1000) SHORT-TERM RENTAL PERMITS IN THE CITY, TO PROSPECTIVELY LIMIT THE NUMBER OF SHORT-TERM RENTAL PERMITS TO ONE PER NATURAL PERSON, TO PROSPECITIVELY LIMIT THE PROXIMITY OF SHORT-TERM RENTAL UNITS ON RESIDENTIALLY ZONED PROPERTY, TO REQUIRE A LOCAL OPERATOR FOR SHORT-TERM RENTAL UNITS, TO ADOPT RECORD-KEEPING AND REPORTING REQUIREMENTS FOR SHORT-TERM RENTAL UNIT OWNERS AND HOST PLATFORMS, AND TO CLARIFY OTHER PROVISIONS OF THE SHORT-TERM RENTAL ORDINANCE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. Section 14-6.2 of SFCC 1987 (being Ord. No. 2011-37 § 8, as amended) is amended to read:

14-6.2 - USE-SPECIFIC STANDARDS

#1 on Insertion doc

(A) Residential Uses

(5) Short-Term Rental [~~of Dwelling~~] Units [~~Residentially Zoned Property~~]

(Ord. No. 2016-33)

(a) [~~Dwelling Units~~] Purpose and Intent

[~~Dwelling units located on residentially zoned property may not be rented for less than thirty days except as set forth in this Subsection 14-6.2(A)(5).~~] The purposes of this *Short-Term Rental Unit* ordinance are the following:

(i) to ensure that the operation of *short-term rental units* in residential areas does not disrupt the character of the city's neighborhoods or affect the quality of life of neighboring residents;

(ii) to prevent speculators from purchasing multiple homes for the purpose of operating multiple *short-term rental units*, thereby reducing the amount of long-term housing availability;

(iii) to allow law abiding residents the option of utilizing their homes and *accessory dwelling units* as *short-term rental units* to create wealth and generate supplemental income;

(iv) to minimize public safety risks associated with *short-term rental units*, such as higher traffic levels, parking issues, noise, litter, and other public nuisances; and

(v) to ensure that an *owner* or *operator* of a *short-term rental unit* follows applicable regulations, including the payment of all applicable fees and taxes.

(b) Short-Term Rental [~~Units~~] *Permit* Required

[~~Short-term rental units are prohibited on residentially zoned property except as provided in this Subsection 14-6.2(A)(5)(b).~~]

One permit per property

Any legal entity

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[~~(i) Short-term rental units that are operated in compliance with Subsection 14-6.3(D)(1) (Accessory Dwelling Units) and in compliance with this Subsection 14-6.2(A)(5) are allowed.~~]

(i) An *owner* of a *short-term rental unit* must have a *city*-issued business license and a short-term rental *permit*. An *owner* or *operator* shall not rent, offer to rent, or advertise a *short-term rental unit* without a valid ~~*permit* or registration~~ from the *city*.

rental

(iii) A *short-term ~~dwelling~~ unit* shall not be operated without a *permit*. The *land use director* may issue a maximum of one thousand (1000) short-term rental *permits*[~~ in a quantity approved by the governing body through adoption, after a public hearing, of a resolution for residential units not otherwise qualifying for permits under Items (i) and (ii) above. Dwelling units on non-residentially zoned property pursuant to §14-6.2(A)(6) and §14-6.2(A)(7) are not subject to the permit limit imposed by this subsection~~]. The *land use director* shall issue ~~*permits to natural persons* only~~, and ~~each *natural person*~~ may possess a maximum of one (1) *permit*.

(iv) [~~Whenever the demand for short-term rental units exceeds the number permitted in accordance with Subsection 14-6.2(A)(5)(b)(iii) above, the number of additional permits may be increased by the governing body through adoption of a resolution and issued by the land use director. New permits shall be issued in the order that eligible applications are received.~~] The land use department shall process *applications* in the order of receipt and shall issue new *permits* in the order that complete *applications* are received. If the number of *permits* reaches the one thousand (1000)-*permit* limit, then the land use department shall stop processing *applications* and shall add *applicants* to a waiting list until a *permit* becomes available. If an *applicant* waits on the list for a year or longer, the land use department may require the *applicant* to indicate a continued interest in remaining on the list.

(v) A *permit* is not transferable to another person or property. Upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the property as a *short-term rental unit*, the *owner* shall submit a new *application* to the land use department.

New

~~(c)~~ General Provisions.

[~~Unless otherwise stated, the following general provisions apply to short-term rental units:~~]

(i) A *short-term rental unit* must have a local *operator* that is available twenty-four (24) hours per day, seven (7) days per week, to respond to complaints regarding the operation or occupancy of the short-term rental unit. For purposes of this subparagraph, "local" means within city limits.

rental

(ii) An *owner* or *operator* shall not rent a *short-term ~~dwelling~~ unit* more than once [~~no more than one rental is allowed~~] within a seven (7)-[~~consecutive~~]day period[~~;~~].

[~~(ii) short-term rental permits will not be issued for more than two short-term rentals units directly adjoining each other on a residentially zoned street. For the purposes of this subsection, "directly adjoining" means sharing a common boundary along a public street frontage, but does not include adjoining *units* in a condominium, townhouse development, apartment complex, or residential compound;~~]

(iii) An *owner* of a *permitted short-term rental unit* shall provide *off-street parking* [~~shall be provided~~] on site as follows: [~~1)~~]

(A) one bedroom, one parking space; and [~~2)~~]

(B) two or more bedrooms[~~;~~], two parking spaces[~~;~~].

(iv) A *short-term rental unit* must meet all applicable building, [~~and~~] fire, [~~life~~]and safety codes, [~~shall be met~~] and all toilets, faucets, and shower heads [~~shall~~]must

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meet the water conservation requirements described in Section 25-2.6 SFCC 1987[~~;~~].

(v) Prior to issuance of a *permit*, a *short-term rental unit* must have a *certificate of occupancy* to ensure compliance with all applicable codes.

(vi) Prior to issuance of a *permit*, the *owner* of a *short-term rental unit* must obtain a business license under Section 18-1 SFCC 1987.

(vii) A valid business license number shall be included in all advertising of a *short-term rental unit*, including listings on a *host platform*.

[~~(v)~~](viii) [~~occupants~~]An *owner* or *operator* shall not allow *guests* [~~shall not~~]to park recreational vehicles on site or on the street;

[~~(vi)~~](ix) [~~short-term~~] *Short-term rental units* ~~located on residentially-zoned property~~ shall be used exclusively for residential purposes and shall not be used for commercial activities or events, defined as intending to make money, offering goods or services for sale, or conducting any other event or activity that is not residential in nature. An activity "not residential in nature" includes gatherings in excess of two (~~2~~3) times the number of legally allowed [~~occupants~~]*guests* in the *short-term rental unit*[~~ (including occupants)~~], unless the activity or event is otherwise permitted by the *city*[~~;~~].

[~~(vii)~~](x) [~~the~~]The total number of [~~persons~~]*guests* that may occupy [~~the~~]a *short-term rental unit* is twice the number of bedrooms[~~;~~].

[~~(viii)~~](xi) [~~noise~~]Noise or other disturbance outside [~~the~~]a *short-term rental unit* is prohibited after 10:00 p.m., including decks, portals, porches, balconies, or patios[~~;~~].

[~~(ix)~~](xii) [~~all occupants shall be informed~~]The *owner* or *operator* of a short-term rental unit shall notify all guests in writing of relevant *city* ordinances, including the *city*'s nuisance and water conservation ordinances[~~, by the owner/operator of the short-term rental unit~~]. All [~~occupants~~]*guests* shall comply with all relevant *city* ordinances, including [~~and comply with all provisions of~~] the [~~lodger's~~]lodgers' tax ordinance[~~;~~].

[~~(x)~~](xiii) [~~the~~]The *owner*[~~/operator~~] shall pay all applicable local, state, and federal taxes, including lodgers' tax, gross receipts tax, and income tax[~~es;~~].

~~(xi) should the owner/operator fail to pay all applicable taxes, the owner/operator shall be subject to penalties pursuant to Subsection 14-6.2(A)(5)(f).~~

~~(xii) the *owner*/operator shall make available to the *city* for its inspection all records relating to the operation of the short-term rental unit to determine compliance with this Subsection 14-6.2(A)(5); and~~

~~(xiii) the *owner* shall maintain adequate short-term rental insurance coverage for the *short-term rental unit*. Proof of insurance shall be required at the time the *permit* is issued and such other times as requested by the *land use director*.~~

~~(xiv) upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the property as a *short-term rental unit*, new *application* shall be submitted to the land use department.~~]

(d) *Applications* for Short-Term Rental *Permit*

[~~Unless otherwise stated, an~~] An *applicant* shall submit an *application* for a short-term rental *permit* [~~for a short-term rental shall be submitted to the city as follows~~] that includes the following information and documentation:

(i) [~~the application shall include~~]the name and phone number of the local owner[~~/operator~~] or *operator* who is available twenty-four (24) hours per day, seven (7) days per week to respond to complaints regarding the operation or occupancy of the *short-term rental unit* [~~as well as the name and phone number of city staff responsible for enforcing this section~~];

(ii) [~~the application shall include~~] a statement signed by the

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[~~owner/operator~~] *owner* and *operator*, affirming that they will operate the *short-term rental unit*[~~-shall be operated~~] in compliance with this subsection 14-6.2(A)(5) and all other applicable laws, *city* codes, and~~-~~ private covenants; and that no private covenants prohibit the operation of the *short-term rental units*; and

(iii) additional information, documentation, and submittals as required by the *land use director*.

[~~(iii) all applicants must submit proof of all required inspections with their initial application. Renewal applications for the same property may submit proof of all required inspections in the form of a statement attesting to compliance with all applicable fire, health, and safety requirements. The city shall perform random inspections to ensure compliance with this Subsection 14-6.2(A)(5).~~

~~(iv) prior to issuance of a permit, a certificate of occupancy is required to ensure compliance with this paragraph and all applicable codes;~~

~~(v) the permit is not transferable to another person or property;~~

~~(vi) within ten days of the issuance of the permit, the owner/operator shall mail notice by first class mail, with certificate of mailing, to the homeowners association (if applicable), and to the owners of properties within two hundred (200) feet of the subject property, exclusive of rights of way, as shown in the records of the county assessor, and by first class mail to the physical addresses of such properties where such address is different than the address of the owner and to the land use department. Notice shall be on a form approved by the land use director, and shall contain the name and phone number of the owner and operator who will be available twenty four hours per day, seven days per week to respond to complaints regarding the operation or occupancy of the short term rental as well as the name and phone number of city staff responsible for enforcing this paragraph. Copies of all required mailing lists and mailing certificates shall be provided to the land use director within ten days of the mailing. Failure to provide notification as described in this subsection is subject to penalties and prosecution pursuant to Subsection 14-6.2(A)(5)(f);~~]

[~~(vii) each application shall be accompanied by a fee of one hundred dollars ($100) to cover *application* processing and inspections. This application fee is non-refundable.~~]

[~~(viii) The annual permit fee schedule is as follows:~~

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

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~~Table 14-6.1-1~~
~~Annual Permit and Registration Fees*~~

~~Short-term Rental Type~~	~~Permit Fee per Unit~~	~~Registration Fee per Unit~~
~~§ 14-6.2A(5)(b)(i) — Accessory Dwelling Units~~	~~$325.00~~	
~~§ 14-6.2A(5)(b)(ii) — Resort Units~~		~~$100.00~~
~~§ 14-6.2A(5)(b)(iii) — Residential Units~~	~~$325.00~~	
~~§14-6.2A(6) Non-Residential Districts and § 14-6.2A(7) — Commercial Districts~~		~~$100.00~~
~~Initial Application and Processing Fee (one-time)~~	~~$100.00~~	
~~*The annual permit fee shall not be prorated for a portion of the year.~~		

~~(ix) The annual fee includes the city's business registration fee and fees for inspections related to issuance of the short-term rental permit. Revenue from fees imposed pursuant to this paragraph shall be used only to administer, manage, and enforce this section.~~

~~(x) If payment of a permit fee was in excess of that for which a person was liable, the person may claim a refund by directing to the city finance director a written claim for refund no later than one year from the date payment was made. Every claim for refund shall state the amount and basis for the claim. The city finance director may allow the claim in whole or in part or may deny it. If the claim is not allowed in whole, the person may appeal the decision pursuant to Section 14-3.17.~~

~~(xi) Unless revoked as set forth in Subsection 14-6.2(A)(5)(f), a permit holder may renew the permit annually. If not renewed by March 15 of each year, the owner/operator may pay a late fee of fifty dollars ($50) to extend the time for filing to renew to April 15. An owner of an expired permit may submit a new application for a short-term rental permit to the land use director in accordance with Subsection 14-6.2(A)(5)(b)(iv) subject to availability of permits.~~

~~(xii) A valid permit number shall be included in all advertising of the short-term rental, including listings on web-based rental sites.~~]

(e) Proximity of *Short-Term Rental Units*

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probably remove as redundant or not Needed?

Subject to the exceptions listed below, the *land use director* shall not issue a new *permit* for a *short-term rental unit* if the subject property, as identified in the application, is located within a seventy-five (75)-foot radius of a *residentially zoned property* that has a permitted *short-term rental unit*. The radius shall be measured from the subject property boundary. This limitation shall not apply to the following:

(i) an *application* for a *short-term rental unit* located on non-*residentially zoned property* or within a *development containing resort facilities*;

(ii) an *application* for a *short-term rental unit* that complies with the requirements set forth in the *Accessory Dwelling Unit* ordinance, subsection 14-6.3(D)(1); or

(iii) an application for a *short-term rental unit* in a *multiple-family dwelling* development that contains four (4) or more *dwelling units*, provided, however, that the *land use director* shall not issue short-term rental permits for more than twenty-five (25%) of the *dwelling units* in a *multiple-family dwelling* development that contains four (4) or more *dwelling units*.

[~~(e)~~](f) Fees for Short-term Rental *Permit*

The following fees shall be used only to administer, manage, and enforce this subsection 14-6.2(A)(5) and relevant sections of Chapter 18 SFCC 1987, addressing applicable licenses and taxes.

(i) *Application* fee. An *application* for a short-term rental *permit* shall be accompanied by a one-time non-refundable *application*, processing, and inspection fee of one hundred dollars ($100).

(ii) Business license fee. A *short-term rental unit* is subject to an annual business license fee of thirty-five dollars ($35).

(iv) *Permit* fee. A *short-term rental unit* is subject to an annual *permit* fee of two hundred and ninety dollars ($290).

(g) Required Notice

(i) Within ten (10) days after the issuance or renewal of a short-term rental *permit*, the *owner* or *operator* shall mail notices by first-class mail to the homeowners association within which the unit is located (if applicable); to the *owners* of *residentially-zoned property* within two hundred (200) feet of the subject property, exclusive of rights of way, as shown in the records of the county assessor; to the physical addresses of such properties where such address is different than the address of the *owner*; and to the land use department.

(ii) The notices shall be on a form approved by the *land use director*.

(iii) The notices shall contain the name and phone number of the local *operator*. Within ten (10) days after any change in the contact information for the local *operator*, the *owner* or *operator* shall mail a new notice, to all parties, in accordance with this subparagraph 14-6.2(A)(5)(e).

(iv) Within ten (10) days of the mailing, the *owner* or *operator* shall provide the *land use director* with copies of all required mailing lists and an affidavit of mailing signed by the person who mailed the notices.

(h) Records

unit

For the current calendar year and the three (3) immediately preceding calendar years, each short-term rental ~~*owner*~~ must maintain records for each *short-term rental unit* and shall make such records available to the *city* for inspection upon request. If a *host platform* collects rent for a *short-term rental unit*, the *host platform* must also maintain such records. The records to be maintained for each *short-term rental unit* must include the following:

(i) The total number of times and number of nights that the unit was rented to guests each calendar month;

(ii) The total amount of rent paid by guests by month; and

(short-term rental!) AD 6-24-20

(iii) The total amount of each type of tax and fee paid to the *city* in connection with rental of the unit by month.

(i) *Permit* Renewals

Unless revoked pursuant to Section 14-11.4, an *owner* may renew a short-term rental *permit* annually. If not renewed by the expiration date of the existing *permit*, the *owner* may pay a late fee of fifty dollars ($50) to extend the time for filing to renew by thirty (30) days. After the thirty (30) days, if the *owner* has not renewed or requested an extension, the *permit* will become available to the next eligible *applicant*, and the *owner* may submit a new *application* for a short-term rental *permit* to the *land use director*, subject to the availability of *permits*.

(j) Inspections

The *city* shall perform random inspections to ensure compliance with subsection 14-6.2(A)(5) and all applicable fire, health, and safety requirements. The *city* may require an *applicant* to submit proof of inspections at the time of initial *application* and at such other times as requested by the *land use director*.

(k) Violations and Penalties

~~[(i) The land use director shall document all alleged violations of this paragraph and shall pursue enforcement through the municipal court as set forth in Article 1 3 SFCC 1987 or in another appropriate court of law. The city shall give the owner a written notice of violation, which shall be mailed either to the owner's local or business address or agent's address, informing the owner of the violation. If corrective action is not completed within fifteen (15) days of the date of the letter, the city may file a criminal complaint in municipal court. Upon conviction of a first violation, the land use director shall revoke the permit and operation of the short term rental shall cease within thirty days.~~

~~(ii) An owner who offers for rent as a short term rental a dwelling unit that is not permitted for use as a short term rental is in violation of this paragraph and is subject to penalties, property liens and/or prosecution pursuant to subsection 14 2(A)(5)(f).(iii)An agent who knowingly assists an owner in advertising or renting a dwelling unit as a short term rental unit that is not permitted under this subsection 14 6.2(A)(5) is subject to penalties and prosecution, and the agent's business license is subject to revocation.]~~

If an *owner* or *operator* fails to obtain the necessary *permit* before renting, offering to rent, or advertising a short-term rental unit; fails to pay or report applicable taxes; or otherwise fails to adhere to the provisions of subsection 14-6.2(A)(5), the *owner* or *operator* shall be subject to the enforcement provisions set forth in Sections 1.3 and 14-11 SFCC 1987 and all other legal remedies and enforcement actions available under the law. These may include civil or criminal penalties or revocation of a short-term rental *permit*.

~~[(f) Penalties~~

~~(i) Any owner who fails to report all applicable taxes, including gross receipts tax and lodger's tax, shall be subject to any and all remedies under the short term rental ordinance and any other applicable city, county, state, or federal law or statute. Such owner shall also be subject to revocation of their short term rental permit pursuant to Subsection 14 6.2(A)(5)(e)(i).~~

~~(ii) If an owner is found guilty of operating a short term rental without a valid permit, they shall be fined five hundred dollars ($500). The city may ask the municipal court to treat each day after the initial written notice of violation as a separate violation and assess two hundred fifty dollars ($250) for each day of such daily violations for a total cumulative fine amount. If the city is awarded money as part of a judgment following a court hearing and defendant does not make timely payments to the city, the city may bring an action in lien or equity for the collection of any amounts due.]~~

~~[(g)]~~ (l) Restrictive Covenants

Private restrictive covenants, enforceable by those governed by

Insert #2 from Insertions revisions AD 6-24-20

the covenants, may prohibit *short-term rental units*.

[~~(h)~~](m) Real Estate Agent Disclosure

[~~Real~~]A real estate [~~brokers~~] agent [~~listing~~] who represents a prospective buyer of [~~residential~~] *residentially zoned property* in Santa Fe shall provide the prospective [~~buyers~~]buyer with a current copy of this ordinance.

(n) Host Platforms.

(i) A *host platform* shall include a valid business license number in any listing or advertisement for a *short-term rental unit*.

(ii) A *host platform* shall provide a monthly report to the city that includes the following information, disaggregated by owner:

(A) The total number of *short-term rental unit* listings and owners in the city;

(B) The total number of times and nights each unit was rented to guests each calendar month;

(C) The total amount of revenue collected from all rentals through the *host platform* in the city, including rent and each type of taxes and fees.

[~~(i) The land use director shall establish administrative procedures necessary to implement, manage and enforce this paragraph.~~]

[~~(6) Short-term Rental of Dwelling Units - Non-residentially Zoned Property~~

~~Short-term rental of dwelling units on non-residentially zoned property is permitted as set forth in Table 14-6.1-1, must be registered, are subject to a one-time one-hundred dollar ($100) application, inspection and processing fee; and must comply with submission requirements and report all applicable taxes.~~]

(o) Existing Short-Term Rental Permits

(a) An *owner* of a *short-term rental unit* who possesses a valid short-term rental *permit* at the time that the ordinance amending subsection 14-6.2(A)(5) (Ordinance No. 2020-) is adopted is considered to possess a valid *permit* under the new regulations and does not need to renew the *permit* until it expires.

(b) An *owner* of a *short-term rental unit* who possesses more than one (1) valid short-term rental *permit* at the time that the ordinance amending subsection 14-6.2(A)(5) (Ordinance No. 2020-) is adopted may timely renew those permits as long as the permits are not revoked under Section 14-11.4.

(c) An *owner* who possesses a valid short-term rental *permit* for a *short-term rental unit* that does not comply with the proximity limitations set forth in subsection 14-6.2(A)(5)(e) at the time that the ordinance amending subsection 14-6.2(5) (Ordinance No. 2020-) is adopted is considered to possess a valid permit under the new regulations and may timely renew that permit as long as the permit is not revoked under Section 14-11.4.

(7) Dwelling Units in Specified Commercial Districts (Ord. No. 2016-39 § 4)

In the C-2 and SC Districts, dwelling units do not include mobile homes or recreational vehicles and shall be [~~either~~] one of the following:

(a) accessory dwelling units for occupancy only by owners, employees, or tenants of nonresidential uses that are operated on the same premises;

(b) part of a planned development; [~~or~~]

(c) part of a use for which a development plan or special use *permit* is required; or

(d) part of a qualifying residential project within the Midtown LINC Overlay District.

[~~(8) Effective Date~~

~~The provisions of Subsection 14-6.2(A)(5) of the Land Development Code shall go into~~

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~~effect immediately upon approval of the Governing Body. A ninety (90) day grace period shall be given for effected units to obtain a valid permit. Short-term rental unit owners who possess a valid short-term rental permit at the time this ordinance (Ordinance 2016-20) is adopted shall be considered to possess a valid permit under the new regulations and shall not need to renew their permit until the following year. Short-term rental unit owners who possess a valid short-term permit for a contiguous property issued prior to this ordinance (Ordinance 2016-20) being adopted shall be deemed as a "residential" permit holder upon the adoption of the ordinance and shall renew their permit as a "residential" permit in following years.~~

Section 2. Section 14-12.1 of SFCC 1987 (being Ord. No. 2011-37, § 15 as amended) is amended to add the following definitions:

14-12.1 – DEFINITIONS

DEVELOPMENT CONTAINING RESORT FACILITIES, SHORT-TERM RENTAL

A development in which the *owners* own two (2) or more of the following facilities in common and have obtained a special use *permit* for operation of those facilities: swimming pools, spa facilities, golf courses, restaurants, or tennis facilities.

GUEST, SHORT-TERM RENTAL

Any person who rents a *short-term rental unit* or occupies a *short-term rental unit* during a rental period.

HOST PLATFORM, SHORT-TERM RENTAL

An internet website, a mobile application, or any other forum used to connect a short-term rental owner or operator with guests and to facilitate the booking of a short-term rental unit.

NATURAL PERSON

An individual human being, as opposed to an organization of any form or a business entity.

OPERATOR, SHORT-TERM RENTAL

A person who, with or without a short-term rental *permit* or registration, rents or offers to rent a short-term rental unit to guests.

SHORT-TERM RENTAL UNIT

A *dwelling unit* or *accessory dwelling unit*, or any portion of a *dwelling unit* or *accessory dwelling unit* that is offered for rent or rented for a period of less than thirty (30) days. {located on residentially-zoned property

APPROVED AS TO FORM:

ERIN K. McSHERRY, CITY ATTORNEY

For purposes of Section 14.6-2(A)(5), a

Legislation/2020/Bills/Short-Term Rental Changes

Dear Mayor Webber and members of the Santa Fe city council:

As residents of Santa Fe for over 40 years, we have lived in both RC-8 districts on the Eastside and Don Gaspar as well as currently downtown in the BCD.

We are writing to ask you to please exclude the BCD from your current ordinance changes in the hope this was just an error in drafting.

The BCD is representative of downtown living in cities throughout the country. It does not conform to normal residential zoning and should not be grouped with it.

"Neighbors" in the BCD are restaurants, offices, bars, art galleries, museums, hotels, and properties that have short term renters. In the daytime, people walk back and forth asking for directions and the best places to eat. At night, the area is unusually quiet. This is downtown living that we were accustomed to when we lived years ago in New York City. Building on the growing mixture of business and residence is one way to revitalize our downtown. While we don't rent our residence, no short term renters living nearby have negatively affected us.

When we lived in the RC-8 districts, we understood the concern about short term rentals disturbing the fabric of neighborhoods. We are supportive of the changes that might improve the quality of life for full-time residents. Listening to the recent planning commission hearing, we recognized that some people spoke passionately in support of the proposed changes, but may not realize that some of us live among offices in the BCD, or even where the BCD boundaries lie. It is important to point out the difference, for example, between the BCD and the "historical Guadalupe neighborhood."

We felt relieved to hear that the planning commission and staff saw the possibility of excluding the BCD, as well as many in attendance and that over 800 residents wrote letters wishing the BCD ordinance to continue to be unaffected by a new STRO.

As leaders of our community, we know you see the importance of a vital downtown and hope that you will remove the BCD from any further ordinance changes.

Sincerely,

Pat and Michael French
128 Grant Avenue
Santa Fe, New Mexico

GURULE, GERALDINE A.

From: Stephen Harris <stillwater_flyfisher@hotmail.com>
Sent: Monday, June 15, 2020 8:58 AM
To: Mayors Office
Cc: Kathy Komoll; Teya Vitu; Paco Arguello; Donna Reynolds; gholcomb@vrma.org; aduettra@gmail.com; LINDELL, SIGNE I.; VILLARREAL, RENEE D.; GARCIA, MICHAEL J.; ROMERO-WIRTH , CAROL; RIVERA, CHRISTOPHER M.; ABEYTA, ROMAN R.; CASSUTT-SANCHEZ, JAMIE A.; COPPLER, JOANNE V.; Land Use Public Comment
Subject: Short-Term Rental (STR) Ordinance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To the Honorable Mayor Alan Weber

My wife and I live in Montana and travel south in the winter months. Santa Fe is a destination we enjoy and it continues to be a reoccurring destination.

We use rental systems such as Home Away and Air B&B for much of our travel. These type systems have allowed us to be in walking distance to Santa Fe's downtown/plaza area and the properties provided are a "home away from home atmosphere" that is not provided from other options, such as the Hotel system.

It has come to my attention that changes, from a pending Short-Term Rental (STR) Ordinance, could limit our options and or availability in the future.

Reducing the availability would impair our choices; as even now getting the properties we have used and will continue to use fill up quickly and many times are unavailable.

Potential restrictions will make this more difficult and would limit our returns back to Santa Fe. From a short term rental user point of view, Santa Fe needs to keep what currently exists and even expand the type of rental system we use and not limit it.

Thank you in advance for considering this as you deliberate the pending STR

Steve Harris
Montana Retiree

PAEZ, SALLY A.

From: Melissa Byers <melbye.boss@gmail.com>
Sent: Thursday, June 18, 2020 8:32 PM
To: BERKE, NOAH L.
Cc: ISAACSON, ELIAS S.; PAEZ, SALLY A.
Subject: Re: FW: sorry for the technical glitch

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Got it, thanks!

On Thu, Jun 18, 2020 at 7:50 PM BERKE, NOAH L. <nlberke@santafenm.gov> wrote:

> Noah Berke, CFM
> Planner Manager
> City of Santa Fe Land Use Department
> Office: (505) 955-6647
> Cell or Text: (505) 490-5930
> Email: nlberke@santafenm.gov
>
> Click here for Zoning Code Information
>
> Click here for Property Information
>
> https://www.alltogethersantafe.org/
>
> -----Original Message-----
> From: Karen Heldmeyer <kheld@earthlink.net>
> Sent: Thursday, June 18, 2020 7:38 PM
> To: BERKE, NOAH L. <nlberke@santafenm.gov>
> Subject: sorry for the technical glitch
>
> CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.
>
> I swear. Karen Heldmeyer, 325 E. Berger
>
> I sent in a consensus document w/ suggestions from the Neighborhood Network board.
>
> 3 issues with STRs: affects actual neighborhoods w actual neighborhoods, decreases stock of available housing in many neighborhoods, never really been adequate enforcement especially of fiscal impact
>
> People who actually live here also contribute to the city financially through their ownership and through their living expenses, but also contribute in many other ways to the community. that doesn't occur with transient renters.

GURULE, GERALDINE A.

From: Karen Heldmeyer <kheld@earthlink.net>
Sent: Monday, June 15, 2020 4:01 PM
To: BERKE, NOAH L.; ISAACSON, ELIAS S.
Cc: Mayors Office; ROMERO-WIRTH , CAROL; LINDELL, SIGNE I.; VILLARREAL, RENEE D.
Subject: Neighborhood Network submission on STRs for the 6/18/20 Planning Commission meeting

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The Neighborhood Network appreciates the attempt to amend the Short Term Rental ordinance so that it more carefully reflects the negative effects that the current ordinance and policy have had on existing neighborhoods and on the availability of housing in Santa Fe and tries to correct those problems.

We would also like to thank Pat Lillis for her hard work on researching what other similarly-situated cities have done to deal with STRs.

The NN Board endorses the following amendments to the ordinance:

We endorse the idea that STR permits should only be given to addresses with a local primary resident.

We like the idea of only one permit per "natural person" but think this should be implemented more quickly as some individuals and businesses have amassed large numbers of STRs under the current system and those multiple holdings are particularly deleterious to both neighborhoods and the availability of actual housing.

We agree that there should be no transfers of STR permits when property is transferred or sold unless such a sale or transfer occurs within the immediate family..

All STRs should be permitted, licensed, and in compliance with both GRT and Lodgers' Tax and should feature the permit # in any advertising.

Additionally, all STRs should be in compliance with all other city ordinances and codes.

City staff must monitor all STRs, permitted and otherwise, to insure compliance. If a given unit is not ipermitted, the owner or operator of that unit shall be barred from applying for an STR permit for one year.
For all other violations, the city can assess a $100 fine for each day each violation occurs.

The city should revisit the issue of the proposed proximity of STR's to one another after develpoing a publicly-available map showing how the question of proximity has been handled by the city in the past.

The language on what constitutes a "nonresidential" use should be clarified and tightened to prevent "party houses" and similar uses.

City staff shall also promptly investigate all complaints of violations. Complaints can be made anonymously.

With tighter monitoring of the requirements for STRs, the city needs to revisit the actual cost of permitting and monitoring those units and increase the permit fee accordingly.

Thank you for considering these amendments.

Karen Heldmeyer

Acting President, Neighborhood Network

699-7145

Feature permit # in any advertising

Require business license and tax compliance

Monitor compliance with all codes with strict penalties (1 year?) if not followed

Should we advocate for the primary resident rule?

PAEZ, SALLY A.

From: SALAZAR, ANDREA
Sent: Tuesday, August 25, 2020 9:44 AM
To: PAEZ, SALLY A.
Subject: FW: Short Term Rental Changes

See Mr. Henry's response…

Andréa Salazar
Assistant City Attorney, City of Santa Fe
(505) 955-6303
asalazar@santafenm.gov

WE ARE
#AllTogetherSantaFe
http://www.alltogethersantafe.org
#TodosJuntosSantaFe
http://www.todosjuntossantafe.org

This message may be subject to the attorney client privilege. 11-503 NMRA. If you have received this message in error, please delete it and alert the sender. 16-404(B) NMRA.

From: Mike Henry <henry80108@gmail.com>
Sent: Tuesday, August 25, 2020 9:33 AM
To: WEBBER, ALAN M. <amwebber@santafenm.gov>
Cc: ISAACSON, ELIAS S. <esisaacson@santafenm.gov>; SALAZAR, ANDREA <asalazar@santafenm.gov>; FAUBION, JENNIFER R. <jrfaubion@santafenm.gov>; Signe Lindell <s.lindell@comcast.net>; ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>; VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov>; elicccondos@gmail.com
Subject: Re: Short Term Rental Changes

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Mayor,
Thank you so much for your quick response. I appreciate you sending this to the team responsible for working the draft. As I mentioned in my original e-mail, I would like to invite the team over to Campanilla to see our community and learn more about our business model - particularly the dimensions and quirks of quarter ownership.

Our community is unique, and we believe our maintained homes enhance Otero Street.

I've copied Eli O'Dowd on this message as she is our on site Property Manager. I'm hoping Eli can work with you or your assistants on arranging a tour.

Thank you again for your consideration.

Mike Henry
President of the Board
Campanilla Compound
334 Otero Street
Santa Fe, NM

On Mon, Aug 24, 2020 at 12:17 PM WEBBER, ALAN M. <amwebber@santafenm.gov> wrote:

Thanks for your very thorough and thoughtful letter.
I'm copying this email to the staff team that has been working on the draft revisions and also to the City Councilors who have taken the lead in developing the policy approach. We'll all want to take a careful look at the concerns you have to see what can be done.
Thanks again.
Alan

On Aug 24, 2020, at 11:44 AM, Mike Henry <henry80108@gmail.com> wrote:

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August 23, 2020

Mayor Allen Webber
City of Santa Fe, New Mexico
200 Lincoln Avenue
Santa Fe, NM 87504

Dear Mr. Mayor,

I understand that the city of Santa Fe is reviewing and possibly changing some of the regulations of the City's STR program. While I understand and respect the need for review and updating of the policies, I want to ensure that you are aware that all STR properties are not the same and changing regulations could have a dramatic impact on revenues for the City of Santa Fe and our investment.

I am President of the Board of Directors of Campanilla Compound, a community of 15 residences in the historic Santa Fe style, including both newer construction and renovated historic structures. This high-quality community was approved by the City, and first permitted and developed in 1984. Campanilla is a small neighborhood, with a single access to Otero Street; all management functions, trash removal, outdoor amenities and parking is contained on private property within the community.

From its inception, Campanilla has been occupied by a mix of owners and renters, with on-site management. The Association owns and maintains all common elements and the interiors, exteriors, and furnishings of all residences. Each home is 'quarter owned' and we have several owners that own

multiple quarters. We have approximately fifty (50) owners in total. Campanilla was one of the first communities of this type to be permitted by the City's original Short-Term Rental (STR) program.

We employ two long-standing Santa Fe residents and over 25 local vendors in the running of our business. We do not receive complaints from our neighbors and have been a business in 'Good Standing' and our BBB rating is A+

The regulations as currently drafted, including requirements that permits revert to the City upon a sale, would make it impossible to maintain the current rental business. Moreover, it is not clear how the sale of a single quarter-ownership interest would affect the existing permit and the rights of the remaining majority owners.

Pursuant to the deed restrictions, each quarter owner is entitled to occupy their unit for 13 weeks, spaced throughout the year. Our owners can place some, all, or none of their weeks in the rental pool. We do have carefully thought out use restrictions and active, on-site management, which results in the impact to our community, and by extension the neighboring properties, being the same whether an owner or a tenant occupies any particular week. Our owners demand nothing less.

We request that you address this unique situation in the ordinance, in much the same way as Quail Run was exempted for sound reasons. We request language such as the following:

Revise Section 13-6.2(A)(5)(c)(xiv) to read "upon the transfer of ownership of a short-term rental unit, except the transfer of an interest in a unit that is comprised of multiple, time-divided ownership interests, the short term rental permit shall terminate…" and revise Section 13-6.2(A)(5)(d)(v) to read "the permit is not transferable to another person, except purchasers of partial, time divided interests, or property" so that the permit will not revert if only one quarter interest is sold, but rather the new partial owner would take the place of the old owner.

We have other concerns about additional changes the City is proposing. For example, the loss of a permit for 'technical violations' would mean it is lost forever because the rules would prohibit re-issuing it in these circumstances. This 'one strike and you're out' policy is a bit rigid and unrealistic. What are your and the committee's thoughts on what to suggest as a safe harbor or second chance procedure?

There is also the requirement that the operator live within the city limits which seems arbitrary and possibility unconstitutional. I suggest a dimensional radius (i.e. 25 miles from Santa Fe) or within Santa Fe County as examples.

In addition, the draft does not address how insurance policies work for quarter-owned properties. The COA should be allowed to provide the policies vs. all 50+ of our homeowners.

Finally, the draft suggests capping the number of nights for rental use. Since we are a community of homes and not your typical STR, it would allow more flexibility for guests and hosts if there were an annual cap on rental days, which would serve the same purpose of reducing impacts on the neighborhood.

With that said, I would like to invite you and the other City officials over to Campanilla for a tour of our compound. I want you to meet our employees and see our homes and most importantly learn our business model.

Thank you for your consideration.

Sincerely,

Mike Henry
Campanilla Compound
President, Board of Directors

From: BERKE, NOAH L.
To: ISAACSON, ELIAS S.; PAEZ, SALLY A.
Subject: Fwd: Amendments to STRO ordinance
Date: Thursday, June 18, 2020 2:34:48 PM

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From: I <rnhilgendorf@aol.com>
Sent: Thursday, June 18, 2020 1:38:48 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Amendments to STRO ordinance

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Dear All"

I own two short term rentals at 310 McKenzie St. behind my law office in the BCD. The proposed changes in the STRO ordinance do not seem necessary or justified. The problems in residential neighborhoods should not be use to make changes in the status of our rentals in the BCD. If in fact there are more short term rentals in the city than the authorized 1,000 units then enforcement of the existing ordinance would seem the appropriate solution. I am requesting that before this change is made a full study of the number of unlicensed units outside the BCD be made and a strategy be developed for controlling the unlicensed units. I have not had any complaints from any source in the BCD concerning my units and even though I might be grandfathered in, an apt term since I am 78 years old, obviously ownership will change for my units and these onerous requirements would have to be met by my heirs. Thank you for your consideration. Sincerely, Robert Hilgendorf

GURULE, GERALDINE A.

Subject: FW: Planning Commission meeting 6/18 to consider changes to the Short Term Rental regulations

-----Original Message-----
From: Craig Lamb <clambnm@gmail.com>
Sent: Wednesday, June 17, 2020 5:16 PM
To: PAEZ, SALLY A. <sapaez@santafenm.gov>
Subject: Planning Commission meeting 6/18 to consider changes to the Short Term Rental regulations

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I understand you are the person to submit comments to on the proposed changes to the city of Santa Fe's Short Term Rental policy being considered at a Planning Commission meeting on June 18. If you are not the appropriate person, please forward this to the appropriate person(s) or let me know who to contact.

The comment I would like those considering these changes to see is as follows:

I applaud most of the changes being recommended in the granting and the managing of Short Term Rental permits in the city of Santa Fe. Particularly in requiring permit holders to be city residents and to manage their enterprises themselves, report use and pay appropriate taxes, etc.

I have one problem with the newly proposed changes. Your proposed regulation that a resident can hold only one permit (I assume that means for only one rental unit, though this isn't clear) seems arbitrary. It seems you are, in general, trying to prevent people who are buying up multiple units in an area or around town for the express purpose of turning these into Short Term Rental units, and I agree that is a good policy. But, some local homeowners have more than one auxiliary structure on their property that they can offer as Short Term Rentals, in the pursuit of a livelihood here. I suggest this section could be liberalized some, to at least "two" units or "no more than two or three contiguous units". Or, base this on the number of bedrooms on offer or guests who allowed. Otherwise, it is discriminatory. A permit holder could have a three or four (or more) bedroom house they are renting and another two small one or two bedroom units. How is this different in their impact on the neighborhood or surrounding community?

I urge you to rethink this section of the proposed regulation changes and alter it to better address the perceived problem you are trying to address in this section.

Thank you for your consideration.

Craig Lamb
117 1/2 Martinez Street

PAEZ, SALLY A.

From: BERKE, NOAH L.
Sent: Thursday, August 13, 2020 9:30 PM
To: PAEZ, SALLY A.
Subject: FW: Letter

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
Cell or Text: (505) 490-5930
Email: nlberke@santafenm.gov

Click here for Zoning Code Information

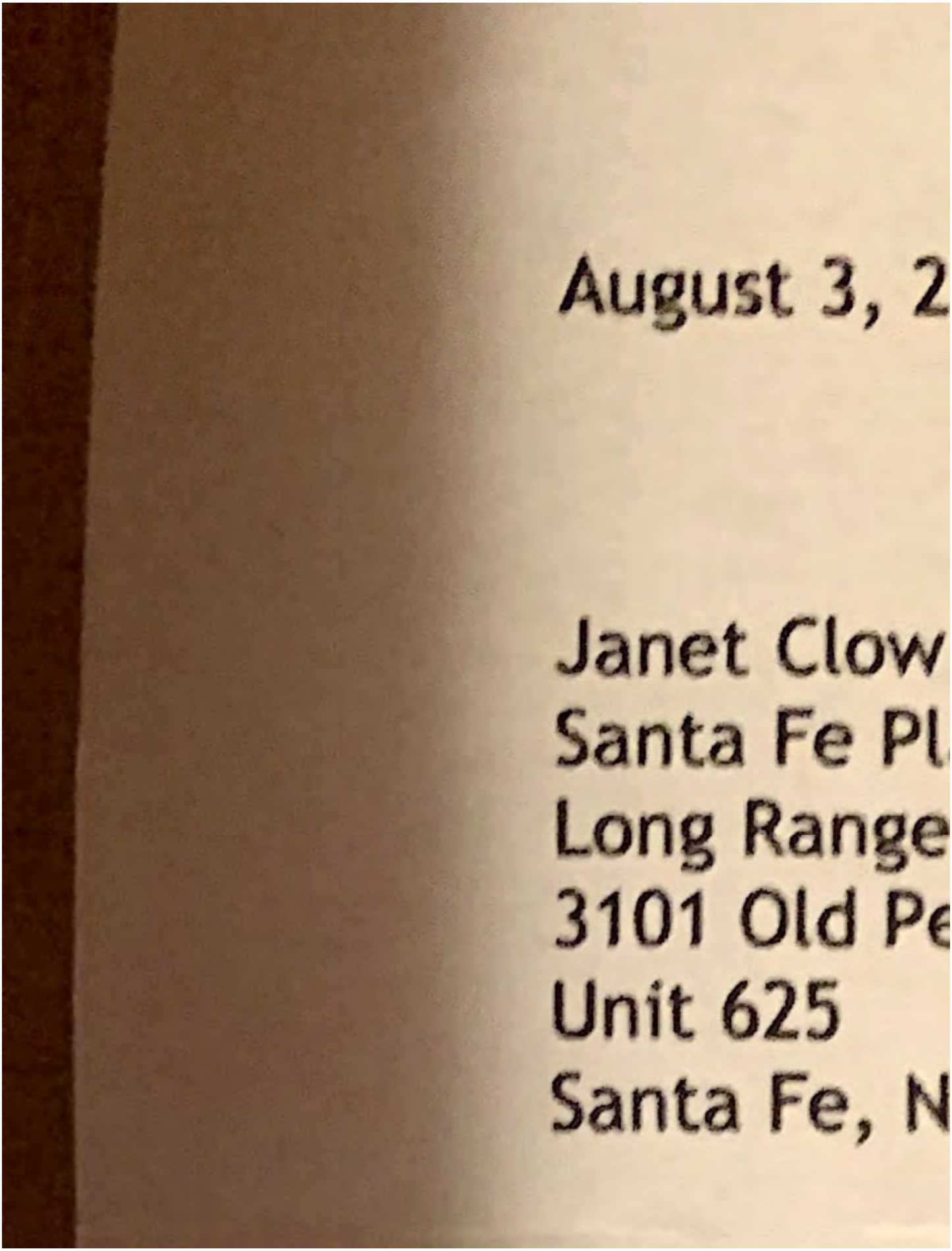
Click here for Property Information

https://www.alltogethersantafe.org/

From: Janet Clow <jclow1949@gmail.com>
Sent: Thursday, August 13, 2020 3:31 PM
To: BERKE, NOAH L. <nlberke@santafenm.gov>
Subject: Letter

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Noah: I received the attached letter last week in the mail. Janet Clow


August 3, 2
Janet Clow
Santa Fe Pl
Long Range
3101 Old Pe
Unit 625
Santa Fe, N

Sent from my iPhone

Dear Planning Commissioners,

My name is Patricia Lillis. I live at 2119 Conejo Drive, Santa Fe, NM 87505.
Attached, and below, are my submitted, written comments on the Short-Term Rental Changes.
Thank you for your consideration.

ATTACHMENTS

Attachment "A" contains my comments and suggestions written directly onto the "Short-Term Rental Changes" pdf file. It is an easy way to get to the highlights of this Ordinance rewrite.

Attachment "B" supports my comments with recommendations, statistics, background and the need of a Primary Resident requirement after more than two years of following what other cities have done to mitigate the negative effects Short-term Rentals have had on communities.

Attachment "C" is a partial list, with summary and links, of what 15 cities have accomplished. They include **Portland, OR, Boulder, Charleston, Santa Monica, Denver, Miami Beach, Miami, Richmond, Boston, Washington, DC, San Francisco, Los Angeles, New York City, New Orleans, Sunnyvale, CA**

Attachment "D" contains the body of this email.

COMMENTS

The two major elements missing in the STR ordinance draft are:

1) **This ordinance needs a Primary Residency requirement of 6 months or more.** (This ordinance says that any "natural person" from anywhere can have one speculative STR that is not a primary resident)**; and**
2) **This ordinance needs to phase out within a year or two current STRs that are not primary residences.**

NOTE: Pretty much all cities with housing challenges have gone with a **Primary Resident Requirement**. There are many levels that include a Primary Resident requirement. For example:
- Primary Residency requirement of 6 months can include renters, with homeowner's approval.
- Primary Residency requirement of 6 months can range from requiring the Host to reside on site during the stay to allowing an "operator" to manage the STR for a maximum of 60, 90 or 120 days a year.

In short, the City's ordinance proposes that:
- All current rentals remain the same with no time limit.
- Primary Residency is not a requirement.
- Any "natural person" person from anywhere can have one STR rental — doesn't prevent speculation.

On page 4 of the ordinance draft, Santa Fe has stated its intent and has acknowledged the STR problem but these amendments do nothing to address that intent and acknowledgment.

I would like the City of Santa Fe to do what most cities with housing challenges have accomplished and submit an ordinance with real reform. This current draft falls well short of that.

With so much talk about Santa Fe's housing shortage and housing challenges, we must take the step in the right direction and do something substantive. This ordinance does not do that. Compared to other cities, we are so far behind in reforming our STR ordinance. **Primary Residency requirement is the key.** Primary Residency can include a variety of options and this one requirement, other cities say, makes enforcement and fee collection easier while removing competition with speculators.

Housing is important. It is a home. Santa Fe should honor that by including a Primary Residency requirement and phasing out all current STRs that do not meet that criteria. STRs take housing off the market and disrupt neighborhoods on so many levels.

Anything other than primary residency encourages speculation, takes away long-term rentals and reduces home ownership opportunities for our residents.

After reading these changes carefully and researching Short-term Rental regulation changes made by other cities due to housing challenges and neighborhood impact, I submit my comments. — Pat Lillis, Santa Fe

NOTE: Pretty much all cities like Santa Fe that have housing challenges have gone with a **Primary Resident Requirement**

There are many levels that include a Primary Resident requirement. For example:

1. Primary Residency requirement of 6 months can include renters, with homeowner's approval
2. Primary Residency requirement of 6 months can range from:
   - requiring the Host to reside on site during the stay
   - allowing an "operator" to manage or host a STR for a maximum of 60, 90 or 120 days a year.

Santa Fe should consider a Primary Residency requirement.

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2020-__

INTRODUCED BY:

Mayor Alan Webber

Councilor Signe I. Lindell

Councilor Carol Romero- Wirth

Councilor Renee Villarreal

AN ORDINANCE

AMENDING SECTION 14-6.2 SFCC 1987 TO ADOPT BY ORDINANCE A MAXIMUM OF ONE THOUSAND (1000) SHORT-TERM RENTAL PERMITS IN THE CITY, TO PROSPECTIVELY LIMIT THE NUMBER OF SHORT-TERM RENTAL PERMITS TO ONE PER NATURAL PERSON, TO PROSPECTIVELY LIMIT THE PROXIMITY OF SHORT-TERM RENTAL UNITS ON RESIDENTIALLY ZONED PROPERTY, TO REQUIRE A LOCAL OPERATOR FOR S HORT-TERM RENTAL UNITS , TO ADOPT RECORD-KEEPING AND REPORTING REQUIREMENTS FOR SHORT-TERM RENTAL UNIT OWNERS AND HOST PLATFORMS, AND TO CLARIFY OTHER PROVISIONS OF THE SHORT-TERM RENTAL ORDINANCE.

BE IT ORDAINED BY THE GOVERNING BODY OF TH E CITY OF SANTA FE:

Section 1. Subsection 14-6.2(A)(5) of SFCC 1987 (being Ord. No. 2011-37 § 8, as amended) is amended to read:

14-6.2 USE-SPECIFIC STANDARDS

(A) Residential Uses

(1) Continuing Care Community

(a) Density

Independent *dwelling units* are subject to the *density* standards of the district in which the *continuing care community* is located.

(b) Compliance with state and federal law

Continuing care communities must comply with all applicable *state* and federal laws and regulations.

(2) Mobile Home, Permanent Installation

In any district in which permanent single-*family* occupancy of a *mobile home* on an individual *lot* is allowed as a special use *permit* by the board of adjustment, the following minimum standards apply:

(a) the *mobile home* shall be anchored to a concrete foundation and skirted as specified by the *land use director*;

(b) the rental or lease of *mobile homes* used as single-*family* residences on individual *lots* is prohibited; and

(c) minimum requirements for *lot* size, *front*, *side* and *rear yards*, and all other standards pertaining to single-*family residential* land use set forth in Chapter 14 apply.

(3) Mobile Home Park

(a) Applicability

New *mobile home parks* are prohibited as of December 10, 2012 (effective date of this Ordinance No. 2012-37). In a district in which *mobile home parks* are allowed, the minimum standards set out in this section apply.

(b) License

Prior to beginning operation, a *mobile home park* owner or operator must obtain a business license from the *city* under the provisions of Article 18 -1 SFCC 1987.

(c) Inspection

The *city* may inspect a *mobile home park* for conformance with the provisions of this section.

(d) Transfer of License

The *city* may issue a transfer of the license only after the following:

(i) *application* in writing for transfer of a license and payment of the transfer;

(ii) an inspection report by the *land use director* has been submitted to the *governing body*, stating conformance or nonconformance with the provisions of this section;

(iii) approval by the *governing body*.

(e) Revocation of License

The *governing body* may revoke a license to maintain and operate a *mobile home park*, as provided in Article 18-1 SFCC 1987 when the *licensee* has violated any provision of this section.

(f) Posting

The license certificate shall be conspicuously posted in the office of or on the *premises* of the *mobile home park* at all times.

(g) Standards

Mobile home parks shall comply with the standards set forth in Subsection 14 -7.2(1).

(4) Manufactured Homes

Manufactured homes:

(a) are permitted in any district in which site-built, *single-family dwellings* are allowed;

(b) shall meet all requirements of other site- built, *single-family dwellings* in the same district and all applicable historic or aesthetic standards set forth in Chapter 14; and

(c) shall be constructed according to the Manufactured Home Construction and Safety Standards, 24 CFR Section 3280.

(5) Short-Term Rental [of Dwelling] Units [- Residentially Zoned Property]

(a) [Dwelling Units] Purpose and Intent

~~[Dwelling units located on residentially zoned property may not be rented for less than thirty days except as set forth in this Subsection 14-6.2(A)(5).]~~ The purposes of this *Short-Term Rental Unit* Ordinance are the following:

(i) to ensure that the operation of *short-term rental units* in residential areas does not disrupt the character of the city's neighborhoods or affect the quality of life of neighboring residents;

(ii) to prevent speculators from purchasing multiple homes for the purpose of operating multiple *short-term rental units*, thereby reducing the amount of long-term housing availability;

(iii) to allow law abiding residents the option of utilizing their homes and *accessory dwelling units* as *short-term rental units* to create wealth and generate supplemental income;

(iv) to minimize public safety risks associated with *short-*

← INTENT listed here. However, Page 17 says all current STRs are forever grand-fathered in. And, Page 6 states that anyone on the planet can have a short term rental in Santa Fe.

← Why say multiple?

← Add "primary" to precede the word resident. to make it a primary resident requirement

term rental units, such as higher traffic levels, parking issues, noise, litter, and other public nuisances; and

(v) to ensure that an *owner* or *operator* of a *short-term rental unit* follows applicable regulations, including the payment of all applicable fees and taxes.

(b) Short-Term Rental [Units] *Permit* Required

[~~Short-term rental units are prohibited on residentially zoned property except as provided in this Subsection 14-6.2(A)(5)(b).~~]

[~~(i) Short-term rental units that are operated in compliance with Subsection 14-6.3(D)(1) (Accessory Dwelling Units) and in compliance with this Subsection 14-~~ 6.2(A)(5) are allowed.]

(i) An *owner* of a *short-term rental unit* must have a *city*-issued business license and a short-term rental *permit*. An *owner* or *operator* shall not operate, rent, offer to rent, or advertise a *short-term rental unit* without a valid *permit* from the *city*.

[~~(ii) Short-term rental units located in a development~~ containing resort facilities approved pursuant to a special use permit which are owned in common ~~by the owners within the development, are allowed~~. ~~As used in this item, "resort facility" means~~ any combination of swimming pools, spa facilities, golf courses, restaurants and tennis facilities.]

[(iii)](ii) The *land use director* may issue a maximum of one thousand (1000) short-term rental *permits*[~~in a quantity approved by the governing body through adoption, after a public hearing, of a resolution for residential units not otherwise qualifying for permits under Items (i) and (ii) above. Dwelling units on non-residentially zoned property pursuant to §14-6.2(A)(6) and §14-6.2(A)(7) are not subject to the permit limit imposed~~ by this subsection].

(iii) The *land use director* shall issue *permits* to *natural*

← See next page

persons only, and each *natural person* may possess a maximum of one (1) *permit*.

(iv) ~~[Whenever the demand for short-term rental units exceeds the number permitted in accordance with Subsection 14-6.2(A)(5)(b)(iii) above, the number of additional permits may be increased by the governing body through adoption of a resolution and issued by the land use director. New permits shall be issued in the order that eligible applications are received.]~~ The land use department shall process *applications* in the order of receipt and shall issue new *permits* in the order that complete *applications* are received. If the number of *permits* reaches the one thousand (1000)- *permit* limit, then the land use department shall stop processing *applications* and shall add *applicants* to a waiting list until a *permit* becomes available. If an *applicant* waits on the list for a year or longer, the land use department may require the *applicant* to indicate a continued interest in remaining on the list.

(v) A *permit* is not transferable to another person or property. Upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the property as a *short-term rental unit*, the *owner* shall submit a new *application* to the land use department.

(c) General Provisions

~~[Unless otherwise stated, the following general provisions apply to short-~~ term rental units:]

(i) A *short-term rental unit* must have a local *operator* that is available twenty -four (24) hours per day, seven (7) days per week, to respond to complaints regarding the operation or occupancy of the *short-term rental unit*. For purposes of this subparagraph, "local" means within the municipal boundaries of the city of Santa Fe.

~~[(ii) short-term rental permits will not be issued for more than two short-term rentals units directly adjoining each other on a residentially zoned street. For the purposes of this subsection, "directly adjoining" means sharing a common boundary along a~~

Each natural person listed on the deed should be included in the STR permit to prevent co-owners from obtaining multiple short-term rental permits

Best solution. Add Primary Residency requirement to support intent from page 4.

Most cities with housing challenges include a primary resident requirement.

Why aren't we?

← Complaints or information concerning enforcement of non-compliance shall be treated anonymously.

~~public street frontage, but does not include adjoining *units* in a condominium, townhouse~~ development, apartment complex, or residential compound;]

(ii) An *owner* or *operator* shall not rent a *short-term dwelling unit* more than once [~~no more than one rental is allowed~~] within a seven (7)-[consecutive] day period[;].

(iii) An *owner* of a *permitted short-term rental unit* shall provide *off-street parking* [shall be provided] on site as follows: [~~1)~~]

(A) one bedroom, one parking space; and [2)]

(B) two or more bedrooms[;], two parking spaces[;].

(iv) A *short-term rental unit* must meet all applicable building, [and] fire, [life] and safety codes, [~~shall be met~~] and all toilets, faucets, and shower heads [shall]must meet the water conservation requirements described in Section 25-2.6 SFCC 1987[;].

(v) Prior to issuance of a *permit*, a *short-term rental unit* must have a *certificate of occupancy* to ensure compliance with all applicable codes.

(vi) Prior to issuance of a *permit*, the *owner* of a *short-term rental unit* must obtain a business license under Section 18 -1 SFCC 1987.

(vii) A valid business license number must be included in all advertising of a *short-term rental unit*, including listings on a *host platform*.

[(v)](viii) [occupants]An *owner* or *operator* shall not allow *guests* [shall not]to park recreational vehicles on site or on the street;

[(vi)](ix) [~~short term~~] *Short-term rental units* located on *residentially-zoned property* shall be used exclusively for residential purposes and shall not be used for commercial activities or events, defined as intending to make money, offering goods or services for sale, or conducting any other event or activity that is not residential in nature. An activity "not residential in nature" includes gatherings in excess of [~~three (3)~~] two (2) times the

← How will this 7-day period be enforced? Seems very difficult to track and enforce.

← STR Permit # should be posted. Not Business License. Each STR has a permit # for tracking unit unlike business license used for multiple purposes.

number of legally allowed [occupants] guests in the *short-term rental unit* [(including occupants)], unless the activity or event is otherwise permitted by the *city*[;].

[(vii)](x) [the]The total number of [persons] guests that may occupy [the]a *short-term rental unit* is twice the number of bedrooms[;].

[(viii)](xi) [noise]Noise or other disturbance outside [the]a *short-term rental unit* is prohibited after 10:00 p.m., including decks, portals, porches, balconies, or patios[;].

[(ix)](xii) [~~all occupants shall be informed~~]The *owner* or *operator* of a short-term rental unit shall notify all guests in writing of relevant *city* ordinances, including the *city*'s nuisance and water conservation ordinances[~~, by the owner/operator of the short-term rental unit~~]. All [occupants]guests shall comply with all relevant *city* ordinances, including [~~and~~ comply with all provisions of] the [lodger's] lodgers' tax ordinance[;].

[(x)](xiii) [the]The *owner*[/operator] shall pay all applicable local, state, and federal taxes, including lodgers' tax, gross receipts tax, and income tax[es;].

~~[(xi) should the owner/operator fail to pay all applicable taxes, the owner/operator shall be subject to penalties pursuant to Subsection 14-6.2(A)(5)(f).~~

~~(xii) the *owner*/operator shall make available to the *city* for its inspection all records relating to the operation of the short-term rental unit to determine compliance with this Subsection 14-6.2(A)(5); and~~

~~(xiii) the *owner* shall maintain adequate short-term rental insurance coverage for the *short-term rental unit*. Proof of insurance shall be required at the time the *permit* is issued and such other times as requested by the *land use director*.~~

~~(xiv) upon the transfer of ownership of a *short-term rental unit*, the short-term rental *permit* shall terminate and revert to the land use department. If the new *owner* wishes to use the property as a *short-term rental unit*, new *application* shall be submitted to the~~

land use department.]

(d) *Applications* for Short-Term Rental *Permit*

[Unless otherwise stated, an]An *applicant* shall submit an *application* for a short-term rental *permit* [~~shall be submitted to the city as follows~~] that includes the following information and documentation:

(i) [the application shall include]the name and phone number of the local owner[/operator] or *operator* who is available twenty-four (24) hours per day, seven (7) days per week to respond to complaints regarding the operation or occupancy of the *short-term rental unit* [~~as well as the name and phone number of city staff responsible for enforcing this~~ section];

(ii) [~~the application shall include~~] a statement signed by the [owner/operator] *owner* and *operator*, affirming that they will operate the *short-term rental unit*[~~shall be operated~~] in compliance with this subsection 14-6.2(A)(5) and all other applicable laws, *city* codes, and private covenants; and that no private covenants prohibit the operation of the *short-term rental unit*[~~ is in compliance with any applicable private covenants, including those that prohibit the presence of *short-term rental*~~]; and

(iii) additional information, documentation, and submittals as required by the *land use director*.

[~~(iii) all applicants must submit proof of all required inspections with their initial application. Renewal applications for the same property may submit proof of all required inspections in the form of a statement attesting to compliance with all applicable fire, health, and safety requirements. The city shall perform random inspections to ensure compliance with this Subsection 14-6.2(A)(5).~~

~~(iv) prior to issuance of a permit, a certificate of occupancy is required to~~ ensure compliance with this paragraph and all applicable codes;

~~(v) the permit is not transferable to another person or property;~~

~~(vi) within ten days of the issuance of the permit, the owner/operator shall mail notice by first class mail, with certificate of mailing, to the homeowners association (if~~ applicable), and to the owners of properties within two hundred (200) feet of the subject property, ~~exclusive of rights of way, as shown in the records of the county assessor, and by first class mail~~ to the physical addresses of such properties where such address is different than the address of the ~~owner and to the land use department. Notice shall be on a form approved by the land use director, and shall contain the name and phone number of the owner and operator who will be available twenty-four hours per day, seven days per week to respond to complaints regarding the operation or occupancy of the short term rental as well as the name and phone number of city staff responsible for enforcing this paragraph. Copies of all required mailing lists and mailing certificates shall be provided to the land use director within ten days of the mailing. Failure to provide notification as described in this subsection is subject to penalties and prosecution pursuant to Subsection 14-6.2(A)(5)(f);]~~

[(vii) ~~each application shall be accompanied by a fee of one hundred dollars ($100) to cover *application* processing and inspections. This application fee is non refun dable.]~~

[~~(viii) The annual permit fee schedule is as follows:~~

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

~~Table 14-6.1-1~~ Annual Permit and Registration Fees*		
~~Short-term Rental~~ Type	Permit ~~Fee per~~ Unit	Registration Fee per Unit
~~§ 14-6.2A(5)(b)(i)~~ Accessory Dwelling Units	$325.00	

~~(ix) The annual fee includes the city's business registration fee and fees for inspections related to issuance of the short-term rental permit. Revenue from fees imposed pursuant to this paragraph shall be used only to administer, manage, and enforce this section.~~

~~(x) If payment of a permit fee was in excess of that for which a person was liable, the person may claim a refund by directing to the city finance director a written claim for refund no later than one year from the date payment was made. Every claim for refund shall state the amount and basis for the claim. The city finance director may allow the claim in whole or in part or may deny it. If the claim is not allowed in whole, the person may appeal the decision pursuant to Section 14-3.17.~~

~~(xi) Unless revoked as set forth in Subsection 14-6.2(A)(5)(f), a permit holder may renew the permit annually. If not renewed by March 15 of each year, the owner/operator may pay a late fee of fifty dollars ($50) to extend the time for filing to renew to April 15. An owner of an expired permit may submit a new application for a short-term rental~~

~~permit to the land use director in accordance with Subsection 14-6.2(A)(5)(b)(iv) subject to~~ availability of permits.

~~(xii) A valid permit number shall be included in all advertising of the short-term rental, including listings on web-based rental sites.]~~

(e) Proximity of *Short-Term Rental Units* on *Residentially Zoned Property*

Subject to the exceptions listed below, the *land use director* shall not issue a new *permit* for a *short-term rental unit* if the subject property, as identified in the *application*, is located within a seventy-five (75)-foot radius of a r *esidentially zoned property* that has a permitted *short-term rental unit*. The radius shall be measured from the subject property boundary. This limitation shall not apply to the following:

(i) an *application* for a *short-term rental unit* located on non-*residentially zoned property* or within a *development containing resort facilities*;

(ii) an *application* for a *short-term rental unit* that complies with the requirements set forth in the *accessory dwelling u nit* ordinance, subsection 14-6.3(D)(1); or

(iii) an application for a *short-term rental unit* in a *multiple-family dwelling* development that contains four (4) or more *dwelling units*, provided, however, that the *land use director* shall not issue short-term rental permits for more than twenty-five (25%) of the *dwelling units* in a *multiple-family dwelling* development that contains four (4) or more *dwelling units*.

← Lots of long-term rental housing removed from the market?

Make primary residence requirement.

[(e)](f) Fees for *Short-term Rental Units*

The following fees shall be used only to administer, manage, and enforce this subsection 14-6.2(A)(5) and relevant sections of Chapter 18 SFCC 1987, which address applicable licenses and taxes.

(i) *Application* fee. An *application* for a new short-term rental *permit* shall be accompanied by a one-time non-refundable *application*, processing, and

inspection fee of one hundred dollars ($100).

(ii) Business license fee. A *short-term rental unit* is subject to an annual business license fee of thirty -five dollars ($35).

(iii) *Permit* fee. A *short-term rental unit* is subject to an annual *permit* fee of two hundred and ninety dollars ($290).

(g) Required Notice

(i) Within ten (10) days after the issuance or renewal of a short-term rental *permit*, the *owner* or *operator* shall mail notices by first-class mail to the homeowners association within which the unit is located (if applicable); to the *owners* of *residentially-zoned property* within two hundred (200) feet of the subject property, exclusive of rights of way, as shown in the records of the county assessor; to the physical addresses of such properties where such address is different than the address of the *owner*; and to the land use department.

(ii) The notices shall be on a form approved by the *land use director*.

(iii) The notices shall contain the name and phone number of the local *operator*. Within ten (10) days after any change in the contact information for the local *operator*, the *owner* or *operator* shall mail a new notice, to all parties, in accordance with this subparagraph 14-6.2(A)(5)(e).

(iv) Within ten (10) days of the mailing, the *owner* or *operator* shall provide the *land use director* with copies of all required mailing lists and an affidavit of mailing signed by the person who mailed the notices.

(h) Records

Each *owner* or *operator* shall maintain all records for the *owner's short-term rental unit* for at least the most recent three years for the *owner's short-term rental unit* or units and shall make such records available to the *city* for inspection upon request. If a *host platform* collects rent for a *short-term rental unit*, the *host platform* must also maintain such records. The

records to be maintained for each *short-term rental unit* must include the following:

(i) The number of reservations and number of nights rented each calendar month;

(ii) The amount of rent guests by month; and

(iii) The amount of each type of tax and fee the owner paid to the *city* in connection with rental of the unit by month.

(i) *Permit* Renewals

Unless revoked pursuant to Section 14-11.4, an *owner* may renew a short-ter m rental *permit* annually. If not renewed by the expiration date of the existing *permit*, the owner may pay a late fee of fifty dollars ($50) to extend the time for filing to renew by thirty (30) days. After the thirty (30) days, if the *owner* has not renewed or requested an extension, the *permit* will become available to the next eligible *applicant*, and the *owner* may submit a new *application* for a short-term rental *permit* to the *land use director*, subject to the availability of *permits*.

(j) Inspections

The *city* shall perform random inspections to ensure compliance with subsection 14-6.2(A)(5) and all applicable fire, health, and safety requirements. The *city* may require an *applicant* to submit proof of inspections at the time of initial *application* and at such other times as requested by the *land use director*.

(k) Violations and Penalties

~~[(i) The land use director shall document all alleged violations of this paragraph and shall pursue enforcement through the municipal court as set forth in Article 1-3 SFCC 1987 or in another appropriate court of law. The city shall give the owner a written notice of violation, which shall be mailed either to the owner's local or business address or agent's address, informing the owner of the violation. If corrective action is not completed within fifteen~~ (15) days of the date of the letter, the city may file a criminal complaint in municipal court. Upon

← How will you track the one rental per 7-day period with this information?

What is "rent guests"?

← One time? No time limit to pay?

Add something like "the owner may, within 30 days of expiration, pay a one time late fee" ...

~~conviction of a first violation, the land use director shall revoke the permit and operation of the short-term rental shall cease within thirty days.~~

~~(ii) An owner who offers for rent as a short-term rental a dwelling unit that is not permitted for use as a short-term rental is in violation of this paragraph and is subject to penalties, property liens and/or prosecution pursuant to subsection 14-2(A)(5)(f).(iii)An agent who knowingly assists an owner in advertising or renting a dwelling unit as a short-term rental unit that is not permitted under this subsection 14-6.2(A)(5) is subject to penalties and~~ prosecution, and the agent's business license is subject to revocation.]

If an *owner* or *operator* fails to obtain the necessary *permit* before renting, offering to rent, or advertising a short-term rental unit; fails to pay or report applicable taxes; or otherwise fails to adhere to the provisions of subsection 14-6.2(A)(5), the *owner* or *operator* shall be subject to the enforcement provisions set forth in Sections 1.3 and 14-11 SFCC 1987 and all other legal remedies and enforcement actions available under the law. These may include civil or criminal penalties or revocation of a short-term rental *permit*.

← Shouldn't the penalties be listed within this ordinance so all will know what the fines are?

[~~(f) Penalties~~

~~(i) Any owner who fails to report all applicable taxes, including gross receipts tax and lodger's tax, shall be subject to any and all remedies under the short-term~~ rental ordinance and any other applicable city, county, state, or federal law or statute. Such owner ~~shall also be subject to revocation of their short-term rental permit pursuant to Subsection 14-~~ 6.2(A)(5)(e)(i).

~~(ii) If an owner is found guilty of operating a short-term rental without a valid permit, they shall be fined five hundred dollars ($500). The city may ask the municipal court to treat each day after the initial written notice of violation as a separate violation and assess two hundred fifty dollars ($250) for each day of such daily violations for a total cumulative fine amount. If the city is awarded money as part of a judgment following a court~~

~~hearing and defendant does not make timely payments to the city, the city may bring an action in~~ lien or equity for the collection of any amounts due.]

[(g)] (l) Restrictive Covenants

Private restrictive covenants, enforceable by those governed by the covenants, may prohibit *short-term rental units*.

[(h)](m) Real Estate Agent Disclosure

[Real]A real estate [brokers] agent [listing] who represents a prospective buyer of [residential] *residentially zoned property* in Santa Fe shall provide the prospective [~~buyers~~]buyer with a current copy of this ordinance.

(n) Host Platforms.

(i) A *host platform* shall include a valid business license number in all listing s or advertisements for a *short-term rental unit*.

(ii) A *host platform* shall provide a monthly report to the city that includes the following information about the *short-term rental units* advertised in the city, disaggregated by owner, describing the following information for that month :

(A) The number of *short-term rental unit* listings and owners in the city;

(B) The number of reservations and number of rental nights for each unit;

(C) The amount of revenue owners collected through the *host platform*, including rent and each type of taxes and fees.

[~~(i) The land use director shall establish administrative procedures necessary~~ to implement, manage and enforce this paragraph.]

(6) ~~[Short-term Rental of Dwelling Units Non-residentially Zoned Property]~~

← STR Permit # customarily used in advertising. Not Business License. Each STR has a permit # for tracking each unit unlike one business license could be used for multiple purposes, or multiple units.

Existing Short-Term Rental Permits and Registrations

[~~Short-term rental of dwelling units on non-residentially zoned property is permitted as set forth in Table 14-6.1-1, must be registered; are subject to a one-time one-hundred dollar ($100) application, inspection and processing fee; and must comply with submission~~ requirements and report all applicable taxes.]

(a) Valid short-term rental *permits* held at the time the ordinance amending subsection 14-6.2(A) SFCC 1987 (Ordinance No. 2020-__) is adopted are valid, even if multiple permits are held by one owner. The *owner* does not need to renew those *permits* until they expire. Upon expiration, the *owner* may be eligible to timely renew the *permits* pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the *permits* are not revoked under Section 14-11.4.

(b) Valid short-term rental *permits* that do not comply with the proximity limitations set forth in subsection 14-6.2(A)(5)(e) held at the time that the ordinance amending subsection 14-6.2(5) (Ordinance No. 2020-__) is adopted are valid and owners of such permits are eligible to timely renew the *permit* pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the land use department does not revoke the *permit* under Section 14-11.4.

(7) Dwelling Units in Specified Commercial Districts

In the C-2 and SC Districts, dwelling units do not include mobile homes or recreational vehicles and shall be [either] one of the following:

(a) accessory dwelling units for occupancy only by owners, employees, or tenants of nonresidential uses that are operated on the same premises;

(b) part of a planned development; [~~or~~]

(c) part of a use for which a development plan or special use *permit* is required; or

←This page says all current Short-term Rentals can continue forever with NO time limit.

Unlike most cities that reform their STR rules, it appears here that ALL current multiple permits held by speculators (as stated on page 4) have a free pass. There should be a time limit of one or two years to phase out STR units that don't meet primary residency into long-term rentals or available residential housing.

Are corporations and other entities that currently have STR permits deemed natural persons for yearly permit renewal — forever?

(d) part of a qualifying residential project within the Midtown LINC Overlay District.

~~[(8) Effective Date~~

~~The provisions of Subsection 14-6.2(A)(5) of the Land Development Code~~ shall go into effect immediately upon approval of the Governing Body. A ninety (90) day grace period shall be given for effected units to obtain a valid permit. Short-term rental unit owners who possess a valid short-term rental permit at the time this ordinance (Ordinance 2016-20) is adopted shall be considered to possess a valid permit under the new regulations and shall not need to renew their permit until the following year. Short- term rental unit owners who possess a valid short- term permit for a ~~contiguous property issued prior to this ordinance (Ordinance 2016-20) being adopted~~ shall be deemed as a "residential" permit holder upon the adoption of the ordinance and shall renew their permit as a "residential" permit in following years.]

Section 2. Section 14-12.1 of SFCC 1987 (being Ord. No. 2011-37, § 15 as amended) is amended to add and amend the following definitions :

14-12.1 DEFINITIONS

DEVELOPMENT CONTAINING RESORT FACILITIES, SHORT -TERM RENTAL

A development in which the *owners* own two (2) or more of the following facilities in common and have obtained a special use *permit* for operation of those facilities: swimming pools, spa facilities, golf courses, restaurants, or tennis facilities.

GUEST, SHORT-TERM RENTAL

Any person who rents a *short-term rental unit* or occupies a *short-term rental unit* during a rental period.

HOST PLATFORM, SHORT-TERM RENTAL

An internet website, a mobile application, or any other forum used to connect a short-term rental

owner or operator with guests and to facilitate the booking of a short-term rental unit.

NATURAL PERSON

An individual human being, as opposed to an organization of any form or a business entity.

OPERATOR, SHORT-TERM RENTAL

A person who, with or without a short-term rental *permit* or registration, rents or offers to rent a short-term rental unit to guests.

SHORT-TERM RENTAL UNIT

A *dwelling unit* or *accessory dwelling unit*, or any portion of a *dwelling unit* or *accessory dwelling unit*, that is offered for rent or rented for a period of less than thirty (30) days.

APPROVED AS TO FORM:

_____

ERIN K. McSHERRY, CITY ATTORNEY

SHORT-TERM RENTAL REFORM NEEDS TO INCLUDE A **PRIMARY RESIDENCE REQUIREMENT** IN ORDER TO MEET HOUSING CHALLENGES

Pretty much any major city that is experiencing affordable housing challenges have a primary residency requirement at this time. Below are 15 (with details attached.)

MIAMI BEACH, FL (pop 87,000)
SANTA MONICA, CA (pop 88,000)
BOULDER, CO (pop 107,000)
SUNNYVALE, CA (pop 153,000)
RICHMOND, VA (pop 229,000)
NEW ORLEANS, LA (pop 391,000)
MIAMI, FL (pop 471,000)
PORTLAND, OR (pop 657,000)
BOSTON, MA (pop 685,000)
WASHINGTON, DC (pop 712,000)
CHARLESTON, SC (pop 788,000)
SAN FRANCISCO (pop 889,000)
DENVER (pop 2,800,000)
LOS ANGELES (pop 4,000,000)
NEW YORK CITY (pop 8,500,000)
(Summaries and links are available for these 15 cities.)

A Primary Residence requirement has been successful in reducing the negative effect Short-term Rentals have on neighborhoods and communities.

>>>

For City Council consideration, below is a list of recommendations.

1. Initiate STR code changes that are simple, clear and easily enforced.
2. Allow one STR permit per primary residence, with proof of ownership or owner approved rental agreement. That resident, commonly called the Host, must occupy the home for at least 6 months. One permit per household can be for a main house or guesthouse. Consider a rental limit of 90 days per year.
3. Owner must annually renew a STR permit and must list the assigned permit number on all advertised listings, Internet and otherwise.
4. Owner must have a business license, required code inspections and a GRT number.
5. At the sale of a residential or commercial property, the seller cannot transfer a STR permit. The new owner must re-apply for approval.
6. Require, monitor and strictly enforce Lodgers' and GRT tax collections.
7. Complaints or information concerning enforcement of non-compliance shall be treated anonymously.
8. Provide tracking of unlicensed STRs and licensed permit compliance with strong and effective enforcement of all STR rules and regulations, including limits of the number of guests per stay.

PUTTING NEIGHBORS BACK INTO NEIGHBORHOODS

When the original Short-Term Rental (STR) ordinance was adopted into the City Code, Santa Fe, like all US cities, had little or no experience with this new concept of renting. Short-Term Rentals (STRs) were originally envisioned as an opportunity for local residents to rent out their homes or portions thereof for either profit or the necessity to cover living expenses. None of the original ordinance framers could have foreseen that these permits would become commercial business enterprises, or that one person would have multiple individual permits, or that STRs would have such a negative impact on neighborhoods, long-term rental housing availability and housing prices.

The suggestions for changes to Santa Fe's STR ordinance are briefly described below and are taken from the many different communities who have successfully modified their STR ordinances. These municipalities include Boulder, Charleston, Richmond, Santa Monica and Portland, OR. Input from various constituent groups were solicited, including neighborhood associations, the hospitality sectors, individual impacted neighborhood residents and affordable housing advocates concerned about both the spiraling price of housing and the community impact of the removal of long-term rentals from the market. Established neighborhoods lose many of their neighbors and therefore their traditional cohesiveness is impacted by STR strangers. These shifting dynamics raise property values driven by valuation based on the capitalization rate of potential STR income cash flow. Instead of purchasing a residential home as your primary residence to live in, prices are driven higher by housing valued as STR income — a capitalization method formerly reserved for traditional commercial property.

The Thornburg Foundation and Homewise recently funded a June 2019 report by Kelly O'Donnell PhD, of O'Donnell Economics and Strategy titled *Short Term Rentals and Access to Housing in Santa Fe*. This detailed work outlines the impact STRs have on housing under Santa Fe's existing ordinance. This study is a must read for anyone interested in understanding the mechanics of how STRs impact housing. The report can be downloaded from the City of Santa Fe AND Homewise websites. Drop these links into your browser:
https://www.santafenm.gov/document_center/document/10452 OR
https://www.homewise.org/reports-audits/ (Under Research Reports)

Key numbers, dollar amounts and percentages

From the June 2019 ***Short Term Rentals and Access to Housing in Santa Fe*** report by Kelly O'Donnell PhD:

- Santa Fe's **646 STR hosts earned $54 million** from their Santa Fe properties in 2018, an **average** of over $80,000 per host per year.
- Although 80 percent of hosts list only one STR property, over 100 Santa Fe hosts list two or more entire homes.
- The City's **top 15 hosts account for 381 active STRs, over one-quarter of the Santa Fe market.**
- The **top 15 hosts earn a total of $12,500,000** per year (25% of $54,000,000). (Divide that total evenly by the top 15 hosts and you get an **average of $833,333 per host a year.**)

Main reasons why our Short-term Rental ordinance needs reform

- Santa Fe "has the 12th-highest number of Airbnb units per capita among U.S. cities" https://www.abqjournal.com/1390750/santa-fe-has-12th-most-airbnb-units-per-capita-among-u-s-cities.html
- Santa Fe housing challenges require Long-term Rentals.
- Simplify code to make changes that will aid in enforcement and collections of fees and taxes.
- Return Neighbors to Neighborhoods by requiring Primary Residency.

Three diverse groups want Short-Term Rental reform

1. **Neighborhoods** — Established neighborhoods are losing neighbors, resulting in unpleasant consequences. STRs have become an industry, profitable for multiple homeowners and non-resident speculation that favors transients over residents — far from couch-surfing beginnings.
2. **Community Advocates interested in the adverse effects of Short-term Rentals on Housing**
   - Short-Term Rentals Exacerbate Santa Fe's Housing Shortage
   - Short-Term Rentals remove Long-term Rentals from the housing market.
   - STRs impact cost of housing and cost of living.
   - Santa Fe has few places for young adults, our workforce and those financially challenged. If Santa Fe wants to keep our young Santa Feans, attract a more diverse age group and provide workforce housing, STR reform is a key player.
3. **Hotel/B&B** — Local Hospitality commercial business

How Charleston is addressing housing challenges and affected neighborhoods

Primary Residence requirement: For example, the STR ordinance in Charleston for a Residential STR requires that only **one permit** is to be issued **per homeowner** and that homeowner must show proof that the home is their **Primary Residence**.

Owner generally needs to be available during the stay: Charleston requires the homeowner to spend the night on the property (house or guesthouse) during the rental.

Addresses Housing and Neighborhood Challenges: Ordinance change opens up long-term rentals so desperately needed among the young, the workforce and everyone.

Easier to Enforce New Regulations: Charleston believes the above requirements provide the best solution for effective enforcement and tax collection. The combination of a clear and simple regulation and Host Compliance STR tracking makes it easy to locate illegal rentals, eliminate the loopholes, and prevent wiggle room for excuses while helping a homeowner earn extra cash instead of encouraging speculation and multiple homeownership. Watch this video of Charleston STR enforcement team:
https://abcnews4.com/news/local/city-cracks-down-on-short-term-rental-with-a-crack-team

Many US cities experiencing affordable housing challenges have a Short-term Rental PRIMARY RESIDENCE requirement.

The following 15 cities (ordered by approximate population) require that a Short-term Rental must be the host's Primary Residence.

MIAMI BEACH, FL (pop 87,000)

Pursuant to the Miami Beach City Code (Sec 142-1111) and City Code (Sec 142-905 (b)), vacation/short-term rentals are prohibited in all single-family homes and in many multi-family housing buildings in certain zoning districts of Miami Beach.

For properties in designated Estate or Low Density Residential areas, the responsible party or host must reside in the short-term rental property for more than six months per calendar year.

https://www.miamibeachfl.gov/business/vacation-short-term-rentals/

https://blog.keycafe.com/understanding-miami-and-miami-beach-short-term-rental-regulations/

SANTA MONICA, CA (pop 88,000)

From ordinance: *f) HOME-SHARE means an activity whereby the resident(s) host visitors in their homes, for compensation, for periods of 30 consecutive days or less, while at least one of the dwelling unit's* ***primary residents*** *lives on-site, in the dwelling unit, throughout the visitors' stay*

https://www.smgov.net/uploadedFiles/Departments/PCD/Permits/Santa%20Monica%20HomeSharing%20Rules%20%20FINAL%20EFFECTIVE%20JUNE%2012%202015.pdf

BOULDER, CO (pop 107,000)

The City of Boulder permits short-term rentals (less than 30 days per stay) of **primary residences** and legal accessory dwelling units (ADUs) only. Short-term renting of a second home or investment property is not permissible. Primary residences are those occupied by the owner for a minimum of 6 months of the year. ADUs can be rented on a short-term basis for a maximum of 120 days per year.

https://sharingmyhome.com/airbnb-investors-colorado-short-term-rental-laws-city/boulder/

SUNNYVALE, CA (pop 153,000)

A short-term rental (or vacation rental) is the renting out of your residence, rooms in your residence or an accessory unit (granny flat). Short-term rentals are for a period of 30 consecutive calendar days or less. You are also legally required to:

- Reside on-site throughout your guests' (lodgers') stay
- Limit guests to a maximum of four adult guests per night
- Register as a host with the City

The host shall reside on-site throughout the lodgers' stay. To reside on-site means that the property being used for short-term rentals is the host's **primary residence** and the host uses the property for purposes of eating, sleeping and other activities of daily living during the time periods that lodgers are present.

https://sunnyvale.ca.gov/business/doingbusiness/shortterm.htm

http://losaltoshills.granicus.com/MetaViewer.php?view_id=2&clip_id=361&meta_id=56230

RICHMOND, VA (pop 229,000)

Who can operate a short-term rental: The short-term rental operator shall be the property owner. The short-term rental shall be on the lot of the operator's **primary residence** with the operator occupying the lot at least 185 days each year.

http://www.richmondgov.com/PlanningAndDevelopmentReview/ShortTermRentals.aspx

NEW ORLEANS, LA (pop 391,000)

The link listed below is from an article. It was easier to understand than reading their ordinance.
The new ordinance requires vacation rental owners in residential neighborhoods to have a "homestead exemption," meaning that they live there and claim the property as their **primary residence.**

https://www.avalara.com/mylodgetax/en/blog/2019/08/new-orleans-finalizes-restrictive-new-short-term-rental-law.html

MIAMI, FL (pop 471,000)

The Responsible Party must reside for more than six months per calendar year in the property being offered as a vacation rental. The rental of the property may occur at the same time that the Responsible Party is residing there. This applies to properties designated as Estate or Low Density Residential on the CDMP Land Use Plan Map only. There are no residency restrictions in the other land use categories.

https://www.miamidade.gov/building/standards/residential-short-term-vacation-rentals.asp#0

http://www.miamidade.gov/cob/library/Registry/Ordinances/Board-of-County-Commissioners/2017/17-78.pdf

https://www.miamidade.gov/building/standards/residential-short-term-vacation-rentals.asp

PORTLAND, OR (pop 657,000)

On July 30, 2014, the Portland City Council passed Ordinance No. 186736. This ordinance permits short-term rentals in residential zones when the rental is also the proprietor's primary residence.
Portland has since 2014 set rules for the short-term rental market, requiring hosts to acquire a permit, be the primary resident of the rental, live there at least nine months a year and keep guest stays to a maximum of 30 days. The regulations are intended to make sure homes are just that – where people live rather than hotel-style businesses within residential neighborhoods.

https://www.portlandoregon.gov/revenue/article/415180

https://www.oregonlive.com/portland/2018/08/80_percent_of_portland_airbnb-.html

BOSTON, MA (pop 685,000)

To be considered a **primary residence**, an owner needs to live in the property for at least nine months out of a 12-month **period**. When requested, you must be able to demonstrate: that you **lived** at the property for nine of the past 12 months, or that you plan to live in the property for nine of the next 12 months. —NOTE: Interesting update on Boston. 08/29/2019: Airbnb also agreed to share data about listings with the city, including the listing's URL, registration number, host ID, information, and zip code.

https://www.boston.gov/departments/inspectional-services/short-term-rentals

WASHINGTON, DC (pop 712,000)

... The Council had considered the potential impact of short-term rentals on housing supply and affordability in settling on a final balance that allowed short-term rentals only in the host's primary residence and not permitting investor-owned short-term rentals.

The Commission credits the Council's assertion that the STR Law limits the impact on the availability and affordability of housing by barring investor-owner short-term rentals, while also allowing property owners to operate short-term rentals in their primary residence, providing income that some property owners need to stay in their homes thereby supporting housing affordability and home ownership.

https://search.usa.gov/search?utf8=%E2%9C%93&affiliate=dc_dcgov&query=short-term+rental+primary+residence

CHARLESTON, SC (pop 788,000)

What do the new regulations say? These regulations legalize short-term renting throughout the City in a very limited form that protects existing neighborhoods. Most importantly, to qualify for legal short term renting, the property must be the owner's full time **primary residence**, as verified by receiving the County's 4% tax exemption for owner-occupied property. This means that investment properties are not eligible for short term renting. However, portions of existing dwellings or accessory dwellings on a property are eligible.

https://www.charleston-sc.gov/DocumentCenter/View/18317/FAQs-for-STR?bidId=
https://abcnews4.com/news/local/city-cracks-down-on-short-term-rental-with-a-crack-team

SAN FRANCISCO (pop 889,000)

Permanent **San Francisco** Residents Only.
Absentee owners who live in **San Francisco** less than 275 days per year are not eligible to engage in **short-term rentals**. Permanent residents are allowed to **rent** out their **primary residences**, but not locations in which they don't live, or second or **vacation** homes.

You must be the permanent resident of the unit you wish to rent.
To be considered the permanent resident, you must spend at least 275 nights a year in the unit where you host short-term rentals. If you own/rent a multi-unit building, you may only register the specific residential unit in which you reside.

https://www.nolo.com/legal-encyclopedia/overview-airbnb-law-san-francisco.html
https://shorttermrentals.sfgov.org/

DENVER (pop 2,800,000)

Primary Residence required for a STR license.
"If the property is not your **primary residence**, it is not eligible to be licensed as a short-term rental."

https://www.denvergov.org/content/denvergov/en/denver-business-licensing-center/business-licenses/short-term-rentals/short-term-rental-faq.html

LOS ANGELES (pop 4,000,000)

WHEREAS, short-term rentals in property other than a primary residence create unfavorable consequences, including negative impacts on the residential character of surrounding neighborhoods and increased nuisance activity;
WHEREAS, this ordinance will protect the City's affordable housing stock by allowing only an authorized host to share his or her registered **primary residence** with transient users;

http://clkrep.lacity.org/onlinedocs/2014/14-1635-S2_ORD_185931_07-01-19.pdf

NEW YORK CITY (pop 8,500,000)

You cannot rent out an entire apartment or home to visitors for less than 30 days, even if you own or live in the building. You must be present during your guests' stay if it is for less than 30 days.

https://www1.nyc.gov/site/specialenforcement/stay-in-the-know/information-for-hosts.page

> > > From Mashvisor: https://www.mashvisor.com/blog/5-cities-where-airbnb-is-illegal-2019/

Examples of Short-term Rental regulations that increase housing availability, affordability and Long-term Rentals.

Los Angeles

- City Council passed a law in December 2018.
- Restricts hosts to 120 days of STR.
- Must register with the city for $89 every year.
- Hosts can also only rent out one home—their primary residence where they spend at least six months a year.
- Nontraditional Airbnbs like RVs, trailers, and tents will no longer be permitted.

New York City

- Ban on short-term rentals on home-sharing sites
- Renting out an entire apartment for a stay of less than 30 days is illegal. Advertising such a rental is illegal, with fines up to $7,500
- Hosts can also only list one home, their home, at a time
- New York City is working to get hosts' data from Airbnb so that they'll know automatically who isn't playing by the rules
- One type of stay that's A-OK is a private room

Las Vegas

- Banned permits for those that are not owner-occupied, only allowed for primary residents.
- Las Vegas real estate investors are not allowed to rent out investment properties for less than 31 days
- Owners of short-term rentals in Las Vegas have to be present during the stay
- Must obtain a business license
- Must have liability insurance of $500,000
- Must renew their rental permit every 6 months to avoid fines.
- Short-term rentals can't have more than three bedrooms (those with more pay a whopping $1,000 registration fee)
- No new STR can be within 660 feet from any other existing listing
- The city limits overnight guests to 12 or fewer per home or apartment
- Hosts must register with tax authorities, collect taxes from guests, and remit them to the city and county

San Francisco, California

- Hosts have to register for both a Business Registration Certificate and a Short-Term Residential Rental Certificate from city government
- A seven-digit registration number that starts with STR must be listed in rental listing.
- You can rent out your entire apartment or home for up to 90 nights a year.
- Unlimited number of days if you're renting a private room but host must be present during the stay.
- Pay 14% tourist tax, equal to the city's hotel tax.



ABOVE CITIES REQUIRE:

A Short-term Rental must be the host's PRIMARY RESIDENCE (house or guesthouse).

GURULE, GERALDINE A.

Subject: FW: Stop the proposed changes to the STRO within the BCD
Attachments: PDF-Petition Results_1.0.pdf

From: David Mansure <dmansure@adobestarproperties.com>
Sent: Wednesday, June 17, 2020 5:13:46 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Cc: Mayors Office <mayor@santafenm.gov>; VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov>; LINDELL, SIGNE I. <silindell@santafenm.gov>; migarcia@santafenm.gov <migarcia@santafenm.gov>; ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>; RIVERA, CHRISTOPHER M. <cmrivera@santafenm.gov>; ABEYTA, ROMAN R. <rrabeyta@santafenm.gov>; CASSUTT-SANCHEZ, JAMIE A. <jcsanchez@santafenm.gov>; COPPLER, JOANNE V. <jvcoppler@santafenm.gov>; Marcbert <marcbert@aol.com>; Andy Duettra <aduettra@gmail.com>
Subject: Stop the proposed changes to the STRO within the BCD

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Mayor, City Council Members, Planning Commission;

We request this message and the names attached to be added to the public record.

As a group of legal property owners, past guests that have stayed in downtown STRs, other BCD business owners and concerned citizens, we are opposed to the initiative being proposed by the City of Santa Fe to again revise the Short-Term Rental Ordinance "STRO" in a way that specifically and very negatively impacts the STRs located in the Business Capitol District "BCD."

Acting in everyone's best interest and as an attempt to make you aware of the far-reaching, negative impact your proposal is creating, we have put together an online petition stating the facts of the proposal. In less than one (1) weeks' time, we have garnered support from both in state and out of state visitors, businesses and property managers, many of which have stated that they would not return to Santa Fe if this proposed ordinance is passed, as-is, and goes into effect.

For your perusal, the online petition is here:

https://mailchi.mp/adobestarproperties/santa-fe-vacation-rental-stro-regulation-changes

Furthermore, attached as a pdf are the electronic signatures, IP addresses, and geographic locations of 704 individuals.

As a long time property manager, we keep statistics on average length of stay, repeat visits, average stay in dollar amounts and more. By our calculations, if these past guests do not return because of the ordinance, as many have stated, the economic impact will be harmful to us all.

Please consider the economic impact of all property managers, staff, owners and the ancillary BCD businesses that would be negatively impacted if this ordinance passes.

Sincerely,

David Mansure

AdobeStar Properties

505-469-9021

dmansure@gmail.com

Email	Name	City	Check box to agree	CONFIRM_IP	LAST_CHANGED	LEID
briggsdr0@yahoo.com	Brenda Riggs	Nacogdoches, Texas	Support Downtown Santa Fe Vacation Rentals	47.222.176.242	6/17/20 11:06	380034598
azizhankaoui@hotmail.com	Aziz Hankaoui	Flower Mound, Texas	Support Downtown Santa Fe Vacation Rentals	76.85.92.109	6/17/20 10:14	380033862
stillwater_flyfisher@hotmail.com	Stephen D Harris	NYE	Support Downtown Santa Fe Vacation Rentals	76.75.25.141	6/17/20 10:09	380033846
Brendan.kelley510@gmail.com	Brendan Kelley	Santa Fe	Support Downtown Santa Fe Vacation Rentals	96.92.72.201	6/17/20 9:51	380033778
Cbsantafe@aol.com	Catherine Bodelson Vargas	Santa Fe	Support Downtown Santa Fe Vacation Rentals	68.84.154.67	6/17/20 8:21	380030282
spenceterrell@hotmail.com	Spencer Terrell	Santa Fe	Support Downtown Santa Fe Vacation Rentals	12.48.83.126	6/16/20 21:59	380025930
storyleonard@gmail.com	Story Reed Leonard	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.28.12.127	6/16/20 21:12	380025618
little_jackie2012@hotmail.com	David McCoy	El Paso	Support Downtown Santa Fe Vacation Rentals	172.58.59.76	6/16/20 19:07	380025162
ryan.atanasoff@gmail.com	Ryan Richard Atanasoff	Madison	Support Downtown Santa Fe Vacation Rentals	75.9.163.103	6/16/20 19:06	380025154
kirsten.koschnick@gmail.com	Kirsten Koschnick	Oconomowoc, WI	Support Downtown Santa Fe Vacation Rentals	75.9.163.103	6/16/20 19:06	380025150
wwardle1225@gmail.com	William G. Wardle	Charlottesville	Support Downtown Santa Fe Vacation Rentals	73.12.49.157	6/16/20 17:18	380024786
knorskog21@gmail.com	Kate Norskog	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.195.1.87	6/16/20 16:53	380024646
PGQuinn1072@comcast.net	Patrick Quinn	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.56.50.84	6/16/20 15:09	380023974
lisasheridan3@aol.com	Lisa Sheridan	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.0.227.144	6/16/20 15:08	380023962
marcowhitesfnm@gmail.com	Marco J White	SANTA FE	Support Downtown Santa Fe Vacation Rentals	68.84.147.58	6/16/20 13:49	380023494
PBKOMIS@AOL.COM	PETER B KOMIS	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.18.79.139	6/16/20 13:41	380023434
cyndi@manitougalleries.com	Cyndi Hall	Santa Fe	Support Downtown Santa Fe Vacation Rentals	50.193.238.238	6/16/20 13:26	380023354
jjohnston346@me.com	James Johnston	Santa Fe	Support Downtown Santa Fe Vacation Rentals	75.161.234.64	6/16/20 12:54	380023194
Beau@ccranch.net	Robert theriot	Santa fe	Support Downtown Santa Fe Vacation Rentals	75.161.234.64	6/16/20 12:52	380023182
ansleyangel@gmail.com	Ansley	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.164.142.241	6/16/20 12:34	380023090
ryanklinkrodt@secunm.org	Ryan Klinkrodt	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.131.75.29	6/16/20 12:28	380023034
renee.edwards23@gmail.com	Renee Edwards	Santa Fe	Support Downtown Santa Fe Vacation Rentals	104.255.16.252	6/16/20 12:07	380022894
tgardner@tgardner.com	Tommy L Gardner	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.98.72.179	6/16/20 11:54	380022270
fishmiker@gmail.com	Mike Fisher	Denver	Support Downtown Santa Fe Vacation Rentals	24.9.16.218	6/16/20 11:10	380022030
r@rthicksconsult.com	Randall Hicks	Albuquerque	Support Downtown Santa Fe Vacation Rentals	67.0.216.90	6/16/20 11:04	380022002
stevew_2@hotmail.com	Steve Wulchin	Boulder	Support Downtown Santa Fe Vacation Rentals	24.8.103.198	6/16/20 10:53	380021934
kgs@Kinggalleries.com	Charles King	Santa Fe	Support Downtown Santa Fe Vacation Rentals	69.247.79.232	6/16/20 10:51	380021926
darchorse@msn.com	Ron Simon	Polson, MT. 59i60	Support Downtown Santa Fe Vacation Rentals	174.208.18.237	6/16/20 10:42	380021842
ahasted@rabyco.com	Angela Hasted	Santa fe	Support Downtown Santa Fe Vacation Rentals	50.243.28.1	6/16/20 10:29	380021774
info@virgilortiz.com	Tish Agoyo	Albuquerque	Support Downtown Santa Fe Vacation Rentals	172.251.167.76	6/16/20 10:28	380021770
will@willesq.com	Will Halm	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.18.79.4	6/16/20 10:28	380021762
aestrada@hotelparqcentral.com	Ann Estrada	Albuquerque	Support Downtown Santa Fe Vacation Rentals	63.230.102.218	6/16/20 10:15	380021698
willg@dpsdesign.org	Will Gleason	Albuquerque	Support Downtown Santa Fe Vacation Rentals	98.249.88.144	6/16/20 9:52	380021546
mroyb57@gmail.com	Michael Anthony Roybal	santa fe	Support Downtown Santa Fe Vacation Rentals	76.127.9.143	6/16/20 9:51	380021542
emily.1850@hotmail.com	Emily Mascarenas	Santa Fe	Support Downtown Santa Fe Vacation Rentals	165.225.57.38	6/16/20 9:25	380021422
Scottsimonmt@outlook.com	Scott Simon	LaurelMT	Support Downtown Santa Fe Vacation Rentals	174.208.24.112	6/16/20 8:58	380021194
cpa@feankwharton.com	Frank Wharton	sANTA fE, NM 87501	Support Downtown Santa Fe Vacation Rentals	174.28.32.111	6/16/20 8:48	380021126
chuckhiggins@live.com	Chuck Higgins	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.164.151.195	6/16/20 8:46	380021110
guy.mcelvain@mcelvain.com	guy mcelvain	santa fe	Support Downtown Santa Fe Vacation Rentals	204.134.54.52	6/16/20 8:36	380021034
hunter@archallinc.com	Hunter Redman	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.123.173.196	6/16/20 8:12	380020886
Christopher-wallace@live.com	Christopher Wallace	Albuquerque	Support Downtown Santa Fe Vacation Rentals	172.58.56.13	6/16/20 8:03	380020830
Noelle.wallace@live.com	Noelle Wallace	Albuquerque	Support Downtown Santa Fe Vacation Rentals	172.58.56.13	6/16/20 8:02	380020829
delectric_1@yahoo.com	Delvin Serrano	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.0.17.142	6/16/20 7:30	380013005
tclarke@nmapartment.com	Todd Clarke	Albuquerque	Support Downtown Santa Fe Vacation Rentals	98.249.79.161	6/16/20 6:48	380012745
Fossil@geologist.com	Scott Taylor	Amarillo, TX	Support Downtown Santa Fe Vacation Rentals	156.146.38.143	6/16/20 6:33	380012669
jhmac59@gmail.com	Jennifer MacDonald	Cape Elizabeth	Support Downtown Santa Fe Vacation Rentals	12.15.146.254	6/16/20 6:30	380012649
lakepeak@gmail.com	Robert Corroon	Taos	Support Downtown Santa Fe Vacation Rentals	174.209.2.250	6/16/20 6:14	380012585
PanamaLynda@outlook.com	Lynda Morrison	The Colony	Support Downtown Santa Fe Vacation Rentals	75.57.31.32	6/15/20 20:57	380008337
betsybaltzer@gmail.com	Betsy Baltzer	Thomasville, GA	Support Downtown Santa Fe Vacation Rentals	216.212.254.114	6/15/20 19:01	380007165
bunnyterry@kw.com	Buneesa Terry	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.28.130.243	6/15/20 18:41	380007081
sallyannkuhn@gmail.com	Sally Kuhn	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.98.122.79	6/15/20 18:22	380006981
dstreit@dstreit.com	Darlene Streit	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.237.135.78	6/15/20 18:16	380006965
patti.webster@sothebyshomes.com	Patti Webster	Santa Fe	Support Downtown Santa Fe Vacation Rentals	24.25.243.201	6/15/20 18:15	380006953
christopher@webster-enterprises.com	Christopher Webster III	Santa Fe	Support Downtown Santa Fe Vacation Rentals	24.25.243.201	6/15/20 18:14	380006945
chris@webster-enterprises.com	Chris Webster	Santa Fe	Support Downtown Santa Fe Vacation Rentals	24.25.243.201	6/15/20 18:13	380006933
pauldedomenico@gmail.com	PAUL P DEDOMENICO	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.26.162.246	6/15/20 17:43	380006737
paigeb@sftitleco.com	Paige Bradley	Santa Fe	Support Downtown Santa Fe Vacation Rentals	96.88.4.105	6/15/20 17:41	380006717
taibixby@gmail.com	Tai Bixby	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.127.40.132	6/15/20 17:37	380006689
chris.anderson@dvm.com	Chris Anderson	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.18.76.110	6/15/20 17:24	380006569
rebeccapanderson@gmail.com	Rebecca Pitts Anderson	SANTA FE	Support Downtown Santa Fe Vacation Rentals	76.18.76.110	6/15/20 17:24	380006561
Shatcher@hatcherlawgroupnm.com	Scott Hatcher	Santa Fe NM	Support Downtown Santa Fe Vacation Rentals	50.202.114.158	6/15/20 17:12	380006481
Nancville@gmail.com	Nancy Wardle	Charlottesville	Support Downtown Santa Fe Vacation Rentals	73.12.49.157	6/15/20 17:11	380006473
jimleonard505@gmail.com	jim leonard	santa fe	Support Downtown Santa Fe Vacation Rentals	40.134.253.170	6/15/20 17:09	380006461
Rich@richduranpluming.com	Richard Duran	Santa Fe	Support Downtown Santa Fe Vacation Rentals	173.18.83.69	6/15/20 17:06	380006453
darren@branchrealty.com	Darren	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.18.77.85	6/15/20 17:01	380006417
Jodelclarke54@gmail.com	Jody Clarke	Dallas	Support Downtown Santa Fe Vacation Rentals	70.122.172.72	6/15/20 16:16	380006073
hometotexas@att.net	Ruth Adams	Austin	Support Downtown Santa Fe Vacation Rentals	104.7.217.52	6/15/20 15:44	380005753
jnephross@gmail.com	Joel Ephross	Bellaire, texas	Support Downtown Santa Fe Vacation Rentals	12.144.20.254	6/15/20 15:08	380005157
Elmfush@msn.com	Anne fisher	Denver	Support Downtown Santa Fe Vacation Rentals	24.9.16.218	6/15/20 14:25	380004833
yvonne.boyer@vanderbilt.edu	Yvonne Boyer	Nashville	Support Downtown Santa Fe Vacation Rentals	107.133.81.57	6/15/20 14:06	380004717
bburch100@gmail.com	Robert Burchfield	Denver	Support Downtown Santa Fe Vacation Rentals	67.176.107.15	6/15/20 12:57	380004229
Ian.atanasoff@gmail.com	Ian Atanasoff	Philadelphia	Support Downtown Santa Fe Vacation Rentals	100.19.76.232	6/15/20 12:53	380004201
Ann@backattheranch.com	Ann Gremano	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.28.152.84	6/15/20 12:41	380004113
Wendy@backattheranch.com	Wendy Henry	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.28.152.84	6/15/20 12:39	380004081
Ladyvolibb@icloud.com	Becky Jackson	Knoxville	Support Downtown Santa Fe Vacation Rentals	73.19.233.232	6/15/20 12:22	380003917
art@rcgdfw.com	Arthur M. Atanasoff	The Colony	Support Downtown Santa Fe Vacation Rentals	97.77.97.106	6/15/20 12:05	380003845
denisepatla@gmail.com	Denise Patla	Austin, TX	Support Downtown Santa Fe Vacation Rentals	72.179.0.3	6/15/20 11:46	380003749
Crgnana@yahoo.com	Carol Grove	Moore	Support Downtown Santa Fe Vacation Rentals	104.63.223.4	6/15/20 11:40	380003689
olapjphnson@aol.com	Paulette Johnson	El Cerrito	Support Downtown Santa Fe Vacation Rentals	99.145.196.184	6/15/20 11:34	380003657
mindyg76@gmail.com	Mindy Geschwind	Moore	Support Downtown Santa Fe Vacation Rentals	172.56.7.54	6/15/20 11:25	380003605
kemlerconnie@yahoo.com	Connie Kemler	Manalapan NJ	Support Downtown Santa Fe Vacation Rentals	74.88.132.151	6/15/20 10:49	380003365
Annapuckett@yahoo.com	Anna puckett	Columbus	Support Downtown Santa Fe Vacation Rentals	50.86.59.2	6/15/20 10:40	380003313
jessicakern78@gmail.com	Jessica Kern	Laramie	Support Downtown Santa Fe Vacation Rentals	47.5.73.104	6/15/20 9:50	380003005
nyrugby@mac.com	Chris	Dallas	Support Downtown Santa Fe Vacation Rentals	23.127.220.219	6/15/20 9:50	380002993

bbyrne@wsipbg.com	Bernie Byrne	Aurora	Support Downtown Santa Fe Vacation Rentals	174.250.241.28	6/15/20 9:42	380002953
danlipford@gmail.com	Dan Lipford	Coconut Creek	Support Downtown Santa Fe Vacation Rentals	73.244.203.115	6/15/20 9:35	380002913
Ashermar@aol.com	Asher Richelli	Brooklyn	Support Downtown Santa Fe Vacation Rentals	24.193.116.57	6/15/20 9:18	380001225
lawrencembaldwin@outlook.com	Lawrence M Baldwin	Sherborn, MA	Support Downtown Santa Fe Vacation Rentals	173.48.208.133	6/15/20 9:11	380001169
ngrschwind@cox.net	Nina Grschwind	Oklahoma City	Support Downtown Santa Fe Vacation Rentals	174.66.235.149	6/15/20 9:11	380001157
scott.schafer@comcast.net	Scott Schafer	El Dorado Hills	Support Downtown Santa Fe Vacation Rentals	73.48.242.250	6/15/20 9:11	380001153
blackledgesd@hotmail.com	Steve Blackledge	Sarasota, FL	Support Downtown Santa Fe Vacation Rentals	73.91.49.138	6/15/20 9:09	380001141
lynnlbk@hotmail.com	Lynn Blackledge	Sarasota, FL	Support Downtown Santa Fe Vacation Rentals	73.91.49.138	6/15/20 9:09	380001137
steve@hireses.com	Steve Freeman	Albuquerque	Support Downtown Santa Fe Vacation Rentals	73.26.254.177	6/15/20 9:07	380001125
Priddynancy@gmail.com	Nancy Priddy	Alto, NM	Support Downtown Santa Fe Vacation Rentals	67.141.74.31	6/15/20 9:04	380001105
danielecrowe@hotmail.com	Daniel Crowe	Santa Fe	Support Downtown Santa Fe Vacation Rentals	162.129.250.15	6/15/20 9:04	380001089
Kkolbert5@hotmail.com	Karen Kolbert.	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.123.6.149	6/15/20 9:03	380001085
annadamson@sabinepipe.com	Ann	Longview	Support Downtown Santa Fe Vacation Rentals	107.77.198.111	6/15/20 8:56	380000637
andiesimmons77@gmail.com	Andie Simmons	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.229.86.195	6/15/20 8:54	380000597
Maryking50@gmail.com	Mary Kling	Skokie	Support Downtown Santa Fe Vacation Rentals	98.193.56.23	6/15/20 8:52	380000593
rs171@icloud.com	Robert	Shrum	Support Downtown Santa Fe Vacation Rentals	74.213.224.26	6/15/20 8:48	380000577
beverlywhite505@gmail.com	Beverly White	Alexandria	Support Downtown Santa Fe Vacation Rentals	69.250.9.222	6/15/20 8:47	380000569
jillklynn@gmail.com	Jill Snelson	Midland	Support Downtown Santa Fe Vacation Rentals	24.155.173.193	6/15/20 8:27	380000425
scarletblossom268@gmail.com	Scarlet	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.18.77.7	6/15/20 8:22	380000393
Mikecrivello@gmail.com	Michael Crivello	Ramona, CA	Support Downtown Santa Fe Vacation Rentals	72.199.242.137	6/14/20 22:57	379738733
lisella@hotmail.com	Guy Lisella	Santa Fe	Support Downtown Santa Fe Vacation Rentals	136.22.79.29	6/14/20 17:45	379737225
S.macleod@att.net	Susan MacLeod	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.143.161.56	6/14/20 17:23	379737109
moezamora@gmail.com	Moe Zamora	Santa Fe	Support Downtown Santa Fe Vacation Rentals	63.231.113.101	6/14/20 17:23	379737105
John@1tennessee.net	John warmath	Santa Fe	Support Downtown Santa Fe Vacation Rentals	68.52.53.25	6/14/20 17:02	379736957
Bighands59@aol.com	Mitchell Matsey	Los Angeles	Support Downtown Santa Fe Vacation Rentals	23.243.216.124	6/14/20 16:09	379736665
Robertwalden@mac.com	Robert Walden	Austin, TX	Support Downtown Santa Fe Vacation Rentals	72.177.94.22	6/14/20 14:23	379735801
Lenorealarid@gmail.com	Lenore alarid	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.26.159.93	6/14/20 13:32	379735421
cmwolfus@aol.com	Chris Wolfus	Oxnard	Support Downtown Santa Fe Vacation Rentals	104.33.232.197	6/14/20 13:05	379735257
GJKilpatrick@Comcast.net	Lynne Kilpatrick	Waco	Support Downtown Santa Fe Vacation Rentals	67.143.192.162	6/14/20 11:24	379734549
mduettra@me.com	Michael Duettra	Bend, OR	Support Downtown Santa Fe Vacation Rentals	174.209.21.34	6/14/20 11:05	379734433
flexa_fifield@yahoo.com	Alexa Fifield	West Memphis	Support Downtown Santa Fe Vacation Rentals	98.239.61.73	6/14/20 9:25	379733269
betafish60@hotmail.com	Jody Dulberg	Frisco	Support Downtown Santa Fe Vacation Rentals	76.187.67.150	6/14/20 8:34	379732957
marcia.lenihan@comcast.net	Marcia	Santa Fe	Support Downtown Santa Fe Vacation Rentals	107.77.198.84	6/14/20 8:29	379732929
teciasouthwood@gmail.com	TECIA G SOUTHWOOD	CRYSTAL LAKE	Support Downtown Santa Fe Vacation Rentals	73.111.129.27	6/14/20 7:35	379732497
msouthwood147@gmail.com	Michael Southwood	Crystal Lake	Support Downtown Santa Fe Vacation Rentals	73.111.129.27	6/14/20 7:34	379732493
becomelightnow@gmail.com	david wiles	Santa fe	Support Downtown Santa Fe Vacation Rentals	208.85.32.249	6/14/20 7:17	379732177
Jdsnelson@sbcglobal.net	James D Snelson	Midland, Tx	Support Downtown Santa Fe Vacation Rentals	216.82.205.49	6/14/20 7:01	379731989
cwhobrock@gmail.com	Chance Hobrock	Santa Fe	Support Downtown Santa Fe Vacation Rentals	209.42.67.244	6/14/20 4:26	379730885
Gbduettra@gmail.com	Bonnie Duettra	Santa Fe	Support Downtown Santa Fe Vacation Rentals	71.11.217.249	6/13/20 22:54	379726809
cviscione@gmail.com	Claire Viscione	Burlington MA	Support Downtown Santa Fe Vacation Rentals	72.66.7.246	6/13/20 22:05	379726641
j.faubion@tcu.edu	Jason faubion	Fort Worth	Support Downtown Santa Fe Vacation Rentals	107.77.196.130	6/13/20 21:30	379726537
kevin.c.porter@tcu.edu	Kevin Porter	Seymour	Support Downtown Santa Fe Vacation Rentals	174.244.16.27	6/13/20 21:12	379726449
Kend.hill@yahoo.com	Kendra	Austin	Support Downtown Santa Fe Vacation Rentals	68.203.96.110	6/13/20 21:09	379726437
Christarimmer@msn.com	Mary Christa Rimmer	Mesa	Support Downtown Santa Fe Vacation Rentals	70.174.211.183	6/13/20 20:21	379726197
russgib09@hotmail.com	Russ Gibson	Waycross, Ga	Support Downtown Santa Fe Vacation Rentals	174.227.142.137	6/13/20 20:05	379726049
Alvinlutz@yahoo.com	Alvin Lutz	Pittsburgh PA	Support Downtown Santa Fe Vacation Rentals	71.60.215.66	6/13/20 19:23	379725733
stamperrhonda2@gmail.com	Rhonda Merritt	Aurora	Support Downtown Santa Fe Vacation Rentals	184.96.165.122	6/13/20 16:33	379724925
sassycatll@gmail.com	Aly Jay	Dallas	Support Downtown Santa Fe Vacation Rentals	76.85.82.9	6/13/20 15:21	379723137
J.gelder@tcu.edu	Jeff Gelder	Ft. Worth	Support Downtown Santa Fe Vacation Rentals	76.85.28.167	6/13/20 14:55	379722973
michele1196@yahoo.com	michele barrow brookover	fort worth tx	Support Downtown Santa Fe Vacation Rentals	174.82.81.235	6/13/20 14:48	379722941
maryjdavila@gmail.com	Mary Janelle Davila	Fort Worth	Support Downtown Santa Fe Vacation Rentals	172.5.170.198	6/13/20 14:47	379722929
jennifferthomas0196@gmail.com	Gary W. or Jennifer K. Thomas	Pryor	Support Downtown Santa Fe Vacation Rentals	107.77.199.224	6/13/20 14:36	379722865
wohlerguy@gmail.com	Tom Jones	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.98.123.118	6/13/20 14:13	379722729
laurencfox15@gmail.com	Lauren	Santa Fe	Support Downtown Santa Fe Vacation Rentals	72.206.45.239	6/13/20 14:12	379722725
Lizzy63.smead@gmail.com	Lizz Moore	Texas	Support Downtown Santa Fe Vacation Rentals	174.197.5.9	6/13/20 13:51	379722545
kristy7345@att.net	Mark Shaw	Dallas	Support Downtown Santa Fe Vacation Rentals	71.128.240.197	6/13/20 13:23	379722281
Andrew.W.Stahl@Gmail.com	Andrew	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.122.180.25	6/13/20 13:15	379722241
laurabburandt@gmail.com	Laura Burandt	Perryton	Support Downtown Santa Fe Vacation Rentals	107.77.198.153	6/13/20 13:11	379722205
doug493@gmail.com	Douglas Anderson	Ann Arbor	Support Downtown Santa Fe Vacation Rentals	68.48.244.116	6/13/20 13:08	379722185
Sagfwag86@gmail.com	Sally Gavras	Fort Worth	Support Downtown Santa Fe Vacation Rentals	74.113.245.100	6/13/20 13:07	379722173
sagfwag@gmail.com	Sally Gavras	Fort Worth	Support Downtown Santa Fe Vacation Rentals	74.113.245.100	6/13/20 13:05	379722161
therooster44@live.com	Jon Cluck	Ozona, TX	Support Downtown Santa Fe Vacation Rentals	174.197.10.5	6/13/20 12:35	379721933
garrettmartinez94@yahoo.com	Garrett Martinez	Chilton	Support Downtown Santa Fe Vacation Rentals	107.77.199.136	6/13/20 12:31	379721901
Kailamenard@gmail.com	Kaila Menard	Mary Esther	Support Downtown Santa Fe Vacation Rentals	98.170.207.245	6/13/20 12:30	379721893
careywindler@sbcglobal.net	Carey Windler	Austin, Texas	Support Downtown Santa Fe Vacation Rentals	208.191.157.151	6/13/20 12:30	379721885
Boc1927@yahoo.com	Jennifer Boc	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.127.8.131	6/13/20 12:29	379721881
jwindler@sbcglobal.net	Joan Windler	Austin, Texas	Support Downtown Santa Fe Vacation Rentals	208.191.157.151	6/13/20 12:27	379721861
Ferrellmiriam@gmail.com	Miriam ferrell	Pittsburgh	Support Downtown Santa Fe Vacation Rentals	100.6.167.187	6/13/20 12:25	379721833
frburchett5@gmail.com	Foster Burchett	Refugio	Support Downtown Santa Fe Vacation Rentals	107.77.219.172	6/13/20 12:15	379721769
Pamjs@rtconnect.net	Pam Shults	Pine Bluffs	Support Downtown Santa Fe Vacation Rentals	67.218.64.141	6/13/20 12:13	379721761
Hilde.wiebe@gmail.com	Hilde Wiebe	Fort Worth	Support Downtown Santa Fe Vacation Rentals	209.115.233.37	6/13/20 12:08	379721741
Jm_blev@yahoo.com	Juliane Blevins	Dallas, TX	Support Downtown Santa Fe Vacation Rentals	67.164.87.186	6/13/20 12:05	379721721
amp_1999@yahoo.com	Anna	The Woodlands TX	Support Downtown Santa Fe Vacation Rentals	76.219.144.229	6/13/20 12:05	379721717
Sage1858@gmail.com	JD Shults	Pine Bluffs, WY	Support Downtown Santa Fe Vacation Rentals	67.218.64.141	6/13/20 12:03	379721701
andrewpolk93@gmail.com	Andrew C. Polk	Fort Worth	Support Downtown Santa Fe Vacation Rentals	107.77.220.19	6/13/20 12:02	379721693
smithmcl@poka.com	Smith	Austin	Support Downtown Santa Fe Vacation Rentals	174.197.8.113	6/13/20 12:01	379721689
Christian@lorettochapel.com	Christian Andersson	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.123.9.182	6/13/20 11:57	379721649
Maggie@lorettochapel.com	Maggie Andersson	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.123.9.182	6/13/20 11:56	379721645
custombychristy1@gmail.com	Christy	Dallas	Support Downtown Santa Fe Vacation Rentals	69.225.56.139	6/13/20 11:53	379721621
landersson@unm.edu	Ian Andersson	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.123.9.182	6/13/20 11:51	379721613
Maggiecorrigan22@yahoo.com	Maggie Corrigan	Dallas Texas	Support Downtown Santa Fe Vacation Rentals	166.230.101.34	6/13/20 11:51	379721609
Kristentiniel@gmail.com	Kristen	Santa Fe	Support Downtown Santa Fe Vacation Rentals	75.161.234.64	6/13/20 11:48	379721597
giobenitez@hotmail.com	Giovana Benitez	Edinburg	Support Downtown Santa Fe Vacation Rentals	174.197.10.143	6/13/20 11:48	379721593
Jackson.wesley1996@gmail.com	Wesley jackson	Channing Texas	Support Downtown Santa Fe Vacation Rentals	107.77.197.149	6/13/20 11:44	379721569
cbrice5@gmail.com	Carrie Sethi	Dallas	Support Downtown Santa Fe Vacation Rentals	107.77.200.212	6/13/20 11:40	379721557

michelecouch@hotmail.com	Michele Couch	Santa Fe	Support Downtown Santa Fe Vacation Rentals	174.237.136.34	6/13/20 11:39	379721549
Beccawolcott.ralphlauren@yahoo.com	Rebecca Alvarez	Dallas	Support Downtown Santa Fe Vacation Rentals	107.77.196.141	6/13/20 11:39	379721545
Cobleighp@msn.com	Patricia Cobleigh	Santa Fe,NM	Support Downtown Santa Fe Vacation Rentals	75.83.53.170	6/13/20 11:38	379721529
alanjamesmorse@gmail.com	Alan	Santa Fe	Support Downtown Santa Fe Vacation Rentals	107.77.197.125	6/13/20 11:38	379721521
Marthaesantos@outlook.com	Martha Santos	Laredo, TX	Support Downtown Santa Fe Vacation Rentals	72.179.115.40	6/13/20 11:35	379721509
rvzancan@gmail.com	Vicki Zancanella	Santa Fe	Support Downtown Santa Fe Vacation Rentals	96.92.67.102	6/13/20 11:34	379721501
Danielle.deffebach@gmail.com	Danielle	Dallas TX	Support Downtown Santa Fe Vacation Rentals	107.77.197.145	6/13/20 11:34	379721497
Nomad.lisa4148@gmail.com	Lisa Kohl	Santa Fe	Support Downtown Santa Fe Vacation Rentals	96.92.67.102	6/13/20 11:29	379721445
Pdduettra@gmail.com	Patrucia Duettra	Chandler	Support Downtown Santa Fe Vacation Rentals	174.74.147.61	6/13/20 11:27	379721429
tferris420@gmail.com	Tonya	Baytown	Support Downtown Santa Fe Vacation Rentals	174.235.132.202	6/13/20 11:27	379721425
Dickcrane@sbcglobal.net	Richard Crane	San Diego	Support Downtown Santa Fe Vacation Rentals	104.188.18.127	6/13/20 11:21	379721393
onefiftyfour@hotmail.com	Eric Lancaster	Santa Fe	Support Downtown Santa Fe Vacation Rentals	72.194.13.154	6/13/20 11:10	379721321
katerwit@gmail.com	Katie	Austin, TX	Support Downtown Santa Fe Vacation Rentals	99.129.128.137	6/13/20 11:05	379721285
Ljgbax@nitmail.com	Linda Bax	Libertyville	Support Downtown Santa Fe Vacation Rentals	76.16.66.45	6/13/20 11:03	379721265
lopezsanchezjl@gmail.com	Jose Luis Lopez	MESQUITE	Support Downtown Santa Fe Vacation Rentals	76.187.114.82	6/13/20 11:01	379721237
benjaminx21@comcast.net	Benjamin Adair	Albany, New York	Support Downtown Santa Fe Vacation Rentals	68.62.216.201	6/13/20 10:53	379721185
Hay_ronald@hotmail.com	Ron Hay	Colorado Springs	Support Downtown Santa Fe Vacation Rentals	73.181.126.107	6/13/20 10:52	379721181
hikeandboat@gmail.com	John G Slater	Little Rock	Support Downtown Santa Fe Vacation Rentals	71.238.195.212	6/13/20 10:44	379721129
mayarealty7@gmail.com	Janet Urian	Santa Fe	Support Downtown Santa Fe Vacation Rentals	65.100.26.242	6/13/20 10:15	379720929
kristin@drblakeburn.com	Kristin Blakeburn	Clinton, Oklahoma	Support Downtown Santa Fe Vacation Rentals	67.61.16.55	6/13/20 10:11	379720889
Saladonana@aol.com	Linda	Belton	Support Downtown Santa Fe Vacation Rentals	76.237.180.126	6/13/20 10:08	379720869
rreid.consult@gmail.com	Robert Reid	Palm Springs, CA	Support Downtown Santa Fe Vacation Rentals	72.132.28.138	6/13/20 10:05	379720837
Tfratt32@aol.com	Tracey Frattaroli	Dallas, TX	Support Downtown Santa Fe Vacation Rentals	45.29.43.62	6/13/20 10:03	379720821
Sbctxnfencer@yahoo.com	Amber Finnegan	Pearland, Texas	Support Downtown Santa Fe Vacation Rentals	70.138.67.160	6/13/20 9:33	379720609
gwyneth.oikawa@gmail.com	Gwyneth Oikawa	Washington, DC	Support Downtown Santa Fe Vacation Rentals	141.156.148.30	6/13/20 9:27	379720565
kbiolo11@gmail.com	Katie	DC	Support Downtown Santa Fe Vacation Rentals	174.192.197.227	6/13/20 9:27	379720561
tfess24@gmail.com	Tori	Washington DC	Support Downtown Santa Fe Vacation Rentals	141.156.148.30	6/13/20 9:26	379720557
Mackenzie.duffner@gmail.com	Mackenzie Duffner	Redwood City, CA	Support Downtown Santa Fe Vacation Rentals	107.77.202.72	6/13/20 9:26	379720549
apnthebit@gmail.com	Alyson Powers	Dallas	Support Downtown Santa Fe Vacation Rentals	107.77.196.183	6/13/20 9:24	379720537
manette.barlow@comcast.net	Manette Barlow	Pleasanton	Support Downtown Santa Fe Vacation Rentals	67.174.219.102	6/13/20 9:18	379720477
Santonson@charter.net	Sara Antonson	Chippewa Falls	Support Downtown Santa Fe Vacation Rentals	174.192.78.14	6/13/20 9:12	379720441
Suzi.ramsey@gmail.com	Suzanne Ramsey	Aliso Viejo	Support Downtown Santa Fe Vacation Rentals	68.109.77.123	6/13/20 9:04	379720397
Jaycocksatx@gmail.com	James	Aycock	Support Downtown Santa Fe Vacation Rentals	173.173.99.220	6/13/20 9:00	379720373
cabloule@hotmail.com	Ray	Kansas City	Support Downtown Santa Fe Vacation Rentals	65.26.53.93	6/13/20 8:56	379720317
emoryuniv@aol.com	Cynthia Oâ€™Neal	Woodstock, GA	Support Downtown Santa Fe Vacation Rentals	108.83.209.255	6/13/20 8:43	379720229
d2anderson@att.net	Dana Anderson	Dallas	Support Downtown Santa Fe Vacation Rentals	75.17.240.53	6/13/20 8:33	379720165
bprewitt@mac.com	Bruckner Prewitt	Dallas, TX	Support Downtown Santa Fe Vacation Rentals	172.58.111.212	6/13/20 8:29	379720129
devonmacleod16@gmail.com	Devon MacLeod	Denver	Support Downtown Santa Fe Vacation Rentals	73.243.210.71	6/13/20 8:22	379720073
cheryl.benard@gmail.com	Dr. Cheryl Benard	Santa Fe	Support Downtown Santa Fe Vacation Rentals	108.28.125.88	6/13/20 8:17	379720045
rankinhobbs1@gmail.com	Rankin Hobbs	Dallas TX	Support Downtown Santa Fe Vacation Rentals	107.128.225.98	6/13/20 8:04	379719961
c_angell58@yahoo.com	Carolyn Angell	St Petersburg	Support Downtown Santa Fe Vacation Rentals	35.139.93.35	6/13/20 8:02	379719941
Konradkikuchi@yahoo.com	Konrad Kikuchi	Dallas, TC	Support Downtown Santa Fe Vacation Rentals	76.187.138.238	6/13/20 7:59	379719909
peggymccracken@gmail.com	Peggy McCracken	Ann Arbor, MI	Support Downtown Santa Fe Vacation Rentals	68.48.244.116	6/13/20 7:58	379719893
dpayne@dpaynelaw.com	Dustin L. Payne	Fort Worth	Support Downtown Santa Fe Vacation Rentals	162.202.111.24	6/13/20 7:29	379719685
kwcoaches@hotmail.com	Deborah Lippi	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.143.161.119	6/13/20 7:26	379719657
canosabecker@gmail.com	Theresa Becker	Denver	Support Downtown Santa Fe Vacation Rentals	75.70.138.140	6/13/20 7:25	379719641
Kimberlympayne56@gmail.com	Kimberly Payne	Fort Worth	Support Downtown Santa Fe Vacation Rentals	162.202.111.24	6/13/20 7:25	379719637
Salliepg@gmail.com	Sallie page-goertz	Overland park	Support Downtown Santa Fe Vacation Rentals	174.234.15.144	6/13/20 7:13	379719593
ausconeva@gmail.com	Austin Evans	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.26.100.196	6/13/20 7:05	379719537
linseybthomas@yahoo.com	Linsey Thomas	TULSA	Support Downtown Santa Fe Vacation Rentals	166.137.115.56	6/13/20 6:46	379719377
Lindas@drumcpa.com	Linda duggs	Blanco	Support Downtown Santa Fe Vacation Rentals	174.246.192.69	6/13/20 6:44	379719373
echart_9@msn.com	John Echart	San Marcos, Texas	Support Downtown Santa Fe Vacation Rentals	71.221.189.93	6/13/20 6:22	379719253
r_robbie@sbcglobal.net	ROBBIE ROBISON	Oklahoma City	Support Downtown Santa Fe Vacation Rentals	107.202.171.17	6/13/20 5:57	379719121
ejoazle@msn.com	Evelynn	Azle	Support Downtown Santa Fe Vacation Rentals	74.113.245.133	6/13/20 5:32	379718997
sskalovsky@gmail.com	Stephen Skalovsky	Oklahoma City, OK	Support Downtown Santa Fe Vacation Rentals	104.177.195.14	6/13/20 5:06	379718845
HOKIEHAMM@GMAIL.COM	Jennie Hamm	BLACKSBURG	Support Downtown Santa Fe Vacation Rentals	73.152.126.220	6/13/20 4:59	379718797
cindy@pcinapa.com	Cynthia Anderson	Artesia, NM	Support Downtown Santa Fe Vacation Rentals	216.255.214.101	6/13/20 3:40	379718541
dulynn17@gmail.com	Diane Duran	Santa Fe	Support Downtown Santa Fe Vacation Rentals	75.161.101.83	6/13/20 1:06	379709837
claudinerehn@gmail.com	Claudine Rehn	Nehalem	Support Downtown Santa Fe Vacation Rentals	137.118.192.114	6/12/20 23:36	379709481
Georgeinsilver@yahoo.com	George	Silver City	Support Downtown Santa Fe Vacation Rentals	75.166.66.32	6/12/20 22:30	379709029
Karhy@donzis.com	Kathy Donzis	San Antonio	Support Downtown Santa Fe Vacation Rentals	70.120.21.102	6/12/20 22:11	379708881
sarasing@charter.net	Sara Singleton	Hollister, CA	Support Downtown Santa Fe Vacation Rentals	76.113.79.56	6/12/20 22:04	379708841
josh@justsqueezedjuice.com	Josh Lange	Los Ranchos	Support Downtown Santa Fe Vacation Rentals	73.228.4.25	6/12/20 22:04	379708837
Bethberg05@gmail.com	Elizabeth Bergandine	Pena Blanca	Support Downtown Santa Fe Vacation Rentals	97.73.244.58	6/12/20 21:58	379708805
Epreston@advmediation.com	Sissy Preston	New Braunfels	Support Downtown Santa Fe Vacation Rentals	75.1.39.218	6/13/20 11:41	379708577
Tom@intuitivewebsites.com	Tom Young	Colorado Springs	Support Downtown Santa Fe Vacation Rentals	107.2.230.66	6/12/20 21:22	379708557
wpmartin60@comcast.net	Bill Martin	Tigard	Support Downtown Santa Fe Vacation Rentals	73.164.244.75	6/12/20 21:16	379708521
Angelaeiva@aol.com	Angela hasted	Santa fe	Support Downtown Santa Fe Vacation Rentals	67.0.75.37	6/12/20 21:07	379708481
russ.schrader1@gmail.com	Russell Schrader	San Francisco	Support Downtown Santa Fe Vacation Rentals	76.103.178.54	6/12/20 21:04	379708461
stacie.hornell@xonix.us	Stacie Hornell	Pittsburgh	Support Downtown Santa Fe Vacation Rentals	71.199.105.66	6/12/20 21:00	379708433
Petesfnm@aol.com	Peter White	Santa Fe	Support Downtown Santa Fe Vacation Rentals	68.84.147.58	6/12/20 20:53	379707833
jbtuckermd@comcast.net	Jon B Tucker MD	Santa Fe	Support Downtown Santa Fe Vacation Rentals	71.199.123.184	6/12/20 20:53	379707829
analiarenner@gmail.com	Analia	Renner	Support Downtown Santa Fe Vacation Rentals	107.72.178.203	6/12/20 20:51	379707821
Santosa_m@yahoo.com	Margo	LOUISVILLE	Support Downtown Santa Fe Vacation Rentals	76.25.180.47	6/12/20 20:47	379707801
amberyoshida@me.com	Amber Yoshida	Basehor, KS	Support Downtown Santa Fe Vacation Rentals	24.111.226.237	6/12/20 20:42	379707753
schrager.marvin@gmail.com	marvin schrager	Santa Fe	Support Downtown Santa Fe Vacation Rentals	75.13.93.233	6/12/20 20:41	379707741
Maryhopeburns@gmail.com	Mary Hope Burns	Dallas	Support Downtown Santa Fe Vacation Rentals	107.77.196.113	6/12/20 20:39	379707733
Pattyndeasy@gmail.com	Patty Deasy	Napa	Support Downtown Santa Fe Vacation Rentals	76.231.28.56	6/12/20 20:31	379707701
derryburns03@gmail.com	Derry Burns	Dallas	Support Downtown Santa Fe Vacation Rentals	107.77.196.113	6/12/20 20:30	379707693
marinafratt@aol.com	Marina	Dallas	Support Downtown Santa Fe Vacation Rentals	172.58.109.88	6/12/20 20:28	379707649
nakedornithologist@yahoo.com	Kurt Miller	Santa Fe	Support Downtown Santa Fe Vacation Rentals	98.19.20.209	6/12/20 20:27	379707641
featheredfriends@cnsp.com	Darlene	Santa Fe	Support Downtown Santa Fe Vacation Rentals	98.19.20.209	6/12/20 20:26	379707629
susiegoins@gmail.com	Susan Goins	Carrollton, TX	Support Downtown Santa Fe Vacation Rentals	70.119.163.183	6/12/20 20:26	379707625
Tinaasfnm@aol.com	Tina Alarid	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.98.21.44	6/12/20 20:25	379707609
chrahrig@gmail.com	Carson Rahrig	Plano	Support Downtown Santa Fe Vacation Rentals	107.77.200.142	6/12/20 20:21	379707565

Samantha4642@gmail.com	Samantha	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.127.48.242	6/12/20 20:17	379707537
rhunt@barran.com	richard hunt	portland oregon	Support Downtown Santa Fe Vacation Rentals	72.35.146.32	6/12/20 20:17	379707533
Leighannburdett@gmail.com	Leigh Ann Burdett	Arlington, VA	Support Downtown Santa Fe Vacation Rentals	71.191.184.159	6/12/20 20:13	379707493
wnorskog@gmail.com	William Norskog	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.113.117.96	6/12/20 20:10	379707473
Sullivtl@hotmail.com	Terry Sullivan	Eau Claire, WI	Support Downtown Santa Fe Vacation Rentals	71.82.154.245	6/12/20 20:08	379707457
darrell_ley@yahoo.com	Darrell Ley	Decatur, TX	Support Downtown Santa Fe Vacation Rentals	71.221.127.125	6/12/20 20:07	379707453
twa511@yahoo.com	Tiffany Ley	Decatur, TX	Support Downtown Santa Fe Vacation Rentals	71.221.127.125	6/12/20 20:07	379707437
Elenafratt@gmail.com	Elena Frattaroli	Dallas	Support Downtown Santa Fe Vacation Rentals	172.58.107.238	6/12/20 20:03	379707417
Cfratt2@gmail.com	Christopher Frattaroli	Dallas	Support Downtown Santa Fe Vacation Rentals	172.58.107.211	6/12/20 20:02	379707409
Rchappel@nimcapital.com	Randy Chappel	Southlake, TX	Support Downtown Santa Fe Vacation Rentals	47.184.203.83	6/12/20 19:56	379707361
kwcoyote@gmail.com	Keith D. Wiley	Fort Dodge	Support Downtown Santa Fe Vacation Rentals	173.23.129.83	6/12/20 19:53	379707329
Nolefan77@comcast.net	Eric Faulkner	The Villages	Support Downtown Santa Fe Vacation Rentals	73.67.65.144	6/12/20 19:44	379707249
Joe@joemikos.com	Joe Mikos	Oak Bluffs	Support Downtown Santa Fe Vacation Rentals	76.24.199.114	6/12/20 19:44	379707245
cebodelson@gmail.com	Caitlin	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.0.67.59	6/12/20 19:39	379707197
lynn@phasepharma.com	Lynn Howard	Dallas	Support Downtown Santa Fe Vacation Rentals	107.77.199.64	6/12/20 19:37	379707173
btiffany@avixaero.com	Bill Tiffany	Dallas	Support Downtown Santa Fe Vacation Rentals	107.77.197.200	6/12/20 19:30	379707113
mmosty@me.com	Mark Mosty	Kerrville	Support Downtown Santa Fe Vacation Rentals	70.122.50.230	6/12/20 19:27	379707093
Baxtersmith1975@gmail.com	Baxter Smith	Los Angeles	Support Downtown Santa Fe Vacation Rentals	76.90.227.46	6/12/20 19:20	379707029
Hilarymosty@me.com	Hilary Mosty	Kerrville	Support Downtown Santa Fe Vacation Rentals	70.122.50.230	6/12/20 19:20	379707009
carolinefratt@aol.com	Caroline	Washington	Support Downtown Santa Fe Vacation Rentals	172.58.188.72	6/12/20 19:18	379706989
mikelandolt@aol.com	Michael Landolt	Kemah, Texas	Support Downtown Santa Fe Vacation Rentals	98.195.159.32	6/12/20 19:13	379706941
Brogan505@gmail.com	Brogan Andersson	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.123.9.182	6/12/20 19:13	379706937
abodel1426@gmail.com	Ansel Bodelson	Santa Fe	Support Downtown Santa Fe Vacation Rentals	68.84.152.220	6/12/20 19:06	379706873
rdean@ucsd.edu	Melanie Dean	Eau Claire	Support Downtown Santa Fe Vacation Rentals	24.183.143.145	6/12/20 19:06	379706869
Lynitab@gmail.com	Lynita Brown	Groom, Texas	Support Downtown Santa Fe Vacation Rentals	72.172.34.14	6/12/20 19:00	379706837
Leeshepka@yahoo.com	Lee Shepka	Windham, New Hampshire	Support Downtown Santa Fe Vacation Rentals	71.234.76.156	6/12/20 18:56	379706797
librettist@aol.com	Sally M Gall	La Jolla, CA	Support Downtown Santa Fe Vacation Rentals	66.75.59.21	6/12/20 18:54	379706777
Susan.spencer2305@yahoo.com	Susan Spencer	Plano	Support Downtown Santa Fe Vacation Rentals	72.180.85.92	6/12/20 18:54	379706773
lesliedrobbin@gmail.com	Leslie Drobbin	Santa Fe NM	Support Downtown Santa Fe Vacation Rentals	174.56.48.251	6/12/20 18:52	379706765
rsg34@austin.rr.com	Richard Golombeck	Austin, Texas and Cuchara, Colorado	Support Downtown Santa Fe Vacation Rentals	98.197.173.236	6/12/20 18:47	379706725
Ttripodo@gmail.com	Tony Tripodo	Houston	Support Downtown Santa Fe Vacation Rentals	73.232.92.248	6/12/20 18:44	379706693
babster1950@icloud.com	Barbara	Whitney	Support Downtown Santa Fe Vacation Rentals	72.172.61.110	6/12/20 18:44	379706689
polixenep@hotmail.com	Polixene Petrakopoulos	Fairfield	Support Downtown Santa Fe Vacation Rentals	68.192.81.185	6/12/20 18:43	379706681
charling1974@yahoo.com	Charlene Stehling	Santa Fe, NM	Support Downtown Santa Fe Vacation Rentals	172.58.63.188	6/12/20 18:40	379706649
Margaret.c.stone@gmail.com	Margaret Stone	Seattle	Support Downtown Santa Fe Vacation Rentals	97.126.70.96	6/12/20 18:40	379706645
Alillmackk@gmail.com	Ali Mackenzie	Santa Fe	Support Downtown Santa Fe Vacation Rentals	99.203.92.198	6/12/20 18:36	379706581
corrieten@gmail.com	Corrie	Shapiro	Support Downtown Santa Fe Vacation Rentals	67.164.154.89	6/12/20 18:34	379706549
Dvalentine99@hotmail.com	David Valentine	Huntington Beach	Support Downtown Santa Fe Vacation Rentals	107.77.228.22	6/12/20 18:31	379706533
adobecasitas@gmail.com	Richard Woodruff	Santa Fe	Support Downtown Santa Fe Vacation Rentals	23.81.234.21	6/12/20 18:31	379706529
Er1@atlanticbb.net	Ernesto Roederer	Lamy, NM	Support Downtown Santa Fe Vacation Rentals	73.175.148.220	6/12/20 18:29	379706493
nannotor@yahoo.com	Nan Notor	San Jose, CA	Support Downtown Santa Fe Vacation Rentals	24.130.193.196	6/12/20 18:27	379706481
nrhughes55@gmail.com	Neil Hughes	Athens, GA	Support Downtown Santa Fe Vacation Rentals	108.204.242.54	6/12/20 18:26	379706473
Juliabertram3@gmail.com	Julia Bertram	Santa Fe	Support Downtown Santa Fe Vacation Rentals	97.122.180.25	6/12/20 18:25	379706457
lwgnbush@msn.com	Gail Bush	Santa Fe	Support Downtown Santa Fe Vacation Rentals	98.249.97.156	6/12/20 18:21	379706429
chris.quinn.sa@gmail.com	Chris Quinn	San Antonio, TX	Support Downtown Santa Fe Vacation Rentals	23.127.174.30	6/12/20 18:15	379706389
dc_davidson@msn.com	Douglas Davidson	Woodside	Support Downtown Santa Fe Vacation Rentals	174.194.129.36	6/12/20 18:14	379706369
julwhite@q.com	Julia White-Hester	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.1.30.168	6/12/20 18:10	379706321
Amaliab23@gmail.com	Amalia Bertram	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.113.71.37	6/12/20 17:46	379706041
Catmbert@aol.com	Cathryn Bertram	Santa Fe	Support Downtown Santa Fe Vacation Rentals	73.26.159.93	6/12/20 17:45	379706033
bertram664@gmail.com	Alicia	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.113.71.37	6/12/20 17:44	379706025
Torty13@gmail.com	Victoria Duran	Santa Fe	Support Downtown Santa Fe Vacation Rentals	99.36.110.71	6/12/20 17:43	379706013
hduettra@gmail.com	Hannah Duettra	Santa Fe	Support Downtown Santa Fe Vacation Rentals	76.18.69.28	6/12/20 17:42	379705989
Ugigolf@aol.com	Andrew Ugor	Dallas	Support Downtown Santa Fe Vacation Rentals	75.20.165.35	6/12/20 17:27	379705841
Lindaugor@aol.com	Linda Ugor	Dallas	Support Downtown Santa Fe Vacation Rentals	75.20.165.35	6/12/20 17:25	379705825
word3.dean@gmail.com	Dean Word	New Braunfels	Support Downtown Santa Fe Vacation Rentals	71.41.140.162	6/12/20 17:12	379704609
susan3835@icloud.com	Susan D Arnold	Wichita, KS	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:21	4675807
lori@intuitivewebsites.com	Lori Mohr	Colorado Springs	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:21	354446733
irtheory@aol.com	Crista Wood	Elgin Illinois	Support Downtown Santa Fe Vacation Rentals		6/13/20 9:08	354446697
awismer2337@aol.com	Ann Wismer	Kemah, Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:58	354446677
WILLIS@INJURYOFFICES.COM	David Willis	Houston, Texas	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:33	354446661
ceweberjr@gmail.com	charles e weber Jr	Branford Ct 06405	Support Downtown Santa Fe Vacation Rentals		6/14/20 7:09	354446569
ksweeneyhammond@maret.org	Kathleen Hammond	Silver Spring,MD	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:59	354446401
reuben@caboclan.com	Reuben Sutter	Corrales	Support Downtown Santa Fe Vacation Rentals		6/13/20 7:44	354446393
timjstark@yahoo.com	Timothy Stark	Milwaukee	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:52	354446341
beckystahl@cox.net	Becky	Scottsdale	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:58	354446337
alibcsmith@gmail.com	Ali Smith	Dallas, TX	Support Downtown Santa Fe Vacation Rentals		6/15/20 21:27	354446301
smith0930@gmail.com	Monta Smith	Winston-Salem	Support Downtown Santa Fe Vacation Rentals		6/15/20 8:39	354446293
suzannecoughlinsmith@gmail.com	Suzanne CoughlinSmith	Fort Collins	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:34	354446289
lesliesmith014@gmail.com	Leslie	Houston	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:30	354446281
2skattums@gmail.com	Mark & Laura Skattum	Colorado Springs	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:40	354446269
don.slerakowski@gmail.com	Don slerakowski	Vernonâ€™s	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:10	354446225
jschultz@humnet.ucla.edu	James A. Schultz	West Hollywood CA	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:16	354446157
jschneiderdc@yahoo.com	Johanna Schneider	Washington D.C.	Support Downtown Santa Fe Vacation Rentals		6/13/20 12:30	354446145
caronscanlan12@gmail.com	Caron Scanlan	Englewood	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:17	354446129
dinamryan@gmail.com	Dina Ryan	Salida	Support Downtown Santa Fe Vacation Rentals		6/13/20 15:19	354446069
chrissillandcharlierogers@gmail.com	Christine Sill-Rogers	Kansas City, Missouri	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:15	354446049
roesch.rebecca@gmail.com	Becky Roesch	Dallas Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:42	354446045
lesrobison9@gmail.com	Leslie Robison	Stillwater	Support Downtown Santa Fe Vacation Rentals		6/13/20 5:56	354446033
pdrisu@cox.net	Pat Roberts	Baton Rouge	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:26	354446021
catherineukestadriddle@gmail.com	Catherine Riddle	Richardson	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:10	354445997
mfraffer@gmail.com	Megan	Chicago	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:33	354445877
sheridpruitt@yahoo.com	Sheri Pruitt	Ada, OK	Support Downtown Santa Fe Vacation Rentals		6/13/20 11:23	354445849
nbpland@gmail.com	Nancy Pohl	Midland texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:09	354445821
desertsun105@gmail.com	Brian Pace	Surprise, Arizona	Support Downtown Santa Fe Vacation Rentals		6/13/20 8:31	354445757
mao101mao@gmail.com	MARK A OLGUIN	Burbank	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:01	354445721

david.olesky@yahoo.com	David Olesky	Dallas	Support Downtown Santa Fe Vacation Rentals		6/17/20 9:50	354445717
maoneal1@msn.com	Michael Arthur O'Neal	Azle, TX	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:14	354445693
dustylnel@gmail.com	Dusty Nelson	Denver	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:25	354445661
wcnanney@att.net	Edward W Nanney	San Antonio, Tx	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:04	354445645
myersr@austin.rr.com	Ronnie T Myers	Austin	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:29	354445629
drsmurphy@yahoo.com	Dr. Sharon Murphy	Hinsdale IIL and Santa Fe NM	Support Downtown Santa Fe Vacation Rentals		6/12/20 23:45	354445609
mesl3105@gmail.com	Jay Mesl	Springfield	Support Downtown Santa Fe Vacation Rentals		6/15/20 12:55	354445493
bemex2050@gmail.com	Bruce Merritt	AURORA	Support Downtown Santa Fe Vacation Rentals		6/13/20 15:35	354445489
tcmeador@gvec.net	Tanya Meador	Cost, Texas	Support Downtown Santa Fe Vacation Rentals		6/15/20 8:36	354445477
jjmmcm@aol.com	Mary McKoskey	Woodbury, MN	Support Downtown Santa Fe Vacation Rentals		6/13/20 16:24	354445449
marciaborchersmc@hotmail.com	Marcia McGlothlin	New Braunfels, Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 17:21	354445445
szlip@sbcglobal.net	Sheila Lipkin	Houston	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:53	354445301
Megeleoni@gmail.com	Megan	Austin	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:12	354445269
sleedds@gmail.com	Charles Lee	Savannah, TN	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:11	354445257
marckaiser@cox.net	Marc Kaiser	Rancho Palos Verdes, CA	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:12	354445117
jimenez.ildefonso@gmail.com	Ildefonso Jimenez	Dallas	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:49	354445053
gailjp@att.net	Gail Jennings-Peterson	Moab, Utah	Support Downtown Santa Fe Vacation Rentals		6/15/20 11:59	354445049
fahunold@gmail.com	Frank Hunold	Odessa, Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:41	354444989
bahull@earthlink.net	Bill & Amy Hull	Blanchard, OK	Support Downtown Santa Fe Vacation Rentals		6/13/20 21:34	354444985
kkhfarms@gmail.com	Kendall	Scottsdale	Support Downtown Santa Fe Vacation Rentals		6/16/20 18:05	354444965
ahoard88@msn.com	Anna Hoard	Corrales	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:10	354444925
jhills1969@gmail.com	Jennifer	Seattle	Support Downtown Santa Fe Vacation Rentals		6/15/20 21:42	354444913
marshallhickey11@gmail.com	Marshall Hickey	Fort Worth	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:28	354444889
kherrera25@comcast.net	Pamela Kim Herrera	Albuquerque	Support Downtown Santa Fe Vacation Rentals		6/13/20 9:19	354444881
deborahheaton@icloud.com	Deborah Heaton	Parkville	Support Downtown Santa Fe Vacation Rentals		6/13/20 15:49	354444841
brynn.gutknecht@gmail.com	Brynn Gutknecht	Denver	Support Downtown Santa Fe Vacation Rentals		6/13/20 10:21	354444765
opgreen@att.net	Paula	San Antonio, TX	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:17	354444721
susangoodman2000@yahoo.com	Susan Goodman	Dallas	Support Downtown Santa Fe Vacation Rentals		6/16/20 6:42	354444701
jgoad2@icloud.com	John Goad	Fairview, Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:06	354444677
lisageorn@gmail.com	Lisa George	Overland Park, Kansas	Support Downtown Santa Fe Vacation Rentals		6/13/20 13:56	354444657
tgiawtia@aol.com	amanda george	amarillo tx	Support Downtown Santa Fe Vacation Rentals		6/15/20 13:10	354444653
kfowler291@gmail.com	Katrina	Dallas	Support Downtown Santa Fe Vacation Rentals		6/13/20 13:56	354444581
jama1@kw.com	Jama Fontaine	Albuquerque	Support Downtown Santa Fe Vacation Rentals		6/13/20 8:36	354444577
kathy_flammer@yahoo.com	Kathy J Flammer	Southlake,Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:05	354444573
susanfillmore@me.com	Susa Fillmore	Ft Worth	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:36	354444553
marionlfalk@gmail.com	Marion Falk	Oakland	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:38	354444505
repstein@plsmaterials.com	Richard Epstein	Solon, OH	Support Downtown Santa Fe Vacation Rentals		6/15/20 7:53	354444485
nmelam@gmail.com	Nicole Elam	Texarkana, TX	Support Downtown Santa Fe Vacation Rentals		6/14/20 6:23	354444449
vegbert@aol.com	Vivian Egbert	Tucson Arizona	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:44	354444441
patrick@edingerarchitects.com	Patrick Edinger	Solana Beach	Support Downtown Santa Fe Vacation Rentals		6/13/20 9:24	354444429
pamela.echart@gmail.com	Pamela Echart	San Marcos, Texas	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:21	354444421
MDEMING1@AOL.COM	Marilyn Deming	Escondido	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:31	354444353
djjdean@charter.net	DavidvDean	Chesterfield, MO	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:10	354444341
ldansbury@gmail.com	Laura Dansbury	SAN MATEO	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:20	354444325
cullifercarol@gmail.com	Carol Cullifer	Wiley	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:41	354444309
kelly.a.cromwell@gmail.com	Kelly Cromwell	Hoboken	Support Downtown Santa Fe Vacation Rentals		6/15/20 11:27	354444289
dcraig1025@gmail.com	Dana Craig	Lubbock TX	Support Downtown Santa Fe Vacation Rentals		6/13/20 9:37	354444277
craigconstruction@live.com	stanley D. Craig	Mena	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:37	354444273
mscolvin@gmail.com	Steve Colvin	Houston	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:36	354444233
jjcollins44@yahoo.com	Julie Collins	Cedaredge CO	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:38	354444229
heatherclement21@gmail.com	Heather	Lawton	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:37	354444205
carterclawson@gmail.com	Carter	Charleston	Support Downtown Santa Fe Vacation Rentals		6/13/20 7:37	354444201
jchappellreid@hopewestco.org	Jacquie Chappell-Reid	Grand Junction	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:26	354444169
mg3687@aol.com	Mary Cardenas	Dallas	Support Downtown Santa Fe Vacation Rentals		6/13/20 5:49	354444113
marinc@aol.com	Marilyn	Austin, Texas	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:49	354444093
scoslicer@gmail.com	Cheryl Bunnell	The Woodlands, TX	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:29	354444061
golf308@aol.com	Scott Bristol	Denver, Colorado	Support Downtown Santa Fe Vacation Rentals		6/13/20 3:56	354444021
cyndeblock@gmail.com	C Block	Sarasota, FL	Support Downtown Santa Fe Vacation Rentals		6/13/20 13:34	354443953
LeRoy.Blanks@TexasBingo.com	Charles LeRoy Blanks	Coppell	Support Downtown Santa Fe Vacation Rentals		6/13/20 7:45	354443949
donnablakemore@sbcglobal.net	Donna Blakemore	San Francisco	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:22	354443941
bertram@santafe.edu	Bruce Bertram	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/16/20 9:07	354443909
almabernal310@gmail.com	ALMA BERNAL	EL PASO	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:27	354443905
hebecker433@gmail.com	Helen E. Becker	Moab, Ut	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:02	354443869
jalex1821@msn.com	Candy	Farmington NM 87401	Support Downtown Santa Fe Vacation Rentals		6/15/20 21:36	354443733
samantha4642@aol.com	Samantha Drysdale	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.164.145.65	6/12/20 16:58	156288419
sduettra@gmail.com	Sydney Duettra	Santa Fe	Support Downtown Santa Fe Vacation Rentals	67.164.145.65	6/12/20 17:02	156287631
ruby.l.chaney@gmail.com	Ruby L Chaney	Edmond	Support Downtown Santa Fe Vacation Rentals	172.14.136.221	6/15/20 9:02	151581203
jameswcaudle@yahoo.com	James W. Caudle	Plano, Texas 75093	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:04	354444145
robert@drblakeburn.com	Robert Blakeburn	Clinton, OKLAHOMA	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:43	354443933
monihamer@sbcglobal.net	Monica Hamer	Dallas	Support Downtown Santa Fe Vacation Rentals	76.237.214.74	6/14/20 3:13	379728033
andreajones99@gmail.com	Andrea Jones	Davis	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:43	354445045
dsscott4@msn.com	Diana Scott	Pueblo	Support Downtown Santa Fe Vacation Rentals	174.209.9.50	6/12/20 19:10	132872191
wongadilla@gmail.com	Amy Doyle	Austin, Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:36	4699143
plasticpromd@yahoo.com	Gary Horndeski	League city	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:14	4699135
brh2907@iinet.net.au	Reg Holloway	Potts Point, NSW Australia	Support Downtown Santa Fe Vacation Rentals		6/12/20 22:05	4699091
perry@junetaylorjams.com	Perry Small	Oakland, CA	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:39	4698963
sjk49@comcast.net	Peggy Kelly	Denver, CO	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:36	4698775
davef509@aol.com	David	Spokane	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:39	4698751
willadamson@sabinepipe.com	Will Adamson	Longview	Support Downtown Santa Fe Vacation Rentals		6/15/20 8:54	4698723
waltparke@gmail.com	Walt P Jones	Fort Worth	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:28	4698711
tgeorge@westtexasinsuranceagency.com	tommy george	amarillo tx	Support Downtown Santa Fe Vacation Rentals		6/15/20 13:09	4698623
judburch60@gmail.com	Judi Burchfield	Denver	Support Downtown Santa Fe Vacation Rentals		6/15/20 12:52	4698615
rustyhinds@aol.com	Hinds Rusty	Houston	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:20	4698411
rarephotoltd@gmail.com	ND MacDonald	Toronto, Canada	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:03	4698319
becky@travelnpair.com	Rebecca Blase	Lamy	Support Downtown Santa Fe Vacation Rentals		6/13/20 9:50	4698095

maestrasoy@yahoo.com	Rose	Austin	Support Downtown Santa Fe Vacation Rentals		6/15/20 11:16	4697975
lynn.blakeley@gmail.com	Lynn Blakeley	San Antonio	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:07	4697947
ljkuenning@aol.com	Lynne Curtis	Owasso	Support Downtown Santa Fe Vacation Rentals		6/15/20 14:47	4697879
aloha.duffs@me.com	Lynn and Ron	Paradise Valley	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:44	4697823
dalockwood1@comcast.net	Don	Seattle	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:00	4697819
pattimorrison@hotmail.com	Patricia A Morrison	St Clair Shores	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:09	4697751
mjb10001@aol.com	Monica Robinson	Albuquerque	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:24	4697587
jrae.je@gmail.com	Janet Edwards	Amarillo	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:22	4697579
shepp04@msn.com	Cynthia Sheppard	Cuero tax	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:18	4697539
jdbrazzeal9@gmail.com	Jeff Brazzeal	Bentonville	Support Downtown Santa Fe Vacation Rentals		6/15/20 11:54	4697527
ponetale@yahoo.com	Farley kemler	Manalapan NJ	Support Downtown Santa Fe Vacation Rentals		6/16/20 3:02	4697515
hilharms@hotmail.com	Hilary	Prairie Village	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:52	4697447
htripodo@hotmail.com	H. Tripodo	Houston	Support Downtown Santa Fe Vacation Rentals		6/13/20 7:21	4697443
hillcountryhousegirl@gmail.com	Ann Williams	Fort Worth	Support Downtown Santa Fe Vacation Rentals		6/15/20 8:50	4697427
greygoose222@hotmail.com	Lisa	Kansas City	Support Downtown Santa Fe Vacation Rentals		6/13/20 8:43	4697411
poboy_51@yahoo.com	Gary Thomas	Pryor	Support Downtown Santa Fe Vacation Rentals		6/13/20 5:53	4697339
dillydallydibbles@yahoo.com	Amanda Winstead	Austin	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:29	4697231
mbgramtxga@yahoo.com	Mary Beth Gramlich	Little Rock	Support Downtown Santa Fe Vacation Rentals		6/12/20 22:05	4697187
tesshb@gmail.com	Tess Hand-Bender	Denver, Co	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:21	4696995
sah4sah@aol.com	Shirley Heiman	St Louis	Support Downtown Santa Fe Vacation Rentals		6/14/20 11:15	4696895
bobbymacek@gmail.com	Bobby	Houston	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:11	4696839
gymom10@aol.com	LaNae Taylor	Dallas, TX	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:49	4696471
riekerpie@gmail.com	Sunny and Tom Rieker	Arcadia, CA	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:14	4696379
marynewman2@btinternet.com	Mary Newman	London	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:17	4696315
genecohen@cox.net	Eugene D Cohen	Phoenix	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:47	4696279
darschilling@yahoo.com	Darlene Schilling	Corrales	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:38	4696247
kmg0228@gmail.com	Kevin Goins	Carrollton, TX	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:25	4696191
tracyiherson@yahoo.com	Tracy Herson	Dallas, Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:30	4696179
rec3@mac.com	Rob Clements	Dallas	Support Downtown Santa Fe Vacation Rentals		6/15/20 12:45	4695691
michaelhester@q.com	Michael Hester	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:10	4695659
dlamson24@yahoo.com	Dawna Lamson	Gorham	Support Downtown Santa Fe Vacation Rentals		6/12/20 22:52	4695643
dladely@neb.rr.com	Danny Ladely	Lincoln	Support Downtown Santa Fe Vacation Rentals		6/13/20 10:01	4695535
tfebus2000@yahoo.com	Tricia Lorie	Honolulu	Support Downtown Santa Fe Vacation Rentals		6/16/20 17:58	4695491
suzanneclements@usa.net	Suzanne Clements	St. Petersburg	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:37	4695471
sandyclark01@hotmail.com	Sandy Clark	Spicewood	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:56	4695459
michael.mrochek@att.net	Michael Mrochek	El Paso, TX	Support Downtown Santa Fe Vacation Rentals		6/15/20 18:32	4695451
caccaloeb@gmail.com	SuAnne	Pittsburgh	Support Downtown Santa Fe Vacation Rentals		6/13/20 12:08	4695195
gailcolwick@gmail.com	Gail Colwick	Richardson (Dallas) TX. 75082	Support Downtown Santa Fe Vacation Rentals		6/13/20 16:00	4695151
freyalutz@yahoo.com	Leslie Lutz	Pittsburgh	Support Downtown Santa Fe Vacation Rentals		6/13/20 8:48	4694987
sandjar3@sbcglobal.net	Sandy	Carmel, IN	Support Downtown Santa Fe Vacation Rentals		6/15/20 20:57	4694983
doug.kopp@att.net	Douglas Kopp MD	Lubbock, TX	Support Downtown Santa Fe Vacation Rentals		6/15/20 13:14	4694835
meconrad@mac.com	Mary Conrad	Albuquerque NM	Support Downtown Santa Fe Vacation Rentals		6/13/20 7:24	4694671
khutch43@gmail.com	Kay Hutchison	Madison WI	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:43	4694555
mark.swearingen55@gmail.com	Mark Swearingen	Concord, CA	Support Downtown Santa Fe Vacation Rentals		6/13/20 11:52	4694411
jwc51@aol.com	James Carroll	Belton, Texas	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:33	4694375
dmann8006@yahoo.com	Dave Mann	Tucson	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:27	4694275
ghnospam@comcast.net	Glenn Horton	Seattle, WA	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:19	4694127
bmaples@consolidated.net	Carol Maples	Lufkin	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:21	4694051
melissalarry@cox.net	Melissa Larry	Tulsa	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:12	4694015
suzannewalsh@hotmail.com	Suzanne Walsh	Allen, TX	Support Downtown Santa Fe Vacation Rentals		6/15/20 11:37	4693939
robitut@yahoo.com	Robin Tuttle	Hillsboro, NMFS	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:56	4693735
sagraug@gmail.com	S G	New Orleans	Support Downtown Santa Fe Vacation Rentals		6/13/20 11:01	4693671
js2saints@sbcglobal.net	Sharlene St.Clair	Sacramento	Support Downtown Santa Fe Vacation Rentals		6/15/20 17:24	4693487
gailstitt@ymail.com	Gail K Stitt	Salida, Colorado	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:51	4693355
mdeynoodt@gmail.com	Mary Deynoodt	New Orleans	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:36	4693203
gregory.a.kelinske@rrd.com	Gregory	Texas	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:33	4693167
marandolphlaw@aol.com	Mary Ann Randolph	Mariemont	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:07	4692795
surobert@nmsu.edu	Susan K Roberts	Las Cruces	Support Downtown Santa Fe Vacation Rentals		6/15/20 14:16	4692739
joyblum1@aol.com	Joy Blum	Tabernash, CO	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:34	4692731
jdubowe@aol.com	Jeff	Las Vegas	Support Downtown Santa Fe Vacation Rentals		6/13/20 10:19	4692671
peter.roessler@gmail.com	Peter Roessler	San Francisco, CA	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:41	4692619
maduettra@gmail.com	Amity Duettra	Bend, Oregon	Support Downtown Santa Fe Vacation Rentals	174.245.194.46	6/14/20 11:14	4692307
lkg1105@verizon.net	Lori Goldberg	Plano	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:51	4692207
bgardner@planetcrossing.com	Barbara Gardner	Atascadero	Support Downtown Santa Fe Vacation Rentals		6/13/20 15:37	4692123
wilhardwick@verizon.net	WILLIS C HARDWICK	ALEXANDRIA	Support Downtown Santa Fe Vacation Rentals		6/13/20 10:17	4692111
becky@rebeccarice.net	Rebecca Rice	Little Rock	Support Downtown Santa Fe Vacation Rentals		6/12/20 23:33	4692099
bfarrell.faps@yahoo.com	Barbara	Arlington	Support Downtown Santa Fe Vacation Rentals		6/14/20 11:17	4692015
pduettra@yahoo.com	Peter Duettra	Chandler Arizona	Support Downtown Santa Fe Vacation Rentals		6/12/20 17:41	4691971
ljmarbella@aol.com	Joyce Malone	Denver	Support Downtown Santa Fe Vacation Rentals		6/14/20 15:04	4691903
amyret@comcast.net	Amy Retherford	Commerce City	Support Downtown Santa Fe Vacation Rentals		6/14/20 16:54	4691895
fair.april2@gmail.com	April	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/13/20 21:32	4691887
fowler1219@gmail.com	Alee	Oklahoma City	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:27	4691483
ejparsons@sbcglobal.net	Eric Parsons	Appleton, WI	Support Downtown Santa Fe Vacation Rentals		6/15/20 9:39	4691479
kathydevor@gmail.com	Kathleen Devor	Montrose	Support Downtown Santa Fe Vacation Rentals		6/13/20 6:02	4691387
jtphoenix@jtphoenix.com	Tim Phoenix	TULSA	Support Downtown Santa Fe Vacation Rentals		6/13/20 9:06	4691195
b_murphy@comcast.net	Bob Murphy	Louisville	Support Downtown Santa Fe Vacation Rentals		6/15/20 19:36	4691183
ehelmholz@comcast.net	Edith Helmholz	Tiburon	Support Downtown Santa Fe Vacation Rentals		6/12/20 22:19	4691171
b737drvr@gmail.com	Judy Holly	Houston	Support Downtown Santa Fe Vacation Rentals		6/15/20 13:37	4691079
pmccabe@sflaw.com	Patrick McCabe	San Francisco, CA	Support Downtown Santa Fe Vacation Rentals		6/14/20 17:00	4690843
cnease1493@cox.net	Carole Nease	mulvane ks	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:18	4690743
dennis.sass@cox.net	V Dennis Sass	San Diego	Support Downtown Santa Fe Vacation Rentals		6/16/20 11:45	4690699
garyhornsby@msn.com	Gary Hornsby	Denver	Support Downtown Santa Fe Vacation Rentals		6/13/20 7:11	4690503
econlan@msn.com	Erica Conlan	Seattle	Support Downtown Santa Fe Vacation Rentals		6/15/20 0:13	4690303
mina1339@hotmail.com	Wilhemina DeShazo	Washington DC	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:35	4690203
nancy2544@cox.net	Nancy Moore	Tulsa, Ok	Support Downtown Santa Fe Vacation Rentals		6/12/20 21:20	4690195

wkschmuck@gmail.com	Wallace Schmuck	Benbrook	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:08	4690171
lemrts@gmail.com	Robert Skinnet	San Francisco	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:39	4690139
david.martinez1966@gmail.com	David R Martinez	Dracut, MA 01826	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:15	4690035
kbs.owen@gmail.com	Katie Owen	Austin, TX	Support Downtown Santa Fe Vacation Rentals	6/15/20 16:05	4689995
scottcarson1@me.com	Scott	Frisco	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:06	4689851
bgshanker@msn.com	Beth Shanker	Denver	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:13	4689747
debwax@aol.com	Deborah Wax	Houston, Texas	Support Downtown Santa Fe Vacation Rentals	6/16/20 17:01	4689503
schoeppel@hotmail.com	Pamela Schoeppel	Jacksonville FL	Support Downtown Santa Fe Vacation Rentals	6/13/20 8:52	4689475
baxsmith@aol.com	Ken Smith	Fort Collins	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:31	4689431
sramsey14@cox.net	Suzanne Ramsey	Aliso Viejo	Support Downtown Santa Fe Vacation Rentals	6/13/20 9:06	4689423
horseflyaa@yahoo.com	Temple	Illinois	Support Downtown Santa Fe Vacation Rentals	6/13/20 6:35	4689371
claybeveridge@verizon.net	Clay Beveridge	Richmond	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:16	4689227
jenmanley@verizon.net	Jennifer manley	Baytown TX	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:16	4689083
deb@citadeltech.com	Deb Mich	Santa Cruz	Support Downtown Santa Fe Vacation Rentals	6/15/20 14:26	4689003
sandi.brakebush@gmail.com	Sandra Brakebush	Mission Viejo CA 92691	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:01	4688959
lyndalawrence56@yahoo.com	Lynda Lawrence	Forney TX. 75126	Support Downtown Santa Fe Vacation Rentals	6/13/20 13:13	4688835
rbecht1@gmail.com	Robert Becht, Jr	Summerset	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:29	4688751
amwarnke@suddenlink.net	Andrea Margaret Warnke	Andrews	Support Downtown Santa Fe Vacation Rentals	6/13/20 9:19	4688691
barbarastrand5@btinternet.com	Barbara	Galisteo	Support Downtown Santa Fe Vacation Rentals	6/13/20 1:33	4688555
emg2288@icloud.com	Edward m. Green	Monticello, florida	Support Downtown Santa Fe Vacation Rentals	6/13/20 5:55	4688511
june@northofpalms.com	June Ailin Sewell	Marina del Rey, CA	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:08	4688467
christycarpenter@me.com	Christy Carpenter	Austin	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:30	4688327
bander4125@aol.com	Beth Anderson	Longmont	Support Downtown Santa Fe Vacation Rentals	6/14/20 19:23	4688239
jdworak@gmail.com	John L Dworak	Monument	Support Downtown Santa Fe Vacation Rentals	6/13/20 9:49	4688171
bbannatyne@aol.com	Elaine Veyna Bannatyne	Fillmore CA	Support Downtown Santa Fe Vacation Rentals	6/13/20 9:05	4688115
jslilly@me.com	Joyce Lilly	Washington, TX	Support Downtown Santa Fe Vacation Rentals	6/15/20 8:54	4687935
alliebeern@yahoo.com	Allison Northern	Amarillo	Support Downtown Santa Fe Vacation Rentals	6/13/20 10:14	4687883
bacbc@aol.com	Barton Alexander	Denver	Support Downtown Santa Fe Vacation Rentals	6/13/20 5:50	4687751
krenfro2000@gmail.com	Kathy Renfro	Albuquerque	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:43	4687743
cshain@heschandshain.com	Constance Shain	Kirkland	Support Downtown Santa Fe Vacation Rentals	6/14/20 13:00	4687691
nancyjleonard@mac.com	Nancy J. Leonard	Dana Point	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:22	4687651
raj.stma@gmail.com	Theresa Rajendran	Colorado Springs	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:28	4687327
edgardm1@msn.com	Marie Edgar	Denver	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:00	4687203
raindancedesign@comcast.net	jann	Littleton	Support Downtown Santa Fe Vacation Rentals	6/15/20 10:01	4687155
dwbyrne@outlook.com	David	Byrne	Support Downtown Santa Fe Vacation Rentals	6/13/20 4:42	4687115
ladym_56@hotmail.com	Marylin	Marietta	Support Downtown Santa Fe Vacation Rentals	6/15/20 15:37	4687111
kannsage@gmail.com	Kathleen Sayers	Durango, CO	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:06	4687027
reiter@wtrt.net	ANNE REITER	Hereford	Support Downtown Santa Fe Vacation Rentals	6/13/20 10:26	4686847
mstreifer@sbcglobal.net	Maria Streifer	Benicia, CA	Support Downtown Santa Fe Vacation Rentals	6/13/20 0:10	4686767
qwqwqw@mail.com	Michael Diamond	Mullica Hill, NJ	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:14	4686671
ae04mtnear@optonline.net	Elyse Bauer	Bethpage, NY	Support Downtown Santa Fe Vacation Rentals	6/13/20 7:19	4686491
query10@juno.com	S. Yee	Gilbert	Support Downtown Santa Fe Vacation Rentals	6/12/20 23:14	4686439
bridgetecondon@gmail.com	Bridget Condon	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/14/20 17:13	4686399
droeca@droecalaw.com	Douglas Roeca	Placerville	Support Downtown Santa Fe Vacation Rentals	6/15/20 8:51	4686347
pope@sandiego.edu	Jack Pope	San Diego	Support Downtown Santa Fe Vacation Rentals	6/12/20 23:20	4686339
mcs@first-interstate.com	Mitchell Schneider	Cleveland ohio	Support Downtown Santa Fe Vacation Rentals	6/15/20 12:12	4686083
pammcafee@gmail.com	Pam McAfee	Driftwood	Support Downtown Santa Fe Vacation Rentals	6/13/20 5:10	4686003
lilly@curiouslybright.com	Lilly Bright	Los Angeles	Support Downtown Santa Fe Vacation Rentals	6/13/20 21:29	4685983
paint4real@comcast.net	Steven J Sweeney	STILLWATER, MN	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:41	4685547
tpjs1@verizon.net	Thomas Stoner	Catonsville MD 21228	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:57	4685535
rkixonia@gmail.com	Randy Koschnick	Oconomowoc	Support Downtown Santa Fe Vacation Rentals	6/15/20 13:51	4685311
kprado@aol.com	Kathleen Prado	La Quinta	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:04	4685199
apriestman@comcast.net	Ann priestman	Littleton	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:48	4685183
parrott.d@gmail.com	Dan Parrott	Saint Augustine	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:23	4684995
vickirye@yahoo.com	Vicki Rye	Houston TX	Support Downtown Santa Fe Vacation Rentals	6/12/20 22:47	4684903
maxvillejan@yahoo.com	Jan Thomas	Rathdrum, ID	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:36	4684863
diannekalb@gmail.com	Dianne Kalb	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:58	4684803
rufus@flywild.net	Sherry Kandle	Boise	Support Downtown Santa Fe Vacation Rentals	6/14/20 22:38	4684751
mc@richduranplumbing.com	mark Couch	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:15	4684687
andi_mcdowell@yahoo.com	Andi	Ellicott City	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:19	4684647
mchavatel@aol.com	Marta Chavatel	Fenwick island de	Support Downtown Santa Fe Vacation Rentals	6/13/20 4:06	4684367
annalabenz@mac.com	Anna LaBenz	Flagstaff	Support Downtown Santa Fe Vacation Rentals	6/12/20 22:36	4684343
klmitch2004@yahoo.com	Kyle Mitchell	Centerville, Ohio	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:04	4684299
amylevin01@gmail.com	Amy Levin	Tucson	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:26	4684287
maryvm96@aol.com	Mary Vandermast	Surprise, AZ	Support Downtown Santa Fe Vacation Rentals	6/13/20 5:13	4684139
clakin@infowest.com	Carol Lakin	St. George, UT	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:51	4684123
nwd47@aol.com	Neil Dorsman	Green Valley, AZ	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:28	4683983
billramsey53@gmail.com	William Ramsey, AICP	Aliso Viejo	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:07	4683571
terrymcm@comcast.net	Terrence McMahon	Monte Sereno	Support Downtown Santa Fe Vacation Rentals	6/12/20 23:21	4683411
triod@hotmail.com	Tri Vuong	Dallas	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:33	4683407
hdilly@yahoo.com	Hal Dillemback	Corrales	Support Downtown Santa Fe Vacation Rentals	6/15/20 10:05	4683267
noble@usa.com	Judy Noble	Dallas	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:15	4683259
denise@jecmiller.com	Denise Miller	Minneapolis	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:56	4683159
kimcallait@gmail.com	Kim	Frisco	Support Downtown Santa Fe Vacation Rentals	6/14/20 13:38	4683135
joannegustafson@msn.com	Joanne Gustafson	Wheat Ridge, CO	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:15	4683087
yj@taosnet.com	Wendy E Young	El Prado	Support Downtown Santa Fe Vacation Rentals	6/15/20 10:22	4683083
amyrschofield@hotmail.com	Amy Lemyre	Santa Rosa	Support Downtown Santa Fe Vacation Rentals	6/14/20 14:16	4682943
salinas.anna.c@gmail.com	Anna	Kerrville	Support Downtown Santa Fe Vacation Rentals	6/13/20 10:10	4682907
pdlainson@charter.net	Pamela Lainson	Hastings	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:43	4682779
amy@dynamicpotential.com	Amy	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:27	4682767
nriordon@cox.net	Nancy F Riordon	Green Valley, AZ	Support Downtown Santa Fe Vacation Rentals	6/13/20 18:18	4682671
adoris@sbcglobal.net	AL K. DORIS	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:47	4682539
joelynhiggins@cox.net	JOELYN DINNELLA HIGGINS	Sun City	Support Downtown Santa Fe Vacation Rentals	6/13/20 7:36	4682523
cwilson@zianet.com	Cheryl Wilson	Las Cruces NM	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:48	4682511
mdague1@gmail.com	michael dague	MARANA	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:17	4682263

kferguson@austin.rr.com	Elaine	Austin	Support Downtown Santa Fe Vacation Rentals	6/13/20 9:21	4682199
s.lindsey85@gmail.com	Sara Knudson	Tampa, FL	Support Downtown Santa Fe Vacation Rentals	6/15/20 8:59	4682183
deb_kahrs@msn.com	Deborah Kahrs	OTIS	Support Downtown Santa Fe Vacation Rentals	6/16/20 4:33	4682155
betbooks@aol.com	Britton E Trice	New Orleans	Support Downtown Santa Fe Vacation Rentals	6/12/20 22:14	4682123
marshawilliams@islandnet.com	Marsha Williams	Victoria British Columbia	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:32	4682103
rjjones4314@gmail.com	Roger Jones	Lakewood, CO	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:16	4681807
mchslater@gmail.com	Cathryn	Little Rock	Support Downtown Santa Fe Vacation Rentals	6/13/20 8:51	4681799
marshallgile@mac.com	Marshall Gile	Denver	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:05	4681763
jburndred@btinternet.com	John BURNDRED	Lincoln, UK	Support Downtown Santa Fe Vacation Rentals	6/13/20 1:13	4681747
mchatelle@gvtc.com	Mike Chatelle	Fair Oaks Ranch	Support Downtown Santa Fe Vacation Rentals	6/13/20 8:57	4681595
allinante@gmail.com	Allison Emge	Littleton	Support Downtown Santa Fe Vacation Rentals	6/13/20 5:45	4681547
btbagshaw@hotmail.com	Mary Teresa Bagshaw	FORT COLLINS, CO	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:27	4681483
cneastwood1@gmail.com	Clair Eastwood	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:14	4681311
marisadiazarenas@gmail.com	Marisa Diaz	Bogota	Support Downtown Santa Fe Vacation Rentals	6/13/20 15:04	4681047
ruth@ruthmikos.com	Ruth Mikos	Rochester	Support Downtown Santa Fe Vacation Rentals	6/13/20 6:21	4681043
elisagnzlz@hotmail.com	Elisa Gonzalez	League city	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:06	4680971
bonjifiber@gmail.com	Bonnie Black	Camdenton, Missouri	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:06	4680827
stellarafalo@gmail.com	Anne Rafalo	Durango	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:10	4680727
maggieparr1@hotmail.com	Maggie Parr	SHEFFIELD	Support Downtown Santa Fe Vacation Rentals	6/12/20 23:27	4680339
efremjr@yahoo.com	Efrem Chavez	Albuquerque	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:55	4680315
mauraselk@yahoo.com	Lisa Deeds	Sedalia, CO	Support Downtown Santa Fe Vacation Rentals	6/15/20 16:23	4680283
catanasoff@yahoo.com	Cynthia Atanasoff	The Colony	Support Downtown Santa Fe Vacation Rentals	6/15/20 11:46	4680099
jankennaugh@gmail.com	Jan Kennaugh	Denver	Support Downtown Santa Fe Vacation Rentals	6/13/20 7:38	4680095
kmigl82@gmail.com	Karen Migl	San Antonio	Support Downtown Santa Fe Vacation Rentals	6/13/20 14:44	4679959
srajmd@gmail.com	Sundar Rajendran	Colorado Springs	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:28	4679939
djohnson6531@yahoo.com	Donna Johnson	Gallup	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:52	4679843
knj44ws@gmail.com	Kate Johnston	Stuart, FL	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:40	4679763
mydogutah@aol.com	Lance Feray	Spring Texas	Support Downtown Santa Fe Vacation Rentals	6/13/20 4:53	4679459
robertcavin1@att.net	Dr. Robert Cavin	Rockwall, Texas	Support Downtown Santa Fe Vacation Rentals	6/12/20 22:18	4679327
kevinthomasflutes@hotmail.com	kevin thomas	bacchus marsh australia	Support Downtown Santa Fe Vacation Rentals	6/15/20 16:44	4679159
kerrymartin123@yahoo.com	Kerry Martin	Sahaurita	Support Downtown Santa Fe Vacation Rentals	6/15/20 8:58	4679051
ray@freemaninc.com	Raymond C. Freeman, Jr.	Santa Barbara, CA	Support Downtown Santa Fe Vacation Rentals	6/12/20 23:32	4678727
nisterling@aol.com	Nancy	Houston	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:41	4678199
chaille.hawkins@yahoo.com	Chaille Hawkins	Ingram	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:37	4678159
dovfd569@hotmail.com	David	Flower Mound	Support Downtown Santa Fe Vacation Rentals	6/13/20 5:48	4678127
mteske@som.umaryland.edu	Mark Teske	Baltimore	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:15	4678075
dreehln@aol.com	D Reehling	Indianapolis	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:25	4678055
richardwoodruff@yahoo.com	Richard Woodruff	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/16/20 9:10	4677971
rleecock@gmail.com	Ryan Daniel Leecock	Dallas	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:50	4677943
rivese@castleman.net	Rives Castleman	Dallas	Support Downtown Santa Fe Vacation Rentals	6/15/20 12:27	4677915
jay.levinsohn@gmail.com	Jay Levinsohn	Chapel Hill	Support Downtown Santa Fe Vacation Rentals	6/15/20 11:41	4677791
annalamis@gmail.com	Anna Amis	Overland Park	Support Downtown Santa Fe Vacation Rentals	6/13/20 8:40	4677727
gschappell4@me.com	George Chappell	Santa fe	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:26	4677703
erickja@sonic.net	Judy Erickson	Santa rosa	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:27	4677615
rkiker@hotmail.com	Reita Kiker	Hondo NM	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:52	4677583
loudena@aol.com	Andrew F Louden	Indianapolis	Support Downtown Santa Fe Vacation Rentals	6/13/20 4:10	4677527
rich@richduranplumbing.com	Richard Duran	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/17/20 8:35	4677479
dougbtx@gmail.com	Doug Beck	Bedford, Tx	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:21	4677275
mleeser@gmail.com	Michael J. Leeser	Tallahassee, FL	Support Downtown Santa Fe Vacation Rentals	6/15/20 14:47	4676643
vnarnold@att.net	Vicki Arnold	Tucson, AZ	Support Downtown Santa Fe Vacation Rentals	6/15/20 10:08	4676631
suzdrum@cox.net	Suzanne Tractenberg	San Diego, CA 92103	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:54	4676595
jtuma@charter.net	John Tuma	Northfield, MN	Support Downtown Santa Fe Vacation Rentals	6/13/20 21:59	4676563
rhondajohns@pldi.net	Rhonda Johns	Tuttle	Support Downtown Santa Fe Vacation Rentals	6/15/20 13:11	4676543
bjdnwillis@gmail.com	Betsy J Willis	Dallas	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:21	4676203
lillich.dallas@gmail.com	Dallas Lillich	Oshkosh	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:14	4676195
hughesbuilding1@gmail.com	Charles Hughes	Westland	Support Downtown Santa Fe Vacation Rentals	6/15/20 4:54	4676147
dmiller.invest@att.net	Darrell Miller	St Simons Island, GA	Support Downtown Santa Fe Vacation Rentals	6/15/20 10:31	4676051
susan@sckart.com	Susan crouse	Longmont	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:04	4675979
andrewdshapiro@gmail.com	Andrew Shapiro	Santa Fe	Support Downtown Santa Fe Vacation Rentals	6/15/20 11:49	4675927
kashep1@comcast.net	Karen	Castle Rock	Support Downtown Santa Fe Vacation Rentals	6/12/20 23:37	4675887
kawen407@gmail.com	Katie Wendel	Kansas City, MO	Support Downtown Santa Fe Vacation Rentals	6/13/20 5:47	4675855
bakeel7521@gmail.com	Beth Keel	Knoxville	Support Downtown Santa Fe Vacation Rentals	6/13/20 7:54	4675763
billh2121@att.net	Bill Humes	Edmond, OK	Support Downtown Santa Fe Vacation Rentals	6/16/20 5:50	4675727
reganlenehan@hotmail.com	Regan Lenehan	Austin	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:08	4675699
karnish@ymail.com	Janice Karnish	Ponca City	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:47	4675651
dianneh46@att.net	Dianne Hughes	San Antonio, Texas	Support Downtown Santa Fe Vacation Rentals	6/13/20 7:42	4675503
redcloud1@tampabay.rr.com	Steve Rambeaux	St Petersburg	Support Downtown Santa Fe Vacation Rentals	6/13/20 6:34	4675403
cardenas711@aol.com	David Cardenas	Dallas Texas	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:31	4675315
srsavage@gmail.com	seneca savage	albuquerque	Support Downtown Santa Fe Vacation Rentals	6/15/20 9:26	4675311
lj1966lj@yahoo.com	Chris Davies	Lake Jackson	Support Downtown Santa Fe Vacation Rentals	6/12/20 21:32	4675307
jameshardin13@sbcglobal.net	James Hardin	Lubbock	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:11	4675171
eric@wolffam.com	ERIC WOLF	Austin	Support Downtown Santa Fe Vacation Rentals	6/13/20 7:03	4675147
alice.lusk@tx.rr.com	Alice Lusk	Frisco, Texas	Support Downtown Santa Fe Vacation Rentals	6/13/20 8:10	4675131
andehargrove@gmail.com	Ann Hargrove	Evergreen, CO	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:09	4675095
carsonwomack9@gmail.com	Carson	San Angelo	Support Downtown Santa Fe Vacation Rentals	6/13/20 21:09	4675071
mkmkmeier@gmail.com	Mary Ann Kinsella Meier	Highland	Support Downtown Santa Fe Vacation Rentals	6/15/20 11:26	4674939
jeanfletcher@live.com	Jean Fletcher	Omaha	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:05	4674787
spheniscus@aol.com	Einar Gall	San Diego, CA	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:33	4674775
snagit@hughes.net	Sherrie Davis	Georgetown	Support Downtown Santa Fe Vacation Rentals	6/15/20 17:14	4674759
dfyoun@frontier.com	Don Young	Sammamish, WA	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:02	4674675
lindsay.speyrer777@gmail.com	Lindsay Speyrer	Tomball, TX	Support Downtown Santa Fe Vacation Rentals	6/12/20 19:46	4674667
ray@thelupos.com	Raphael Lupo	McLean VA	Support Downtown Santa Fe Vacation Rentals	6/13/20 9:21	4674579
lindaugor@gmail.com	Linda Gray	Dallas	Support Downtown Santa Fe Vacation Rentals	6/12/20 17:26	4674507
tvsportsman@gmail.com	Mike Garner	Tulsa	Support Downtown Santa Fe Vacation Rentals	6/12/20 18:54	4674411
j.psychandrus@gmail.com	John Andrus	Oklahoma City	Support Downtown Santa Fe Vacation Rentals	6/12/20 20:19	4674399

tongmilma@yahoo.com	Tony	St Charles	Support Downtown Santa Fe Vacation Rentals		6/15/20 19:28	4674367
bheimann13@gmail.com	Brenda Heimann	Kerrville	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:37	4674335
emfort@gmail.com	Emily Fort	Reston	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:09	4674299
dwzuehlke@sbcglobal.net	Debby & Dennis Zuehlke	Lubbock	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:25	4674143
raquell.f7@icloud.com	Raquel Fernandez	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/14/20 18:17	4673955
adugas@lpc.com	Abbey Dugas	Frisco, TX	Support Downtown Santa Fe Vacation Rentals		6/12/20 19:30	4673935
rabaker1946@att.net	Robert Baker	Austin Tx	Support Downtown Santa Fe Vacation Rentals		6/13/20 7:55	4673575
jaym_scott@yahoo.com	Jay Scott	Santa Fe, NM	Support Downtown Santa Fe Vacation Rentals		6/14/20 17:50	4673467
bumpas@tarleton.edu	Jerilyn White Bumpas	Glen Rose	Support Downtown Santa Fe Vacation Rentals		6/15/20 8:48	4673415
michelleincolorado@gmail.com	Michelle Suckling	Colorado Sorings	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:18	4673175
simonhin@comcast.net	Roberta Hindert	Parker, CO	Support Downtown Santa Fe Vacation Rentals		6/13/20 10:14	4673163
johnyochem@aol.com	John Yochem	Goliad	Support Downtown Santa Fe Vacation Rentals		6/15/20 10:45	4673075
gregduncan1961@yahoo.com	Gregory Duncan	Greenville	Support Downtown Santa Fe Vacation Rentals		6/12/20 22:36	4672979
alantucker290@hotmail.com	Alan	Havana il	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:58	4672883
snussdesigns@yahoo.com	Steve Nuss	Prairie Village Ks	Support Downtown Santa Fe Vacation Rentals		6/15/20 20:33	4672619
bryant@bcoffmancpa.com	Bryant J. Coffman, CPA	Tulsa, OK	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:44	4672611
sigsaz@msn.com	Frank Sigmund	Scottsdale	Support Downtown Santa Fe Vacation Rentals		6/13/20 21:16	4672555
vlonghi@hotmail.com	Vince Longhi	Laguna Niguel, CA	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:30	4672539
hollycoats@kwcommercial.com	Holly Coats	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/13/20 8:05	4672499
travel@graham-graphics.com	Sarah Graham	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:44	4672495
mgsnelson@aol.com	Monalee Snelson	Midland	Support Downtown Santa Fe Vacation Rentals		6/14/20 6:56	4672351
dmansure@gmail.com	Santa Fe	NM	Support Downtown Santa Fe Vacation Rentals	73.98.15.131	6/12/20 15:50	17040271
marcbert@aol.com	Marc Bertram	Santa Fe	Support Downtown Santa Fe Vacation Rentals	50.201.167.243	6/12/20 17:37	5024463
aduettra@gmail.com	ANDREW	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/12/20 20:47	4679315
dmansure@adobestarproperties.com	Dave Mansure	Santa Fe	Support Downtown Santa Fe Vacation Rentals		6/12/20 18:12	4675423

Stanford University

PAULA M. L. MOYA
Danily C. and Laura Louise Bell
Professor in the Humanities
Department of English

June 18, 2020

Dear Mayor Alan Webber, Councilor Signe I. Lindell, Councilor Carol Romero- Wirth, Councilor Renee Villarreal, and other Members of the City Council, Planning Commission Chair Jack Hiatt, Planning Manager Noah Berke, Land Use Department Director Isaacson, Vice Manager Mark Hogan, Secretary Pilar Faulkner, Commissioner Jesse Lawrence, Commissioner Dominic Sategna, Assistant City Attorney Paez,

I am a law-abiding, tax-paying property owner of a single family residential home located at 625 Garcia St. in Santa Fe, New Mexico. Part of my family has been in New Mexico since time immemorial, another part arrived over 500 years ago with the Spanish colonizers. I grew up in Santa Fe—attending elementary school, junior high and high school there. University and work took me away from the city after my high school graduation, but I plan to retire in Santa Fe with my husband Ramon Saldivar when we finish our careers as professors at Stanford University.

To facilitate our return, we purchased an older but refurbished home in the Garcia-Alire complex just off Garcia Street. We purchased at that location to be close to my high school friend who owns a couple of homes in that complex. Like me, she plans to retire in Santa Fe, and is keeping both homes to facilitate her children's ability to live nearby.

To make our home purchase financially feasible, my husband and I rent it as a short-term rental when we are not occupying it ourselves. My parents both live in Albuquerque, and before the COVID shut-down, we visited the state of New Mexico and the cities of Albuquerque and Santa Fe as often as every couple of months. We meet and socialize with our permanent-resident neighbors and we purchase goods and services from local Santa Fe businesses. Our short-term rental guests are good visitors to Santa Fe and help support the local economy. We keep our home in top condition both for ourselves and for the people who come in to rent from us; the revenue from the rentals allow us to do this.

Some of the changes you are considering with the proposed revisions could seriously negatively impact our ability to retain ownership of our home and might damage the short-term rental business generally. We take exception, in particular, to the requirement that all short-term rentals are required to have a local operator/manager who resides within the city limits. My husband and I work closely with many local Santa Fe residents to manage the house, including a local housecleaner, a local gardener, several local handypersons, and a local attorney. We have complied with all licensing requirements and are careful to pay all relevant property and short-term rental taxes. We are meticulous about informing our guests

Department of English
450 Serra Mall, Building 460, Stanford, CA 94305-2087 650-723-0034 pmoya@stanford.edu

about Santa Fe ordinances, and we have had no complaints or problems. We are able to do this without any difficulties even though we live in the San Francisco Bay Area.

Other proposed changes are unnecessarily punitive and seem designed to hurt the short-term rental business generally—in particular the requirement that short-term rental permits will be limited to "one per natural person." For financial reasons, my husband and I have our home in an LLC. I truly do understand the desire to keep out operators who own many units. But 1 per natural person is excessively limiting and would unnecessarily punish my friend who owns just two homes.

Killing the short-term rental business would not be good for the City of Santa Fe and would be punitive to current and compliant short-term rental operators. Much more important would adequately enforcing the rules in the current ordinance. Short-term rentals are an important part of the tourist ecology of Santa Fe. Visitors enjoy being able to stay in a home and walk out to the plaza where they can shop and dine in local restaurants. I realize that these enjoyable activities are on hiatus right now, but they will eventually return. Making large-scale changes to the short-term rental ordinance during the COVID pandemic is a terrible idea.

We ask you to be thoughtful about any changes you make so that you do not adversely affect owners like us who have a long and deep commitment to the City of Santa Fe. We are not a large business operation whose interest is purely profit. Instead, we work actively to help develop the vibrant community and economy of our beautiful City.

Thank you very much for your consideration.

Sincerely,



Paula M. L. Moya

PAEZ, SALLY A.

From: BERKE, NOAH L.
Sent: Thursday, June 18, 2020 11:47 AM
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: FW: Short Term Rental

Noah Berke, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
Cell or Text: (505) 490-5930
Email: nlberke@santafenm.gov

Click here for Zoning Code Information

Click here for Property Information

https://www.alltogethersantafe.org/

From: John M Nye <johnmnye@yahoo.com.au>
Sent: Thursday, June 18, 2020 11:43 AM
To: BERKE, NOAH L. <nlberke@santafenm.gov>; Land Use Public Comment <landusepubliccomment@santafenm.gov>
Cc: CASSUTT-SANCHEZ, JAMIE A. <jcsanchez@santafenm.gov>; Alan Webber <alanwebber@me.com>; Elias Isaacson <esiasaacson@santafenm.gov>
Subject: Short Term Rental

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RE: 14-6.2 SFCC 1987 & 14-11.4

I realize this is late but am traveling and just received notification and if not acceptable will understand.

Comments & questions; 1) Are short term rentals considered a commercial business in a residential zone ?

2) Do they have a City Business License ?

3) Do they pay a lodgers tax ?

4) Do they pay GRT ?

5) Do they have a Federal Tax ID # ?

6) Limit one per family not per person.

7) Insurance - if claim I just take tort action against City ?

8) Costs of STR administration are a profit source or deficit ?

Thank you.

John M. Nye

P O Box 446
Tesuque, N M 87574

Cell (505) 699-3492
johnmnye@yahoo.com.au

July 17, 2020

Dear City of Santa Fe Planning Commissioners:

The Santa Fe Association of REALTORS® appreciates the City of Santa Fe Planning Commission's work to thoughtfully debate and improve the proposed Short Term Rental ordinance. The association is in alliance with many of the recommendations recorded by City Assistant Attorney, Sally A. Paez, at the commission's meeting in June. It is our understanding that the city is working on another iteration of the ordinance that will incorporate these recommendations. In light of this work, the association has taken a position on various changes in the proposal, most of which, align closely with the commission.

Please find attached a copy of the association's position on the Short Term Rental proposal. In reviewing the position, please note that commissioners did not make any recommendations regarding proposed changes to multi-family units in the proposal and; therefore, encourage commissioners to consider adopting the association's recommendation.

Additionally, the commission's discussion regarding the added 75-foot radius requirement for new permits was important and valuable as the association believes this further restriction on density is unworkable. For many homeowners, it would be difficult to make a such determination without significant support from the land use department. The association suggests the commission consider retaining the existing density requirement *"short-term rental permits will not be issued for more than two short-term rentals directly adjoining each other on a residentially zoned street. For the purposes of this subsection, "directly adjoining" means sharing a common boundary along a public street frontage, but does not include adjoining units in a condominium, townhouse development, in an apartment complex, or residential compound"*. Furthermore, a companion ordinance requiring new oversight by the city's land use director along with civil fees and penalties is advancing through city committees; and if adopted, will give significant discretion to the city's land use director to make such determinations along with a hearing appeal process to address any property owner's challenge to a decision.

The Santa Fe Association of REALTORS® appreciates efforts by city leaders to ensure this valuable, local green industry generating wealth for its citizens is supported and encouraged while significantly enhancing the city's tourism and coffers, through needed tax collections.

Sincerely yours,

Susan Orth
President 2020
510 N Guadalupe, Santa Fe, NM 87501

CC: Mayor Alan Webber, Councilor Signe Lindell, Councilor Renee Villarreal, Councilor Carol Romero-Wirth, Councilor Michael Garcia, Councilor Roman Abeyta, Councilor Chris Rivera, Councilor JoAnne Vigil Coppler, Councilor Jamie Cassutt-Sanchez, Eli Isaacson – City Land Use Director, and Sally A. Paez – City Assistant Attorney

Santa Fe Association of REALTORS®

July 2020

The Santa Fe Association of REALTORS® respectfully requests the following amendments to the City of Santa Fe's proposed Short Term Rental ordinance:

- Eliminate the real estate notice requirement Chapter 14-6.2A(6)(g)(m) or retain the existing Short Term Rental ordinance language which uses the correct real estate industry terminology; and
- Eliminate the 25% limit on multi-family units and/or retain the ability to acquire a permit for Short Term Rentals in multi-family units where HOA and/or Condominium rules permit such rentals.

In alliance with the City of Santa Fe's Planning Commission members, the association concurs with the following recommended changes:

- Retain the Business Commercial District (BCD) and Resort Community exemptions and registration as provided in existing law;
- Clarify that a permit must be held in the name of a natural person; however, the subject property can be owned by a legal or business entity (i.e., revocable trust, LLC, or a corporation);
- Expand the non-transferability of a permit by adding "A transfer that does not result in new ownership of the property such as a transfer to owner's revocable trust for estate planning purposes or a transfer to an LLC or other transfer where there is *no change in the ownership interest in the property*, is not considered a transfer for the purposes of this subparagraph."
- Clarify that the 7-day rental period restriction does not apply in non-residential districts or areas;
- Eliminate the new 75-foot radius density restriction from the property line as unworkable and consider retaining the existing density requirements to advance the proposal; and
- Ensure that the grandfather provision removes existing language that allows the land use director to revoke the permit upon expiration.

July 10, 2020

Honorable Mayor and Members of the City Council
Santa Fe City Hall
200 Lincoln Avenue
Santa Fe, New Mexico 87504

Dear Mayor Webber and Honorable Councilmembers,

On behalf of Airbnb, thank you for allowing us to provide feedback on the draft short-term rental (STR) ordinance. We appreciate your willingness to hear our perspective and inputs, and look forward to supporting the City of Santa Fe's efforts to regulate STRs.

Airbnb is proud to partner with local governments across the world in support of fair and reasonable short-term rental regulations. Founded in 2008, our people-to-people platform benefits the communities in which we operate -- from generating additional tax revenue for cities and supporting local businesses, to helping families gain supplemental income. Since August 2016, we have collected and remitted approximately $3.2M of Lodgers' taxes to Santa Fe on behalf of our host community. In the past 12 months, Airbnb hosts in Santa Fe earned approximately $20.6 million and welcomed 115,000 visitors to support the local economy.

Enacting balanced regulations that protect neighborhoods while preserving the key benefits that STRs provide to the community is crucial. That is why we are writing to express concerns about the City of Santa Fe's proposed STR ordinance and to suggest revisions that we believe would improve the City's ability to implement fair and reasonable regulations.

***

STR Restrictions in Commercially Zoned Areas

The draft ordinance would remove the current code's distinction between STR units on residentially zoned property (which are subject to the permit limits) and those on non-residentially zoned property (which must be registered but are not subject to the permit limits). The operation of STRs is a legitimate business activity in commercially zoned districts, and should not be subject to either the proposed citywide permit caps or the one permit per person limit. Moreover, it makes sense to encourage visitors to stay in a city's commercial district, and setting caps on the amount of visitors runs counter to that goal. We urge you to maintain the current distinction between zones, and focus regulations on addressing impacts of STRs to residential neighborhoods.

Citywide Permit Cap

We understand the city wishes to protect neighborhood character and affordable housing supply, but are concerned that a citywide cap on STR permits would not achieve these policy goals and may have unintended consequences. First, limiting the number of permits creates a dynamic where one person who may only rent out their home for a couple weeks during the summer gets a permit, while someone who rents a portion of their house more frequently and is more dependent on the income may be locked out. Second, STRs provide flexible supply that is essential for accommodating demand during the city's seasonal peak periods and special events. Third, capping permits would decrease the potential for revenues from the city's Lodgers tax, a funding source that is essential to the City's plan to monitor and enforce regulatory code compliance. Finally, as the city's Affordable Housing Director noted at the June 18th Planning Commission hearing, STRs do not directly impact the long-term housing availability in Santa Fe. Our data reinforces this analysis: an overwhelming majority, or 88%, of entire home listings in the city were rented for fewer than 180 days through our platform.

In addition to the 825 operators currently registered with the city, we know that there are many more in operation -- whether they are occasional, part-time or full-time short-term rentals. We ask that you give these operators an opportunity to come into compliance, and then set the permit cap accordingly at the number of all existing rentals. This would be consistent with the intent of the ordinance's grandfathering provision, make the supply more sustainable over time, and ensure the ability of Santa Fe residents to maintain an important economic lifeline.

Permit Requirements

The draft ordinance states that permits can only be issued to natural persons. We echo the many concerns voiced at the June 18th Planning Commission meeting, and ask that this language be clarified to ensure that property that is held by a legal or business entity (i.e., revocable trusts and LLCs) can be used as STRs, as long as the STR permit is held by a natural person.

In addition, the draft ordinance states that new permits shall not be issued for an STR unit within a 75-foot radius of any existing permitted STR unit in residential areas. Given the significant differences in form and density across Santa Fe neighborhoods, we are concerned that the proposed proximity limit would unfairly disadvantage residents of multifamily buildings in denser neighborhoods, limiting income generating opportunities to single family neighborhoods. We ask that the city conduct further economic and social impact analysis of the proposed regulations in order to ensure equal opportunities for its residents. If that is not possible, we ask that the city lift this restriction in commercially zoned districts.

Hosting Platform Responsibilities

The City's proposed regulatory scheme for hosting platforms raises serious legal concerns with respect to the federal Communications Decency Act (CDA) by requiring that a hosting platform "include a valid business license number in all listings or advertisements for a short-term rental unit." The CDA provides broad publisher immunity for online hosting platforms based on the activities of third parties on its platform and federal courts have routinely invalidated laws that directly regulate a website's protected publisher function by forcing it to "alter," "edit," or "withdraw" third-party content.

As a result, hosting platforms cannot be held responsible for including a valid business license in third party short-term rental listings but we can provide a field for STR operators to input their City-issued permit number in a format designated by the City prior to publication of their short-term rental listing advertisement and deactivate noncompliant listings for short-term rental use upon City notice.

Data Sharing Requirements

We are also concerned that the draft ordinance's hosting platform data sharing provisions conflict with federal laws, impose significant administrative burdens, and require disclosure of information already subject to our Voluntary Collection Agreement with the City.

Federal courts have consistently opposed data sharing provisions that compromise business records and personal information by disregarding appropriate legal processes. In 2019, two different federal courts stopped enforcement of home sharing laws in Boston and New York City, with similar data sharing provisions to Santa Fe, finding that the Fourth Amendment of the U.S. Constitution, which protects against unreasonable searches and seizures by government officials, shields online platforms from disclosing business records, which includes listing specific transactional information, without a legal process. The Stored Communications Act, 18 U.S.C. §§ 2702, 2703, in addition, requires governments to follow a specified legal process, like a subpoena or court order, before requesting the disclosure of personal information from internet providers.

To resolve these concerns, Airbnb is open to providing anonymized and aggregated listing data in the form of total guest arrivals, average trip length, average nightly price and typical host income to help facilitate Santa Fe's understanding of Airbnb activity within its jurisdiction in a manner that is consistent with applicable privacy and data sharing laws. We propose that this data be provided on a quarterly basis in order to reduce the administrative burden on our platform. Finally, our Voluntary Collection Agreement with the City of Santa Fe, signed 2016, also includes audit provisions for handling any tax-related concerns.

***

Thank you for the opportunity to submit comments on the proposed STR ordinance. We look forward to continuing to work with the City of Santa Fe to foster economic opportunity for your residents through healthy and sustainable tourism.

Sincerely,



Matt Middlebrook
Head of Policy, US West

Cc: Sally Paez, Assistant City Attorney
Eli Isaacson, Land Use Director

888 Brannan Street
San Francisco, California 94103

GURULE, GERALDINE A.

Subject: FW: Short Term Rental Ordinance Amendments
Attachments: Proposed Amendment A-6_16_2020.pdf

From: Paul Plunket <pwplunket@gmail.com>
Sent: Monday, June 15, 2020 2:09 PM
To: esiasaacson@santafenm.gov; PAEZ, SALLY A. <sapaez@santafenm.gov>
Subject: Short Term Rental Ordinance Amendments

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon.

My wife and I have owned a second home in Santa Fe since 2008. On advice of our estate planners and tax preparers, we own a New Mexico LLC that has title to the property. We live there 60 to 90 days a year and rent it 60 to 90 days a year. We have always had a short-term rental permit and believe that we have complied with the spirit and letter of the short-term rental ordinance. We have paid all necessary fees and taxes.

I have reviewed the draft ordinance to be considered at the planning session tomorrow.

I am attaching to this email a couple of proposed amendments along with a brief explanation of the reasons for the amendments. We have some other concerns about the ordinance but want to see what the public meeting shows.

I hope I will be able to participate in the zoom portion of the meeting tomorrow.

We value our time in Santa Fe and want to make sure that the ordinance helps and does no harm to the City.

Warm regards,

Paul Plunket
214.796.1733

Proposed Amendment A—6_16_2020

Page 2--Amend the last sentence of (5)(b)(iii) to read as follows:

The land use director shall issue ~~permits to natural persons only, and each natural person may possess a maximum of one (1) permit~~ a maximum of two (2) permits per owner. An owner shall provide the land use director with a sworn affidavit that such person or entity holds or will hold a maximum of two (2) permits. The sworn affidavit shall be executed by an authorized representative of such legal entity.

So that it reads as follows:

The land use director shall issue a maximum of two (2) permits per owner. An owner shall provide the land use director with a sworn affidavit that such person or entity will hold a maximum of two (2) permits. The sworn affidavit shall be executed by an authorized representative of such legal entity.

Page 9—Amend Section 2 at 14-12.1 by adding a definition of owner, as follows:

OWNER
Either (A) a natural person, or (B) a legal entity, such as a partnership, corporation, or limited liability corporation, who owns a short-term rental unit or units.

Explanation of the Amendments.

These amendments do a couple of things.

First, they strike a balance between limiting permit holders to only one property and the concerns about speculators with multiple short term-rental units as expressed in (A)(5)(a)(ii) of the proposed Ordinance. In addition, the amendments would permit a property owner to add an accessory dwelling unit and be able to lawfully rent both units. Finally, it is likely currently that very few owners of short-term rental units own more than two properties, so this limits the adverse effects on most current owners, while generally protecting the other residents in the neighborhoods.

Second, the definition recognizes that property owners may want to structure their ownership to accommodate estate planning and tax planning requirements rather than owning the property directly. At the same time, if the land use director determines that the sworn affidavit is incorrect, the director can take that into account in connection with continuation of the short-term rental permit.

PAEZ, SALLY A.

From: GURULE, GERALDINE A.
Sent: Thursday, June 18, 2020 9:17 AM
To: ISAACSON, ELIAS S.; PAEZ, SALLY A.
Subject: Fw: Comment on Short Term Rental Ordinance Proposed Changes

Should I include this one in my email to the Commissioners as well?

From: Denise Ramonas <deniseramonas@comcast.net>
Sent: Thursday, June 18, 2020 7:11 AM
To: GURULE, GERALDINE A. <gagurule@santafenm.gov>
Subject: Comment on Short Term Rental Ordinance Proposed Changes

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am President of the Griffin Park Condominium Association and short-term rentals have changed our little 27 unit compound community and the change has not been for the better.
>
>
> Since 2018, we have written the City's short-term rental office asking the city not to issue short-term rental licenses for Griffin Park units. We have had numerous meetings with the staff. We do not have the parking as required by the existing ordinance.
>
> In addition, our Declaration of Condominium prohibits short-term rentals. We would like to recommend that the new ordinance provide that no licenses will be issued or renewed in any condominium compound where the governing documents prohibit short-term rentals, hotel or transient uses.
>
> Your proposed changes are a step in the right direction.
>
> Thank you for your service to our city and your work on this issue.

Regards,
Denise Greenlaw Ramonas, President
Griffin Park Condominium Association

Sent from my iPad

GURULE, GERALDINE A.

Subject: FW: Proposed New Short Term Rental Guidelines

From: Karen Kolbert <Kkolbert5@hotmail.com>
Sent: Tuesday, June 16, 2020 12:42 PM
To: LINDELL, SIGNE I. <silindell@santafenm.gov>
Subject: Proposed New Short Term Rental Guidelines

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Signe

I am an owner of a property that is zoned BCD downtown opposite the new Santa Fe County Administrative Complex, i.e. Griffin Street. On my street there are only myself and another person who rents her home; otherwise all other downtown properties on Griffin and Staab are businesses. On Staab there are rental properties but it is not a residential area per se like South Capitol.
I am also a realtor and find that including changes to the short term rental Downtown quite absurd and economically unsound for the city.
Thank you so much for your time.

Sincerely,
Karen Kolbert Richelli

Karen Kolbert
KKolbert Jewelry Designs.com

Karen Richelli-Kolbert
Qualifying Broker,
Santa Fe Seaside Realty
505-577-8392

June 15, 2020

To Those Concerned with the Proposed Amendment to the Short-Term Rental Ordinance:

I have read the proposed new Short-Term Rental Ordinance and am submitting detailed and much-considered suggestions. I appreciate your time reading input from a knowledgable, professional citizen well-versed and actively involved in the initial drafting of the City of Santa Fe's Short-Term Rental Ordinance(s) and the vacation rental business for more than a decade.

As the proposed STRO draft reads, there is a critical lack of distinction between regulations appropriate to a short-term rental business in a Residentially zoned area and a rental business in a Commercially-zoned district.

"Non-Residential" *is* and is best identified in the Ordinance as "Commercial" to be clear. City of Santa Fe Zoning of Permitted Uses (published Table 14-6.1 - attached) clearly distinguishes that Commercial zoning (such as C1, C2, C4 and BCD) PERMITS (allows) short-term rental usage.. That has been the guidance historically and was built into the initial and less-so into the currently operative STRO.

While changes are being proposed to improve regulations for Residentially-zoned short-term, please maintain and address more specifically and appropriately the current distinction separating regulations governing Residential and Commercial short-term rentals.

For RESIDENTIAL short-term rentals:

These rentals impact neighbors/neighborhoods and the quality/lifestyle/values of Residential areas. The new STRO reflects that understanding. Points:

- In strictly Residential zoning, what number of properties (ratio to non-short-term rental usage) is desirable?
- Is the fulfillment of 1,000 Permits workable for the goals (including effective oversight by the City), or is that too many (or too few) when spread out within the City Limits by the density required by the Ordinance?
- Also, since for legal purposes some properties are deeded to a Trust or Partnership or choose the protection of an LLC, a requirement could be made and satisfied with one individual Owner identified as the contact person and name in which the Permit is held.
- An Owner or reliable local contact or manager must be available 24-7 since this is a 24-7 business. Notification at the time of permit/renewal (if changed) to neighbors would provide that contact information.
- Application paperwork/online forms for Residential Short-Term Rentals should reflect the special requirements that pertain to Residential.

For COMMERCIAL short-term rentals:

Short-term rentals in business districts (C1,C2,C4,BCD, etc.) should enjoy the same privileges that other businesses and lodging accommodations purchased/operated/sold in this zoning receive, contributing to their success, in the following ways:

- Numbers of Commercial STR Permits issued should not be included in any total cap (only Residential Permits are counted) as limits are not placed on other businesses in business districts, generating healthy competition and offering a generous variety to consumers. (What would be the reason to limit a business in a business district that contributes numerous benefits to the Santa Fe economy in a basically "green" way?)
- A Commercial property Owner could own more than one property used as a vacation rental business. Density is determined by bedroom/off-street parking space availability, not by number of adjacent buildings - that should not apply to commercial property where the overriding concept is to promote free commerce.
- Commercial short-term rentals may operate without regard to number of stays/per time period the same as for other lodging in business districts (B&Bs, Inns, Hotels, Motels, Boarding facilities, etc.). As with any business, documentation can be made available to governing bodies when needed, but monthly reports other than for Lodger's and Gross Receipts Tax purposes would not apply.
- While Permits are non-transferable, new Owners of Commercial property used (or not previously used) as short-term rentals are guaranteed to be able to register in compliance with application requirements as regulated in the current STRO and allowable by zoning. Again, the same rules as any established business that is sold or purchased by zoning for optional commercial usage.
- Application paperwork/online forms for Commercial Short-Term Rentals should reflect the special requirements that pertain to Commercial.
- The name of one person from an Ownership entity, partnership, LLC, will be provided on the application as the Owner/Contact for the Commercial Short-Term Rental Permit (Registration and Permit).

(continued ... p2/3)

Some Important BENEFITS of short-term rentals:

- Commercially-zoned (as well as complying Residential) properties operating as vacation rentals generate a significant and presently much-needed contribution to the tax base through Lodger's and Gross Receipts taxes to the City and State.
- Variety of lodging options attracts a variety of clientele - not everyone wants to stay in a hotel or B&B or vacation rental. Each provides something special and enriches ways people can visit and experience Santa Fe and enjoy themselves. As a result, some then choose to relocate here and become valuable members of the community.
- Santa Fe is a city of hospitality, tourism is our life-blood to appreciate our many cultural offerings, contributing to and cultivating the local economy by bringing in tourist dollars that support restaurants, retail, State Parks, cultural events, and so on - all of which our community depends upon to grow and thrive.

Now is an ideal time to set a standard that is fair and create a sustainable, sound, manageable Short-Term Rental Ordinance that works for everyone - the City, State, locals and investors alike - in Santa Fe. A Short-Term Rental Ordinance that serves us long-term!

We need to think carefully about moderations to short-term rental policies in residential neighborhoods that are enforceable and protect quality-of-life for Santa Feans, while continuing to facilitate the availability of short-term rentals in the Commercial districts for those visitors who seek home-like accommodations for their stay in the midst of our dynamic city.

Thank you for the opportunity to participate in the conversation. I am available by phone for more dialogue anytime at your convenience, and anticipate a public community forum will provide valuable constructive input in creating, when timely and approved, the next version of the Short-Term Rental Ordinance.

Victoria Rogers, MA, retired RN, LMT and NM Real Estate Broker
Owner/Manager - Casita Ristra Vacation Rental, Santa Fe, NM
505.989.1088 cell/text

Table 14-6.1-1

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
RESIDENTIAL																						
Group Living																						
Continuing care community	S	S	S	S	S	S		S		P	S	P	P	P			S				P	(A)(1)
Group Residential Care Facility	S	S	S	S	S	S		S		P	S	P	P	P			S				P	
Group Residential Care Facility, Limited	P	P	P	P	P	P		P		P	S	P	P	P			S				P	
Group Residential Care Facility, Correctional			S		S	S		S		P*	P*	P*	P*	S			S				S	
Boarding, dormitory, monastery	S	S	S	S	S	P		P		P	S	P	S	P			S				S	
Household Living																						
Dwelling, multiple-family	P[1]	P	P		P	P	P	P		P	P[6]	P	P	P				P[6]	P[6]	P[6]	P	(A)(5), (A)(6)
Dwelling, single-family	P	P	P	P	P	P	P	P		P	P[6]	P	P	P							P	(A)(5)
Manufactured homes	P	P	P	P	P	P	P	P		P	P[6]	P	P	P							P	(A)(4)
Mobile home, permanent installation	S	S	S	S	S	S		S		S		S	S									(A)(2)
Mobile home park							P[9]															(A)(3); See 14-6.4(B)

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Short Term Rental Unit	Prohibited except as set forth in Section 14-6.2(A)(5)(a)									P	P	P	P	P						P	P	(A)(5), (A)(6)
PUBLIC, INSTITUTIONAL AND CIVIC (Ord. No. 2014-31 § 11)																						
Emergency Services																						
Police and fire stations	S	S	S	S	S	S	S	S		P	P	P	P	P	P	P	P	P	P	P	P	
Police substations (6 or fewer staff)	P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	P	P	P	P	P	
Preschool, Daycare for Infants or Children																						
Small (6 or fewer)	P	P	P	P	P	P	P	P		P	P	P	P	P	P		P	P	P	P	P	
Large (More than 6)	S	S	S	S	S	S	S	S		P	P	P	P	P	S		P	P	P	P	S	
Electrical Facilities (See 14-6.2(F) for Planning Commission Review Requirements)																						
Distribution facilities	P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	P	P	P	P	P	(F), (G)
Substation	P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	P	P	P	P	P	(F)
Switching station	P	P								P	P	P		P	P	P	P	P	P	P	P	(F)
Transmission lines	P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	P	P	P	P	P	(F)
Educational																						
Elementary and secondary schools, public and private	S	S	S		S	S		S		P*	P*	P*	S	P*	S		P*	S	S	S	P*	
Colleges and universities, residential	S	S	S		S	S		S		S	S	S	S	P			S				S	(B)(2)
Colleges and universities, nonresidential										P	P	P	P	P	P		P	P	P	P	P	
Museums		S	S		S	S		P[10]		P	P	P		P	P		P	P	P	P	P	
Vocational or trade schools, nonindustrial								P[10]		P	P	P		P	P		P	P	P	P	P	
Vocational or trade schools, light industrial														P*	P	P	P*					

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Community Centers and Institutions																						
Neighborhood and community centers,	S	S	S		S	S		S		P	P	P	P	P			P	P	P	P	P	

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
including youth and senior centers																						
Religious, educational and charitable institutions (does not include schools or assembly uses)						S		S	S	P*	P*	P*	P*	P*	P*		P*	P*	P*	P*	P*	
Hospitals and Extended Care Facilities																						
Extended care, convalescent, nursing, recovery care facilities	S	S	S	S	S	S		S		P	P	P	P	P			P				P	
Hospitals										S	S		P/S[6]	P			P					(B)(3)
Hospital heliport													P									(B)(3)(b)
Human Services																						
Adult day care	S	S	S	S	S	S		S		P	P	P	P	P			P	P	P	P	P	
Foster homes licensed by the appropriate state agencies	P	P	P			P		P		P		P	P	P							P	
Human service establishments											P*			P*	P*			P*	P*	P*	P*	(B)(4)
Sheltered care facilities	S	S	S		S	S		S		S	S	S	S	P							S	(B)(5)

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Parks and Open Space																						
Cemeteries, mausoleums and columbariums	S	S	S							S	S		S	P								(B)(1)
Public parks, playgrounds, playfields	P	P	P		P	P		P		P	P	P	P	P	P	P	P	P	P	P	P	
Religious Assembly																						
All	S	S	S		S	S		S		P	P	P	P	P	P		P	P	P	P	P	
Utilities																						
All (includes natural gas regulator station, telephone exchange, water or sewage pumping station or water storage facility)	S	S	S		S	S		S		S	P	S	S	P	P	P					S	(B)(6)
COMMERCIAL (Ord. No. 2014-31 § 11)																						
Animal Sales and Service																						
Veterinary establishments, pet grooming	S									P*	P*	P*		P	P	P	P*		P*	P*	P*[2]	
Kennel	S									P*	P*	P*		P	P	P	P*					
Arts Activities																						
Arts and crafts studios, galleries and shops; gift shops for the sale of arts and crafts								P[10]	P	P	P	P		P	P			P	P	P	P[2]	

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Arts and crafts schools								P[10]	P	P	P	P		P	P		P	P	P	P	P[2]	
Dance studios								P[10]	P	P	P			P	P		P	P	P	P	P[2]	
Photographers' studios								P[10]	P	P	P			P	P		P	P	P	P	P[2]	
Assembly																						
Private clubs and lodges	S	S	S		S	S		S	S	P*	P*	P*	P*	P*	P*		P*	P*	P*	P*	P*[2]	
Financial Services																						
Banks, credit unions (without drive-through)										P	P			P	P		P	P	P	P	P[2]	
Banks, credit unions (with drive-through)										P*	P*			P	P*		P*	P*	P*	P*	P[2]	

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Food and Beverages																						
Bar, cocktail lounge, nightclub, no outdoor entertainment								S[3,10]	S[3]		P*			P	P	P		P*	P*	P*	P[2]	
Bar, cocktail lounge, nightclub, with outdoor entertainment								S[3,10]	S[3]		P*			P*	P*	P*		P*	P*	P*	P*[2]	
Restaurant - full service, with or without incidental alcohol service								S[3,10]	S[3]		P			P	P	P	S	P	P	P	P	
Restaurant with bar, cocktail lounge or nightclub comprising more than 25% of total serving area.								S[3,10]	S*[3]		P*			P*	P	P		P*	P*	P*	P*[2]	
Restaurant - Fast service/take-out, no drive-through/drive-up								S[3,10]		P[4]	P	P[4]		P	P	P	S	P	P	P	P	
Restaurant - with drive-through/drive-up											P*			P*	P*	P*	S	P*	P*	P*	P*[2]	
Medical																						
Apothecary shops or pharmacies										P	P		P	P	P			P	P	P	P[2]	
Medical and dental offices or clinics								S[10]	S	P	P	P	P	P	P		P	P	P	P	P[2]	
Offices, Business and Professional																						
Business and professional offices excluding medical and dental and financial services								S[10]	S	P	P	P	P	P	P	P	P	P	P	P	P[2]	
Public Accommodation																						
Bed and breakfast houses and inns											P			P	P		P			P		
Conference and extended stay lodging facilities											P			P	P		P					
Hotels, motels, residential suite hotels											P			P	P					P		
Vacation time share projects											P			P	P							(C)(7)
Public Transportation																						
Transit transfer facilities											S		S	P	P	P	S	S	P	P	S	
Recreation and Entertainment																						
Commercial recreational uses and structures; theaters, bowling alleys, pool-rooms, driving ranges, etc.											P			P	P	P		P	P	P	S[2]	
Exercise, spas or gym facilities											P			P	P	P		P	P	P	P[2]	
Nonprofit theaters for production of live shows								P*[10]	S		P			P	P	P	P	P	P	P	P[2]	
Retail Sales and Services																						
Antique stores								P[10]	P		P			P	P			P	P	P	P[2]	
Art supply stores								P[10]	P		P			P	P			P	P	P	P[2]	
Bookshops								P[10]	P		P			P	P			P	P	P	P[2]	
Cabinet shops, custom								P[10]	P		P	P		P	P	P	P					
Department and discount stores											P			P	P				P	P	P[2]	
Flea markets											P			P	P							(C)(3)

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Florist shops								P[10]	P		P		P	P	P			P	P	P	P[2]	
Funeral homes or mortuaries										P	P			P	P							
Furniture stores											P			P	P	P			P	P	P[2]	
Neighborhood grocery stores and laundromats	S	S	S		S	S		S		S	P	S	S								P[2]	(C)(4)
Office equipment sales and service; retail sale of office supplies											P			P	P	P			P	P	P[2]	
Retail establishments not listed elsewhere											P			P	P	P		P	P	P	P[2]	
Retail and service uses that are intended to serve the primary uses and that do not exceed 5,000 square feet														P	P	P	P				P[2]	

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Retail sales accessory to any permitted use, provided that such commercial uses shall not occupy more than ten percent of the total floor area of all buildings occupied by the principal use																	A				S[2]	
Sign shops											P	P		P	P	P					P[2]	
Service Establishments																						
Barber shops and beauty salons										P	P	P		P	P			P	P	P	P[2]	
Personal care facilities for the elderly						S		S		P	P	P	P	P	P		P	P	P	P	P[2]	(C)(7)
Personal service establishments including cleaning and laundry, appliance repair and similar services											P			P	P			P	P		P[2]	
Tailoring and dressmaking shops								P	P	P	P	P		P	P		P	P	P	P	P[2]	
Sexually Oriented Businesses																						
All															P	P						(C)(1)

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7 -I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Storage																						
Individual storage areas within a completely enclosed building											S			P	P	P	P	P	P	P		(D)(2)
Mini-storage units											S			P	P	P		P	P	P		(D)(3)
Telecommunication																						
Telecommunications Facilities	Permitted as set forth in Section 14-6.2(E) (for facilities in public rights of way see Article 27-2 SFCC 1987)																					
Vehicles and equipment																						
Commercial parking lots and garages											P		P	P	P	P	A	P	P	P		See 14-8.6(B)(6)

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7 -I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I -1	I -2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Service and repair establishments including filling stations and repair garages											P			P	P	P			S	S		
Tire recapping and retreading											P			P	P	P						

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7 -I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I -1	I -2	BIP	SC-1	SC-2	SC-3
Industrial																				
Automobile salvage and wrecking yards, junkyards or yards used in whole or in part for scrap or salvage operations or for processing, storage, display or sales of any scrap, salvage or secondhand building materials, junk automobiles or second hand automobile parts																P				
Research, experimental and testing laboratories											P			P	P	P	P			
Manufacturing and Production																				
Light assembly and manufacturing											P			P	P	P	P			

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7 -I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I -1	I -2	BIP	SC-1	SC-2	SC-3	MI **
Outdoor Storage																					
Outdoor storage lots and yards, except wrecking yards, junkyards or yards used in whole or in part for scrap or salvage operations or for processing, storage, display, or sales of any scrap, salvage or second-hand building materials, junk automobiles or second-hand automobile parts															P	P	A				
Warehouse and Freight Movement																					
Wholesaling and distribution operations - 3,000 square feet or less of storage											P			P	P	P					
Wholesaling and distribution operations - over 3,000 square feet of storage															P	P					

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7 - I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I -1	I -2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
AGRICULTURAL USES (Ord. No. 2016-41 § 3)																						
Animal production																						(H)
Commercial stable	S																					(H)
Urban Farm Ground Level, less than 10,000 sq ft.	A	A	A	A	A	A				P	P	P			P	P		P	P	P		(I)
Urban Farm Ground Level, 10,000 sq ft. - 1 acre	S	S	S	S	S	S				P	P	P			P	P		P	P	P		(I)

Urban Farm Ground Level, greater than 1 acre	S	S	S	S	S	S				S	S	S			P	P		S	S	S		(I)
Urban Farm Roof Level, Open Air, 1000 sq ft. or less	S	S	S	S	S	S				S	S	S			S	S		S	S	S		(I)
Urban Farm Roof Level, Open Air, greater than 1000 sq ft., less than 5000 sq ft.										S	S	S			S	S		S	S	S		(I)
Aquaculture, less than 750 sq ft.										S	S	S			S	S		S	S	S		(I)
Aquaponics, less than 750 sq ft.										S	S	S			S	S		S	S	S		(I)
Aquaponics, greater than 750 sq. ft										S	S	S			S	S		S	S	S		(I)
Hydroponics, any size										S	S	S			S	S		S	S	S		(I)
Composting															S	S						

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
ACCESSORY USES																						
Accessory structures of a permanent, temporary or portable nature such as coverings not constructed of solid building materials, including inflatable covers over swimming pools and tennis courts and such other accessory structures which exceed 30 inches in height from the average ground elevation.	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
Children's play areas and play equipment	A	A	A	A	A	A	A	A		A	A	A	A	A	A	A	A	A	A	A	A	
Accessory dwelling units	A	A	A	A	A	A	A	A		A	A	A	A	A	A	A	A				A	14-6.3 (C)(1)
Greenhouses, noncommercial	A	A	A	A	A	A	A	A		A	A	A	A	A	A	A	A				A	
Home occupations	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	14-6.3 (C)(2)
Hospital heliport													A8									

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-I	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
Other uses and structures customarily accessory and clearly incidental and subordinate to permitted permissible uses and structures	A	A	A	A	A	A	A	A		A	A	A	A	A	A	A	A				A	
Private barbecue pits, private swimming pools	A	A	A	A	A	A	A	A		A	A	A	A	A	A		A				A	
Private daycare for infants and children	A	A	A	A	A	A	A	A		A	A	A	A	A	A		A	A	A	A	A	
Private garages	A	A	A	A	A	A	A	A		A	A	A	A	A	A	A	A	A	A	A	A	
Residential use ancillary to an approved use		A	A	A	A	A	A	A		A	A	A	A	A	A		A	A	A	A	A	14-6.3(B)(5), (B)(6) and (B)(7)
Utility sheds, located within the rear yard only	A	A	A	A	A	A		A		A		A	A								A	

CATEGORY Specific Use	RR	R-1 – R-6	R-7 – R-9	R-7-1	RC-5, RC-8	R-10 - R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2	BIP	SC-1	SC-2	SC-3	MU ***	Use-Specific Regs 14-6.2
* Special use permit required if located within 200 feet of *residentially-zoned property* unless a *qualifying project* located within the Midtown LINC Overlay District; otherwise permitted. (Ord. No. 2013-16 § 29; Ord. No. 2016-39 § 3)																						
**Uses listed are in addition to those permitted in the underlying district. No more than 3,000 square feet of *gross floor area* may be devoted to *nonresidential* uses.																						
***See Section 14-7.3(B)(1) for additional MU district regulations including minimum percentage of residential use. (Ord. No. 2013-16 § 22)																						
1. In the RR district, multiple-*family* dwellings are limited to four per *lot*.																						
2. Hours of operation limited to 7 a.m. to 10 p.m.																						
3. Amplified live entertainment or amplified music for dancing prohibited after 10 p.m.																						
4. Not to exceed 1,000 square feet *gross floor area*, sales of alcohol prohibited.																						
5. Hospital is a permitted use in the Las Soleras Hospital District; requires special use *permit* in the Christus St. Vincent Hospital District.																						
6. See Section 14-6.2(A)(7) for additional regulations for *principal dwelling units* in the C-2, BIP and SC districts.																						
7. See Section 14-6.3 for additional *accessory* use regulations; see Section 14-6.4 (Temporary Uses or Structures).																						
8. In the Las Soleras Hospital District a heliport serving a hospital is a permitted use.																						
9. See Section 14-7.2(I) for standards for pre-existing mobile home parks and Section 14-6.2(A)(3)(a) for prohibition of new mobile home parks in MHP districts.																						
10. See Section 14-7.2(H) 3,000 square foot limit applies to specified uses in RAC district. (Ord. No. 2014-31 § 11)																						

GURULE, GERALDINE A.

From: ISAACSON, ELIAS S.
Sent: Tuesday, June 16, 2020 8:23 AM
To: GURULE, GERALDINE A.
Subject: FW: Proposed Amendment to Short-Term Rental Ordinance
Attachments: Table 14-6.1-1 Zoning Permitted Uses Santa Fe NM.htm

From: LINDELL, SIGNE I. <silindell@santafenm.gov>
Sent: Tuesday, June 16, 2020 7:38 AM
To: ISAACSON, ELIAS S. <esisaacson@santafenm.gov>; PAEZ, SALLY A. <sapaez@santafenm.gov>; ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>; VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov>
Subject: Fwd: Proposed Amendment to Short-Term Rental Ordinance

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From: Victoria Rogers <victoria.rogers8@comcast.net>
Sent: Tuesday, June 16, 2020 7:22:10 AM
To: LINDELL, SIGNE I. <silindell@santafenm.gov>
Subject: Proposed Amendment to Short-Term Rental Ordinance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Signe,

You and I have communicated in the past on this subject. I have read the proposed new Short-Term Rental Ordinance and am submitting detailed and much-considered suggestions. I appreciate your time reading input from a knowledgable, professional citizen well-versed and actively involved in the initial drafting of the City of Santa Fe's Short-Term Rental Ordinance(s) and the vacation rental business for more than a decade.

As the proposed STRO draft reads, there is a critical lack of distinction between regulations appropriate to a short-term rental business in a Residentially zoned area and a rental business in a Commercially-zoned district.

"Non-Residential" *is* and is best identified in the Ordinance as "Commercial" to be clear. City of Santa Fe Zoning of Permitted Uses (published Table 14-6.1 - attached) clearly distinguishes that Commercial zoning (such as C1, C2, C4 and BCD) PERMITS (allows) short-term rental usage.. That has been the guidance historically and was built into the initial and less-so into the currently operative STRO.

While changes are being proposed to improve regulations for Residentially-zoned short-term rentals, please maintain and address more specifically and appropriately the current distinction separating regulations governing Residential and Commercial short-term rentals.

For RESIDENTIAL short-term rentals:

These rentals impact neighbors/neighborhoods and the quality/lifestyle/values of Residential areas. The new STRO reflects that understanding. Points:

- In strictly Residential zoning, what number of properties (ratio to non-short-term rental usage) is desirable?
- Is the fulfillment of 1,000 Permits workable for the goals (including effective oversight by the City), or is that too many (or too few) when spread out within the City Limits by the density required by the Ordinance?
- Also, since for legal purposes some properties are deeded to a Trust or Partnership or choose the protection of an LLC, a requirement could be made and satisfied with one individual Owner identified as the contact person and name in which the Permit is held.
- An Owner or reliable local contact or manager must be available 24-7.
- Application paperwork/online forms for Residential Short-Term Rentals should reflect the special requirements that pertain to Residential.

For COMMERCIAL short-term rentals:

Short-term rentals in business districts (C1,C2,C4,BCD, etc.) should enjoy the same privileges that other businesses and lodging accommodation purchased/operated/sold in this zoning receive, contributing to their success, in the following ways:

- Numbers of Commercial STR Permits issued should not be included in any total cap (only Residential Permits are counted) as limits are not placed on other businesses in business districts, generating healthy competition and offering a generous variety to consumers. (What would be the reason to limit a business in a business district that contributes numerous benefits to the Santa Fe economy in a basically "green" way?)
- A Commercial property Owner could own more than one property used as a vacation rental business. Density is determined by bedroom/off-street parking space availability, not by number of adjacent buildings - that should not apply to commercial property where the overriding concept is to promote free commerce.
- Commercial short-term rentals may operate without regard to number of stays/per time period the same as for other lodging in business districts (B&Bs, Inns, Hotels, Motels, Boarding facilities, etc.). As with any business, documentation can be made available to governing bodies when needed, but monthly reports other than for Lodger's and Gross Receipts Tax purposes would not apply.
- While Permits are non-transferable, new Owners of Commercial property used (or not previously used) as short-term rentals are guaranteed to be able to register in compliance with application requirements as regulated in the current STRO and allowable by zoning. Again, the same rules as any established business that is sold or purchased by zoning for optional commercial usage.
- Application paperwork/online forms for Commercial Short-Term Rentals should reflect the special requirements that pertain to Commercial.
- An Owner or reliable local contact or manager must be available 24-7, since this is a 24-7 business. Notification at the time of permit/renewal (if changed) to neighbors would provide that contact information.
- The name of one person from an Ownership entity, partnership, LLC, will be provided on the application as the Owner/Contact for the Commercial Short-Term Rental Permit (Registration and Permit).

Some Important BENEFITS of short-term rentals:

- Commercially-zoned (as well as complying Residential) properties operating as vacation rentals generate a significant and presently much-needed contribution to the tax base through Lodger's and Gross Receipts taxes to the City and State.
- Variety of lodging options attracts a variety of clientele - not everyone wants to stay in a hotel or B&B or vacation rental. Each provides something special and enriches ways people can visit and experience Santa Fe and enjoy themselves. As a result, some then choose to relocate here and become valuable members of the community.
- Santa Fe is a city of hospitality, tourism is our life-blood to appreciate our many cultural offerings, contributing to and cultivating the local economy by bringing in tourist dollars that support restaurants, retail, State Parks, cultural events, and so on - all of which our community depends upon to grow and thrive.

Now is an ideal time to set a standard that is fair and create a sustainable, sound, manageable Short-Term Rental Ordinance that works for everyone - the City, State, locals and investors alike - in Santa Fe. A Short-Term Rental Ordinance that serves us long-term!

We need to think carefully about moderations to short-term rental policies in residential neighborhoods that are enforceable and protect quality-of-life for Santa Feans, while continuing to facilitate the availability of short-term rentals in the Commercial districts for those visitors who seek home-like accommodations for their stay in the midst of our dynamic city.

Thank you for the opportunity to participate in the conversation. I am available by phone for more dialogue anytime at your convenience, and anticipate a public community forum will provide valuable constructive input in creating, when timely and approved, the next version of the Short-Term Rental Ordinance.

Victoria Rogers, MA, retired RN, LMT and NM Real Estate Broker

Owner/Manager - Casita Ristra Vacation Rental, Santa Fe, NM

505.989.1088 cell/text

A printable Word document copy of this emailed letter is attached.

PAEZ, SALLY A.

From: BERKE, NOAH L.
Sent: Wednesday, August 19, 2020 12:20 PM
To: PAEZ, SALLY A.
Subject: Fwd: Important Detail for New STR Ordinance - Local Laws
Attachments: Vrbo Local Laws 1.jpg; Vrbo Local Laws 2.jpg

Thanks!

Noah Berke
Planner Manager
Land Use Department
(505) 955-6647
(505) 490-5930

From: Victoria Rogers <victoria.rogers8@comcast.net>
Sent: Wednesday, August 19, 2020 11:02:37 AM
To: Mayors Office <mayor@santafenm.gov>; BERKE, NOAH L. <nlberke@santafenm.gov>
Subject: Important Detail for New STR Ordinance - Local Laws

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Webber,

As we refine the STR Ordinance and the City of Santa Fe works closely with such marketing engines as Vrbo, I wanted to call your attention to an important detail.

All are aware that a distinction in Ordinance requirements between Residential and Commercial zoned STRs should be addressed effectively, however, another detail exists that is critical for successful translation of new laws into the marketing arena.

Please create a separate numbering or lettering system that will indicate whether a registered STR property is licensed as Residential or Commercial. (Example: R367890 vs C367890)

The reason this is critical is because on the Owner Vrbo site Dashboard (you need to be an Owner to sign in, so you would not see this - see attached screen shots), there is an index called "Local Laws".

In this section, Vrbo has blanks that are designed to uphold those laws.

One blank is: minimum night stay

In the Residential areas, the new Ordinance is possibly going to pass with a 7-night minimum.

The Commercial areas would not have that minimum, same as other lodging in Commercial areas, all of which have non-restricted minimum night for rental.

If a distinction can not be easily identified and communicated with the Vrbo system, then the limitation of 7 nights indicated for Residential STRs would be placed on Commercial STRs, too.

That would defeat one of the important distinctions between the two zoning areas, which reflect very different needs and neighborhoods, as well as income potential (certainly from the Commercial STRs not just for the Owner who is running a legitimate and zoning-approved business, but for City Lodger's Tax and State GRTs).

Commercial STRs are in areas meant for flourishing business and tourist traffic and turn-over, per zoning. It is right that there is no minimum night stay and the Vrbo site, and others coordinating with local and state laws, must be able to identify that, both for those wishing to visit and stay in a vacation rental and for the owners in this hospitality industry.

Thank you for acknowledging and addressing this issue along with new STR Ordinance legislation that is passed.

Feel free to contact me with any questions. I am copying Noah Berke; please circulate to other concerned decision-makers.

Victoria Rogers
STR Owner

2 attachments

PAEZ, SALLY A.

From: BERKE, NOAH L.
Sent: Thursday, June 18, 2020 2:36 PM
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: Fwd: Please vote NO on the proposed changes to the short term rental ordinance

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From: Tim Ryan <timaryan7@gmail.com>
Sent: Thursday, June 18, 2020 1:24:24 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Please vote NO on the proposed changes to the short term rental ordinance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

As a tax paying, licensed homeowner/operator of a short term rental (STR) in the BCD, I am writing to express my absolute and complete opposition to the new regulations being considered regarding STR's in BCD districts in Santa Fe. The following are the reasons that the city of Santa Fe should NOT adopt these new regulations.

1. The clear distinction, in Section 14-6.2 (A) 6 of the STRO between BCD-zoned STRs and residentially zoned STRs must be preserved, or the city's zoning structure becomes non-sensical by essentially treating STRs as fundamentally different from other lodging options, such as inns and hotels.
2. The new STRO restrictions upon BCD-zoned properties include a limit of one reservation per seven-day period, which would lead to a significant reduction in revenue. Logically, hotels, inns and B&Bs should face the same requirement, as all are simply varying, legitimate lodging options in a business district. This action is potentially a taking of property without compensation.
3. The new STRO allows STR permits only for natural persons, not to legal entities, like LLCs, partnerships, trusts, etc. Property ownership by a legally formed entity has been a staple of our legal system.
4. Other revisions would make it impossible to start any new STR in the BCD, which is odd, since we could easily open a new gallery, restaurant or hotel (e. new 70 room Lensic development) tomorrow with no limitation on how many of these types of businesses can operate in the BCD.
5. The regulations would create new, onerous paperwork requirements that are arbitrary and unfair when compared to other lodging businesses in the same BCD commercial zone.
6. It is unwise to assume that STR guests will choose a hotel if no STRs are available. It is not the same experience and many visitors will simply go elsewhere and Santa Fe will lose revenue at a time when the City can scarcely afford to.

We purchased our home specifically in the BCD. Within a block of our home are three restaurants, a UPS store, a doggy day care, a strip mall, a gas station, a hat shop and numerous other commercial

businesses. We are NOT in a purely residential neighborhood and should not be treated as such. Short term rentals in commercial zoning should have the same privileges as other commercial businesses and lodging establishments. The bottom line is that no significant changes should be made at this time and the city should retain the BCD/residential distinction and enforce the existing STRO regulations instead of creating new ones and punishing those of us that follow the rules.

I respectfully ask you to vote NO on the proposed changes.

Thank you for your consideration,

Tim Ryan
303 Staab Street
Santa Fe, NM
87501

PAEZ, SALLY A.

From: LAPAN HILL, JAREL
Sent: Wednesday, January 29, 2020 7:42 PM
To: MCSHERRY, ERIN K.; ISAACSON, ELIAS S.; PAEZ, SALLY A.
Cc: Mayors Office
Subject: FW: Santa Fe Lodgers Association Follow Up on Short Term Rentals
Attachments: addendum STRs.pdf

Sharing this correspondence for awareness

From: dph.sfe.162.gm.Keith.Kirk <Keith.Kirk@druryhotels.com>
Sent: Wednesday, January 29, 2020 10:46 AM
To: Mayors Office <mayor@santafenm.gov>
Subject: Santa Fe Lodgers Association Follow Up on Short Term Rentals

Dear Mayor Webber,

I wanted to reach out on behalf of the Santa Fe Lodgers Association and see if we can help in any way to move the Short-Term Rental ordinances and regulations forward? As you know we submitted a letter to you and all the Council Members back on October 17th with the hopes that action might be taken by January 1st. I know that you and the Councilors are working on many items which include the fine and penalty steps which is important to avoid actually court cases. In addition, Carol Johnson left her position creating a vacancy that oversaw this area. However, we want this issue to remain a focus and we are willing to help and support in any way we can to move this process along. It is vital to the lodging industry in Santa Fe as well as the impact it has on affordable housing to have the regulations that are in place enforced. From our conversations, I know you are in agreement with most all the items listed below and we are more than willing to help and support this process.

Can you give any kind of update I can share at my next Lodgers Meeting which is February 12th?

Thank you for your time and consideration and look forward to a response.

Sincerely,

Keith Kirk
President of the Santa Fe Lodgers Association

Below is our original letter and attached information:

Santa Fe Lodgers Association
PO Box
Santa Fe, NM 87501

October 17, 2019

Dear Mayor Webber, and Councilors:

Santa Fe Lodgers Association (SFLA) requests that the city council work to develop enforceable policy and regulation to ensure that Short Term Rentals (STRS) do not erode the intent of residential zoning and do not disrupt the equity of fair competition in the lodging industry.

The SFLA is not opposed to STRS. We are concerned regarding the lack of enforcement and lack of progressive changes to policy and regulation that protect housing for workers, the integrity of community, and fair competition in the marketplace.

As council works towards this end, we ask that the following be considered.

- Establish a firm date for the enforcement of the current STR Ordinances and enforce current laws. We suggest January 1, 2020 as the start date.
- Increase current fee structure to provide the dollars for the needed enforcement arm and allocate those funds directly to the Land Use department for this purpose.
- Retain current cap of 1000 STR permits in residential areas with a commitment to not increase this amount without the implementation of enforcement and further study of the issues related to the growth of STRS.
- Establish guidelines for STR in the Business Districts treating them the same as existing hotels, inns and bed and breakfast operations.
- One permit – one resident or homeowner – multiple permits now allowed.
- A lottery system could be used when all 1000 permits are taken. There is no guarantee you will get a permit each year.
- Permit preference given to local Santa Fe residents and owner occupied STR units over out of state owners.
- Take immediate action to bring the over 800 illegal STR that the Host Compliance software has already identified.
- Enact regulation to prevent STR's in multifamily units, unless occupied by a host resident.
- Immediately enforce the current regulation that no permits be issued to more than 2 contiguous units.
- Form a task force to provide advisory assistance to Land Use in its efforts to implement the desired level of enforcement.
- Require that STR permits be used as demonstrated by the collection and remittance of Lodger's Tax. Any permit not used for a period of 12 months would not be renewed and would be made available to others.

We support the original intent of STRS, as an opportunity for homeowners to augment their income, and the intent of one home one permit. We are opposed to investors creating non-conforming hotels in multi-family units as well as eroding the residential quality of neighborhoods, and the disregard of hotel licensing in commercial zoning. We wish to be of assistance in developing policy that is consistent with those values and request that the following be considered as you re-write policy.

Addendum attached: Q&A between us and Carol Johnson, Land Use director, from meeting with the board of the SF Lodgers Association, on September 11, 2019.

Respectfully,

Keith Kirk- President
Drury Plaza Hotel

Tom McCann – Vice President
Heritage Hotels

Christina Genuario-Gill – Secretary/Treasurer
Inn on the Alameda

Rik Blyth – Board Member
La Fonda on the Plaza

Sam Gerberding – Board Member
Inn of the Governors

John Rickey – Board Member
Historic Hilton

Corey Fidler – Board Member
Hotel Santa Fe

Rob Ettenson – Board Member
Inside Santa Fe Magazine

Bruce Adams – Board Member
Santa Fean, Now and Su Casa Magazine

Jeff Mahan – Board Member
Truhostpiltality

Charlie Gray – Executive Director

Keith Kirk
General Manager
Drury Plaza Hotel *in* Santa Fe
828 Paseo de Peralta
Santa Fe, NM 87501

P 505.424.2175 (ext: 7070)
F 573.651.9487
www.druryplazasantafe.com



PAEZ, SALLY A.

From: LAPAN HILL, JAREL
Sent: Wednesday, January 29, 2020 8:23 PM
To: ISAACSON, ELIAS S.; PAEZ, SALLY A.; MCSHERRY, ERIN K.
Cc: Mayors Office
Subject: FW: THIS ONE!!!
Attachments: Short Term Rental Recommendations.docx

More resident input on short term rentals

From: Joe Schepps <yoder560@gmail.com>
Sent: Wednesday, January 29, 2020 1:05 PM
To: Mayors Office <mayor@santafenm.gov>; FREITAS, MARY M. <mmfreitas@santafenm.gov>
Subject: THIS ONE!!!

PUTTING NEIGHBORS BACK INTO NEIGHBORHOODS

Overview:

When the original Short-Term Rental (STR) ordinance was adopted into the City Code, Santa Fe, like all US cities, had little or no experience with this new concept of renting. Short-Term Rentals (STRs) were originally envisioned as an opportunity for local residents to rent out their homes or portions thereof for either profit or the necessity to cover living expenses. None of the original ordinance framers could have foreseen that these permits would become commercial business enterprises, or that one person would have multiple individual permits, or that STRs would have such a negative impact on neighborhoods, long-term rental housing availability and housing prices.

The suggestions for changes to Santa Fe's STR ordinance are briefly described below and are taken from the many different communities who have successfully modified their STR ordinances. These municipalities include Charleston, SC, Santa Monica, CA and Pacific Grove, CA. Input from various constituent groups were solicited, including the hospitality sectors, neighborhood associations, individual impacted neighborhood residents and affordable housing advocates concerned about both the spiraling price of housing and the community impact of the removal of long-term rentals from the market. Established neighborhoods lose many of their neighbors and therefore their traditional cohesiveness is impacted by STR strangers. These shifting dynamics raise property values driven by valuation based on the capitalization rate of potential STR income cash flow. Instead of purchasing a residential home as your primary residence to live in, prices are driven higher by housing valued as STR income — a capitalization method formerly reserved for traditional commercial property.

The Thornburg Foundation and Homewise recently funded a June 2019 report by Kelly O'Donnell PhD, of O'Donnell Economics and Strategy titled *Short Term Rentals and Access to Housing in Santa Fe*. This detailed work outlines the impact STRs have on housing under Santa Fe's existing ordinance. This study is a must read for anyone interested in understanding the mechanics of how STRs impact housing. The report can be downloaded from the City of Santa Fe AND Homewise websites. Drop these links into your browser: https://www.santafenm.gov/document_center/document/10452 OR https://www.homewise.org/reports-audits/

For City Council consideration, below is a list of recommended actions to take and amendments to be included in an amended Short-Term Rental ordinance.

1. Initiate an immediate Moratorium on STR permit applicants from investors or homeowners, commercial and residential, unless the property is the primary residence of that applicant.
2. Initiate STR code changes that are simple, clear and easily enforced.
3. Allow one STR permit per primary resident, with proof of ownership. That resident, or host, must occupy the home for at least 6 months a year and must reside on property during STR stays.
4. Owner must annually renew a STR permit and must list the assigned permit number on all advertised listings, Internet and otherwise.
5. Owner must have a business license, required code inspections and a GRT number.
6. At the sale of a residential or commercial property, the seller cannot transfer a STR permit. The new owner must re-apply for approval.
7. Require, monitor and strictly enforce Lodgers and GRT tax collections.
8. Complaints or information concerning enforcement of non-compliance are treated anonymously.
9. Provide tracking of unlicensed STRs and licensed permit compliance with strong and effective enforcement of all STR rules and regulations, including limits of the number of guests per stay.

Subject: STR
Date: Saturday, June 13, 2020 at 13:34:08 Mountain Daylight Time
From: marvin schrager
To: mayor@santafenm.gov
CC: Richard Woodruff
Category: Adobe Casitas

Dear Mr. Mayor: I have received your response to which I vigorously disagree.

People like myself have made significant investments in your community. We spend considerable
amounts of time visiting and supporting SF industry. We also provide opportunity for others to visit
SF and support SF industry. If you read all of the reviews for mine and other's properties, you will
find the preponderance of extremely favorable reviews. The fact is, STr are a favored way to travel, especially
for families.

If there is a problem, consider not issuing any new permits and capping it at the present limit.

However, to arbitrarily cut the number of permits is to severely damage the investment of many people.

Such action will most likely cause at least a 25% drop in the value of STR properties. I have 2 for sale due to health reasons
and most of the potential buyers are "investors" What am I to do if you won't give them my permit? I invested in SF with the understanding
I could rent my property. Now you want to change the agreement. Where is the "fairness" in that?

We bought a 2nd home w/in the last 1.5 years. There was no mention of your intent and we received a permit. Why were we not warned of your thoughts to change?
Seems to me a bit of deception on the part of the city.

To take away my permits if I sell seems to me to be a form of eminent domain without paying fair market value.

I hope you will reconsider your position.

Thank you
Marvin Schrager 512 944 7059

GURULE, GERALDINE A.

From: Ron and Myrna Simon <darchorse@msn.com>
Sent: Sunday, June 14, 2020 11:42 PM
To: COPPLER, JOANNE V.; Land Use Public Comment
Cc: kkomoll@newmexicohospitality.org;; gholcomb@vrma.org; aduettra@gmail.com
Subject: Short Term Rental Ordinance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Having just learned of Santa Fe City Council's impending action regarding Short Term Rentals, we feel you are unfairly penalizing the owners of these STRs, are seriously impacting the investment they have made in their properties and limiting their future revenues. And to what avail?

What precipitated this action? You are only jeopardizing the visitors and tourists who would be coming to your beautiful community. We love the STRs! We can do our own cooking or walk to a number of restaurants, stay together as a family (instead of in separate rooms), have no need for a car since we are walking distance to The Plaza and found a whole new world of pleasure in Santa Fe, like being in our own home.
Your Council should be encouraging the use of such favorable accommodations, not discouraging them.

And what is the purpose of the 75' restriction between properties? That only adds to the expense and cost that the property owner has to assume. These STR's are tributes to the history and economy of Santa Fe. The owners have worked hard and gone to a good deal of expense to preserve their charm and quaintness.

Please reconsider such a severe change in policy of these very desirable STRs. For our sake and for Santa Fe's tourism.

Thank you,
Ron and Myrna Simon
Advocates for STRs in Santa Fe

Sent from my iPad

To the Honorable Mayor Alan Weber:

I appreciate your concern to make sure all parties are heard on this very important Short-Term Rental (STR) Ordinance. I am a property owner in the City of Santa Fe, and I have worked in public administration for over 20 years. I have the following observations and suggestions:

1. **The stakeholder outreach on this issue has been insufficient to date.** Better solutions come when all the stakeholders have input into the process. A draft ordinance is premature before having a public workshop where all of the problems and objectives can be identified. What are the problems we are trying to solve? What problems has the City of Santa Fe experienced under the current ordinance? What are all the possible solutions? The City of Santa Fe has the name and address of every STR property owner and local property manager through the licensing process, and yet they were not notified of this meeting, or any prior meeting in which their input might help form revisions to the ordinance that might best serves all the stakeholders. Before you proceed further with your process, please back up a step and make sure your stakeholder outreach is comprehensive. **Hold a public workshop where all stakeholders have been notified and had an opportunity to review the material.** This makes for good governance and greater acceptance of the final outcome.
2. The revenues for cities and counties nationwide are hard hit by COVID-19. The City of Santa Fe will be no exception. **Is it responsible to be considering these changes without a thorough review of the economic impact?** It will be very difficult for the City Council to make informed decisions if all the potential financial impacts and ripple effects have not been considered.
3. Currently it is very difficult for a robust public process to take place. Many of your constituents are not able to participate in virtual meetings. Is this ordinance such an urgent item that it cannot wait until some face-to-face public workshops and hearings can take place? Please use the time for more outreach to understand the issues for all parties and to understand the economic impact of any proposed solutions.

Santa Fe is a beautiful city and all who live or visit here want to maintain its specialness. I think a more robust public process will produce an outcome that better serves the community.

Sara and Dave Singleton

Michael W. Tankersley
1130 Camino Delora
Santa Fe NM 87505

June 17, 2020

Mr. Elias Isaacson
Planning and Land Use Director
City of Santa Fe
200 Lincoln Ave.
Santa Fe NM 87504

Re: Proposed Amendments to Sections 14-6.2(A)(5)-(8) SFCC 1987 and 14-11.4 SFCC 1987 of the Land Use Code intended to improve administration and enforcement of the Santa Fe Short-Term Rental (STR) program (the "STR Amendments")

Dear Mr. Isaacson,

I am writing to communicate my general support for the proposed STR Amendments, but also to point out several provisions that will, if included in the finally adopted version, create adverse consequences that appear to be unintended and unnecessary to the policy objectives and practical application of the STR Amendments.

My wife and I own a two bedroom residential property located at 1130 Camino Delora that we have used as our second home since 2010. In 2013 we purchased the attached two bedroom guest house at 1130A Camino Delora. 1130A is located on the street; 1130 is located up a private driveway just south of 1130A. The two houses are attached and are part of a two unit condominium arrangement created by a prior owner in 1986 in which the land and structures are owned by R&J Condominium Owners Association, Inc., a New Mexico not-for-profit corporation. The condominium units are owned by New Mexico limited liability companies that are owned jointly (50/50) by my wife and I.

1130 Camino Delora has been operated as an appropriately registered and permitted short-term rental managed by Two Casitas Santa Fe Vacations since 2011 and 1130A Camino Delora has been similarly operated since 2013. We, our family and friends stay in the houses 50-60 nights per year. We have adequate off-street parking and are not aware of any other aspects of the property and its STR activity that will conflict with the STR Amendments except as noted below. Without the financial support from STR activity we could not have afforded to purchase, make improvements to and keep up this property.

As I understand the policy objectives of the STR Amendments, the ownership and usage arrangements for 1130 and 1130A Camino Delora described above do not present any of the problems that the STR Amendments are seeking to address. At the same time, I am concerned that the portions of the STR Amendments discussed below could result in the potential loss of our STR permits if enacted as written.

A. <u>The STR Amendments Requirement That STR Permits Must Be Issued Only to "Natural Persons" Needs to be Revised to Allow Use of Legal Entities by Owners Who Are Natural Persons</u>

The relevant portions of the STR Amendments include the following provisions [page numbers in brackets refer to the pages of the marked-up draft ordinance]:

> [P.5.] (b) Short-Term Rental ~~[Units]~~ Permit Required
> . . . .
> (iii) The land use director shall issue permits to natural [P.6.] persons only, and each natural person may possess a maximum of one (1) permit.
> . . . .
> [p.18.] 14-12.1 DEFINITIONS
>
> [P.19] NATURAL PERSON - An individual human being, as opposed to an organization of any form or a business entity.

The STR Amendments are seeking to limit the possibility that larger scale, professional property investors and management companies, referred to as "speculators," will end up owning a significant number of Santa Fe residential properties. This policy objective is to be accomplished by limiting STR permit issuance to (a) only natural persons and (b) one permit per natural person.

My wife and I own two Santa Fe properties, with two STR permits. So the basic facts of our situation do not conflict with the policy objectives of the STR Amendments. However, I am concerned that applying the language of the STR Amendments set forth above to our legal ownership arrangement as described above could result in the land use director declining to reissue our STR permits in the future because our properties are owned by legal entities that we own, not by us directly. The STR Amendments grandfather some aspects of current STR permit holders not allowed after adoption of the STR Amendments, such as owning multiple permits or violations of the proximity limitations (see provisions quoted below). The STR Amendments do not grandfather STR permits held by legal entities that are not "natural persons." Section D of this letter proposes that the STR Amendments include a provision providing such grandfathering rights to current holders of STR permits that are not natural persons.

The problem presented by the STR Amendment language above is that natural persons frequently have good reasons to use legal entities to own real estate, without any connection to speculators or the desire to own a lot of residential properties operating as STRs. A quick informal online survey of the owners of homes near our properties on Camino Delora showed a number of trusts and limited liability companies, most of whom I do not believe are currently operating STR units. A broader look would likely turn up some partnerships and corporations as well. More broadly, anyone owning a condominium or a unit in another form of multi-family property who seeks a STR permit will inevitably include a legal entity as part of the "ownership" of the property and, to that extent, risks running afoul of the natural person requirement.

The STR Amendment language copied above may also produce unintended consequences to the extent that it does not consider the possibility that a residential property may be owned jointly by two or more otherwise qualifying natural persons. My informal online survey of the owners of residential properties near Camino Delora mentioned above indicated that a majority of them were held in the name of two natural persons, many appearing to be husband and wife. The policy objective of the STR Amendments would appear to be consistent with allowing a husband and wife (or really any two people) to jointly own two properties subject to STR permits, but the language used in the STR Amendments quoted above is not clear on that point and could be read to produce a contrary result.

I ask that the STR Amendments be revised to address the issues outlined above. One approach to consider is to base the operation of the ordinance on the identities of the natural persons who are the ultimate beneficial owner(s) of a property, not on the legal entity that they may use, and to recognize

joint ownership of a STR unit as effectively resulting in possession of a fraction of an STR permit, as follows:

> [P.5.] (b) Short-Term Rental Permit Required
> . . . .
> (iii) The land use director shall issue permits to or for the benefit of natural [P.6.] persons only, and each such natural person may possess, directly or indirectly, in the aggregate, a maximum of one (1) permit. A permit is issued "for the benefit" of a natural person if that natural person is the direct or indirect owner of at least 50 percent of the ultimate beneficial economic interest in an organization or a legal or business entity that owns a short-term rental unit subject to the permit and the existence and nature of the relevant legal and beneficial ownership is disclosed to the land use director. For the avoidance of doubt, the determination of whether a natural person possesses a maximum of one (1) permit will include fractional ownership of permits issued for the benefit of that natural person as provided herein.
> . . . .
> [p.18.] 14-12.1 DEFINITIONS
>
> [P.19] NATURAL PERSON - An individual human being, as opposed to an organization of any form or a legal or business entity.

The suggested language looks through the use of a legal entity to the underlying economic ownership by specific natural persons, recognizing the high frequency with which married couples and domestic partners purchase residential real estate, in their own names or using a trust or limited liability company. The revised language allows individuals in those circumstances, who in the vast majority of cases will own real property on a 50/50 basis, to own two properties that will qualify for STR permits, directly or through a legal entity. The large-scale professional property investment or management operations disfavored by the policy of the STR Amendments would not be able to qualify for a STR permit under the suggested wording.

B. Changes in the Form of Ownership of a Property Benefiting From a STR Permit That Do Not Impact Ultimate Beneficial Ownership Should Not Terminate the STR Permit.

The STR Amendments seek to limit the transferability of a STR Permit:

> [P.5.] (b) Short-Term Rental ~~[Units]~~ Permit Required
> . . . .
> (v) A permit is not transferable to another person or property. Upon the transfer of ownership of a short-term rental unit, the short-term rental permit shall terminate and revert to the land use department. If the new owner wishes to use the property as a short-term rental unit, the owner shall submit a new application to the land use department.

Under this rule, if my wife and I decided to get rid of our very complex two unit condominium structure at 1130 Camino Delora by transferring title from the three New Mexico legal entities that own the properties to our names directly, we would lose our STR permits. There is nothing in the policy objectives of the STR Amendments that requires this result, suggesting that this is another unintended consequence. That result is also inconsistent with the change to the STR Amendments proposed above at A., which reflects a policy perspective that the use of legal entities by individuals to manage their

ownership of an otherwise qualifying STR unit should not trigger unintended negative results, such as loss of their STR permit. To address this issue, it is suggested that the above provision be modified to read as follows:

> (v) A permit is not transferable to another person or property. Upon the transfer of ownership of a short-term rental unit, the short-term rental permit shall terminate and revert to the land use department. If the new owner wishes to use the property as a short-term rental unit, the owner shall submit a new application to the land use department. A transfer of ownership of a property subject to a short-term rental permit to an organization or a legal or business entity having the same ultimate beneficial ownership as disclosed to the land use director pursuant to Section 14-6.2(A)(5)(b)(iii), or which results in one or more of such disclosed beneficial owners owning, directly or indirectly, 100 percent of the ultimate beneficial economic interest in the property, will not be effective to terminate the short-term rental permit, which shall be transferred to the successor owner or owners upon application to the land use director.

Transfers of title to a STR unit by gift or inheritance from one generation to the next should also be considered for exclusion from the "no transfers" rule.

C. The Language Used to Grandfather Holders of Multiple STR Permits Should Be Revised To Be Consistent With Other Grandfathering Language

Subparagraphs (a) and (b) of Section 6 the STR Amendments address the impact of the prohibition of multiple STR permits and the STR proximity limitations on holders of existing STR permits with the apparent intention of grandfathering STR permits in place at the time of adoption of the STR Amendments:

> [P.16] (6) [Short-term Rental of Dwelling Units – Non-residentially Zoned Property] Existing Short-Term Rental Permits and Registrations
>
> . . . .
>
> [P.17] (a) Short-term rental permits held at the time the ordinance amending subsection 14-6.2(A) SFCC 1987 (Ordinance No. 2020-) is adopted are valid, even if multiple permits are held by one owner. The owner does not need to renew those permits until they expire. Upon expiration, the owner may be eligible to timely renew the permits pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the land use department does not revoke the permit pursuant to Section 14-11.4.
>
> (b) Short-term rental permits that do not comply with the proximity limitations set forth in subsection 14-6.2(A)(5)(e) held at the time that the ordinance amending subsection 14-6.2(5) (Ordinance No. 2020-) is adopted are valid and owners of such permits are eligible to timely renew the permits pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the land use department does not revoke the permit pursuant to Section 14-11.4.

Despite the apparent intention to provide similar grandfathering rights in each provision, subparagraphs (a) and (b) use differing language to achieve that effect, which raises a question as to whether they are in fact intended to have the same effect. Subparagraph (a) states as to a holder of multiple STR permits, "Upon expiration, the owner may be eligible to timely renew the permits pursuant to subsection 14-

6.2(A)(5)(i) . . .." Subparagraph (b) states as to a holder of a STR permit that might violate the proximity limitations in the STR Amendments "owners of such permits are eligible to timely renew the permits pursuant to subsection 14-6.2(A)(5)(i), ..."

It is not clear why in the first instance, the owner "may" be eligible to timely renew (suggesting that it is possible that, for instance, by action of the land use director, the owner may not be eligible to renew), and in the second instance, the owners of such permits "are" eligible to timely renew, indicating no possibility that they are not eligible to renew except for the existence of an issue under Section 14-11.4. The language of subparagraph (a) also raises a question as to whether the right of a grandfathered holder of multiple permits is entitled to renew only one time, in the first year after the STR Amendments are adopted, or the right is perpetual.

It is suggested that subparagraph (a) be revised to address these issues as follows:

> (a) Multiple short-term rental permits held by one owner at the time the ordinance amending subsection 14-6.2{A) SFCC 1987 (Ordinance No. 2020-) is adopted are valid~~, even if multiple permits are held by one owner~~. The owner does not need to renew those permits until they expire. Upon expiration, and in subsequent years, the owner [~~may be~~] is eligible to timely renew the permits pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the land use department does not revoke the permit pursuant to Section 14-11.4.

D. To The Extent That the STR Amendments Are Not Revised To Allow STR Permits To Be Issued To Legal Entities As Recommended At A. Above, Permits Currently Issued To Legal Entities Should Be Grandfathered

Section A of this letter points out that the STR Amendments as drafted effectively prohibit the issuance of a STR permit to a legal entity that currently holds a STR permit. Even if the STR Amendments are revised as suggested in Section A, it is possible that some currently compliant STR permits issued to legal entities will be denied renewal, and if something like the proposed revisions are not made, all existing STR permits issued to legal entities are likely to be denied renewal. The STR Amendments in Section 6 (a) and (b) discussed in Section C above recognize the unfairness of a sudden, across the board denial of STR permits to currently compliant Santa Fe property owners by providing that current STR permit holders will be grandfathered if they currently hold multiple permits or if their properties otherwise violate new proximity limitations.

The STR Amendments should be revised to grandfather STR permits held by legal entities at this time and their renewal in future periods. To accomplish this it is requested that the STR Amendments be revised to include the following new Section 6 subparagraph (c):

> (c) Short-term rental permits held by a property owner that is not a natural person at the time the ordinance amending subsection 14-6.2{A) SFCC 1987 (Ordinance No. 2020-) is adopted are valid. The owner does not need to renew those permits until they expire. Upon expiration, and in subsequent years, the owner is eligible to timely renew the permits pursuant to subsection 14-6.2(A)(5)(i), subject to payment of the annual business license and permit fees, as long as the land use department does not revoke the permit pursuant to Section 14-11.4.

One last minor point to note is that Section 5(c)(i) requires that a qualifying local operator of a STR unit must have offices within the Santa Fe city limits. It is not clear why a property manager in one of the cities or unincorporated areas surrounding Santa Fe, who might be closer to a STR unit than a property manager within the city limits at the other end of town, is disqualified under the STR Amendments. It is suggested that the STR Amendments require that qualifying property managers be located within something like a 10 or 20 mile radius of the city limits.

Thank you for your consideration of these points. Communications regarding the above matters are best directed to me as follows:

By email: mtankersley1614@gmail.com
By mail: 6246 Northwood Rd, Dallas TX 75225
By telephone: 214-679-2369

Very truly yours,

Mike Tankersley

Two Casitas, Santa Fe Vacation Rentals has been operating vacation homes in Santa Fe since 1998 and has grown to manage sixty-seven independently owned properties, employ eight people, and provide consistent work for many local contractors. Before the Pandemic, we were actively expanding our inventory and our workforce, and we intend to continue that expansion as our business recovers. Two Casitas contributed over $300,000 in Lodger's Tax to the City of Santa Fe in 2019. The thousands of guests that we host provide an incalculable economic and fiscal benefit to our city and its government. As a locally owned and operated small business, we have strong personal and financial interests in maintaining the character and charm of our city, and the neighborhoods in which our homes are located. The proposed legislation will not immediately threaten our business, but it is designed to slowly decrease the profitability, and thus the significant economic benefit, that Two Casitas and companies like it bring to our city. While that is our primary concern with this legislation, we would also like to address some of the topics that came up in the City Council meeting, and the general spirit behind all short-term rental legislation adopted by the City. We believe that the negative externalities associated with our industry are largely exaggerated by its detractors, and that many of them can be solved with the tax revenue that the City brings in from permitted rentals.

It appears that the ultimate goal of the legislation is to gradually reduce the number of permittable rentals in the city. Short-term rental management companies operate with significant turnover in our inventory. Many of our homeowners end up selling their homes, and a significant portion of them end up retiring in them. The rental income that we provide to them before this occurs makes this financially feasible, and ultimately provides further economic benefit to the neighborhoods in which these homes are located. The long-term reduction of permittable rentals could result in us not being able to replace homes that we no longer manage, as management companies depend on a consistent flow of new inventory for their growth and profitability.

We would like to stress that while many, but not all, of our owners currently reside out-of-state, their investments in short-term rentals bring significant benefit to our city. The homes that they purchase are often renovated, restored, and improved in order to become rentals. This raises property values in the neighborhood and employs local contractors. This benefit is sustained while the homes exist as short-term rentals, as property managers take extra care to maintain and improve their inventory on the owners' behalves. As we mentioned earlier, many of our owners eventually move into their rental homes and become members of our local community. They have no interest in destroying the fabric of our neighborhoods or reducing the quality of life for their future neighbors. They invest in Santa Fe in the first place because they love and respect our city's culture and unique heritage. Their investments are meant to improve and preserve that—not destroy it.

During the city council meeting, residents expressed concern regarding some of the externalities associated with our industry. Several people expressed their

belief that vacation rentals create additional traffic in Downtown Santa Fe compared to long-term renters or permanent residents. In fact, short-term renters make fewer and shorter trips per day, and have fewer vehicles per person than residents. They also do not contribute to traffic while the homes are not being rented.

Concerns regarding affordable housing in Santa Fe are often unfairly blamed upon the short-term rental industry. Housing affordability has been an issue in Santa Fe for much longer than the short-term rental industry has existed, and the neighborhoods in which our rentals exist have little chance of becoming affordable even if all short-term rentals are eliminated. However, we do believe that the income that the city makes from rental activity could be allocated towards building affordable housing in other parts of the city.

Several residents mentioned that noise complaints were a concern. Complaints of this kind are exceedingly rare and are not eliminated by replacing short-term renters with permanent residents. Permanent residents can result in chronic disturbances that require the involvement of law enforcement. The occasional guests who do cause a disturbance are swiftly dealt with by management companies without the need to involve law enforcement. Furthermore, troublesome guests are inevitably followed by benign guests or the home being silently unoccupied.

Two Casitas is concerned about the prevalence of unpermitted rentals as well, as it creates an uneven playing field that disadvantages the business that provide the city with tax revenue, abide by local regulations, and care about the integrity of our communities. The proposed legislation is solely focused upon further restricting the good actors in our industry, while diverting enforcement resources away from people who have no regard for working within the system. We strongly recommend that the city focus its limited resources on getting permits for unpermitted rentals rather than making permitted rentals more difficult to operate.

We appreciate your time, and hope that you will consider our perspective in your legislative agenda.

Sincerely,

Wendy Kapp, Will Risbourg, Rachel Zell, and Brittany Bruaw

Two Casitas, Santa Fe Vacation Rentals

GURULE, GERALDINE A.

From: Jon Tucker <jtucker@tuckerime.com>
Sent: Sunday, June 14, 2020 1:37 PM
To: Richard A Woodruff; LINDELL, SIGNE I.; Mayors Office; VILLARREAL, RENEE D.; GARCIA, MICHAEL J.; ROMERO-WIRTH , CAROL; RIVERA, CHRISTOPHER M.; ABEYTA, ROMAN R.; CASSUTT-SANCHEZ, JAMIE A.; COPPLER, JOANNE V.; Land Use Public Comment
Cc: Kathy Komoll; Teya Vitu; Paco Arguello; Donna Reynolds; gholcomb@vrma.org; aduettra@gmail.com
Subject: Re: Proposed Changes to STR Ordinance - Impact of 75' Radius on Future STR Permits

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The proposed ordinance is simply a pretext to kill the STR business as it exists in Santa Fe without regard to any rational analysis of its fallout or long term repercussions. A 2018 study done with poor design is simply stale and as Richard mentions, fails to factor important future looking elements.

Variations of draconian limits on STR's have been tried in other locations with legal challenges brought in most cases resulting in rollbacks. However, the negative impact upon the real estate markets and property values remained.

The rental market will migrate outside the city limits and irreparable damage will have been done if this measure is enacted.

Especially now, when people are searching for some economic security both at the personal and governmental levels, I'm flabbergasted that such an economically injurious measure finds traction.

Every one of the property owners who factor their ability to get some rental income will appeal their property tax valuation if this passes, as they should. And a decline of at least 25% in value would be expected! Not to mention the loss of tax revenue and economic activity from renters.

Just some additional thoughts on the matter. Thanks for reading!

Jon B. Tucker, MD

Chief Medical Officer
Interim CEO
MedicoLegal, Inc.

5990 University Blvd.
Suite #12, Box 248
Moon Township, PA 15108
Phone: 412-276-6241
Cell: 412-310-6177
Fax: 412-265-6530
www.medicolegalgroup.com
jtucker@medicolegalgroup.com

www.medicolegalgroup.com

Subject: Re: Santa Fe, NM - Short Term Rental Ordinance Changes: Due Process & Business Impact

Date: Saturday, June 13, 2020 at 10:57:04 Mountain Daylight Time

From: Jon Tucker

To: Richard A Woodruff, LINDELL, SIGNE I., aduettra@gmail.com, Mayors Office, VILLARREAL, RENEE D., GARCIA, MICHAEL J., ROMERO-WIRTH , CAROL, RIVERA, CHRISTOPHER M., ABEYTA, ROMAN R., CASSUTT-SANCHEZ, JAMIE A., COPPLER, JOANNE V.

CC: Kathy Komoll, Teya Vitu, Paco Arguello, Donna Reynolds, gholcomb@vrma.org

Category: Adobe Casitas

All,

A couple weeks ago I received a solicitation from Marriott to convert my home on Palace Ave into a weekly timeshare unit managed by them as a subsidiary of their vacation club.

Oddly and maybe not coincidentally, that corporate structure would comply with the new ordinance.

One should ask and share for all to know if that is the kind of manager and the kind of place we want Santa Fe to become. Hotel operators would invade this space and subsequently mold the ordinances to their liking, while distressed hotel properties, freed of competition from better and less expensive short term rental homes, and managed by these same entities, would convert debt laden distressed properties into timeshares. And trust me just about all the hotels are laden with non recourse CMBS paper that is being taken over by the vultures who will liquidate the assets any way they can.

In my humble opinion, that is where the focus of City Council ought to be!!!

How about the spectre of timeshare salespeople hawking interval ownership on the Plaza? That's what's coming if competition is not preserved. Guaranteed.

This proposed ordinance will ruin Santa Fe.

In order to preserve the unique nature of Santa Fe the government needs to embrace and nurture the small businesses that constitute the short term rental market. We are the people who have personally invested in and care about preserving Santa Fe. Don't wreck it by regulating us out of business and opening the door for the timeshare creatures.

Jon B. Tucker, MD

Chief Medical Officer
Interim CEO
MedicoLegal, Inc.

5990 University Blvd.
Suite #12, Box 248
Moon Township, PA 15108
Phone: 412-276-6241
Cell: 412-310-6177
Fax: 412-265-6530

GURULE, GERALDINE A.

From:	Elizabeth West <ewest@cybermesa.com>
Sent:	Sunday, June 14, 2020 11:21 PM
To:	esiasaacson@santafenm.gov; Land Use Public Comment
Cc:	WEBBER, ALAN M.; Signe Lindell; VILLARREAL, RENEE D.; ROMERO-WIRTH , CAROL
Subject:	attention Planning Commission, regular Committee Thursday, June 18, 2020: Amending Section 14.6.3 SFCC 1987 / Short Term Rental Ordinance / amending the Amendment
Attachments:	Short_Term_Rentals_fillable3_14.pdf

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Please forward or deliver this email to the entire Planning Commission for me — thank you! (The deadline is tomorrow (Monday), June 15 at noon. This is being emailed Sunday evening at about 11:30 p.m.)

From the Agenda for the Planning Commission, Thursday, June 18, 2020:

7.B. An Ordinance Amending Section 14-6.2 SFCC 1987 to Adopt by Ordinance a Maximum of one thousand (1000) Short-Term Rental Permits in the City; to Prospectively Limit the Number of Short-Term Rental Permits to One Per Natural Person; to Prospectively Limit the Proximity of Short-Term Rental Units on Residentially Zoned Property; to Require a Local Operator for Short-Term Rental Units; to Adopt Record-Keeping and Reporting Requirements for Short-Term Rental Unit Owners and Host Platforms; and to Clarify Other Provisions of the Short-Term Rental Ordinance. (Mayor Webber and Councilors Lindell, Romero-Wirth, and Villarreal) (Elias Isaacson, Land Use Director, esiasaacson@santafenm.gov, 955-6730) (Sally Paez, Assistant City Attorney, sapaez@santafenm.gov, 955-6501)

I think there are two most important items that need to be addressed before moving forward with this: a Primary Residence requirement, and understandable regulations which better facilitate enforcement.

1) Primary Residency requirement needs to be part of this amendment. This requirement would help solve a lot of problems. (The Charleston, SC model is probably the most congruent with Santa Fe's needs.) Compliance from the existing businesses should be required, but perhaps generously give the businesses a year to adjust?

2) It is important to keep the regulations, guidelines and requirements as clear and simple as possible in order to facilitate reasonably easy accountability and enforcement. This will help the City as well as help the STR businesses. The enforcement penalties and policies need to be easily understood and readily available. The City of Santa Fe should be able to receive the money that is owed to it, as part of the arrangement for what the City provides the people who are in the business of short term rentals. Santa Fe is not primarily aiming to provide a place for the STR industry — that is not our job.

Note:

Section (5) (ii) page 4 — this seems a bit pie in the sky (which is not a good place for any kind of pie), and if one of the aims of this ordinance is to try to control speculation that ultimately gets in the way of long-term housing, the Primary Residency requirement would be a better deterrent. If you add the Primary Residency requirement, then delete this (5) (ii).

Curious about the Charleston, SC, short term rental application? They had to act decisively in order to help support long-term housing. Here is a link: <https://www.charleston-sc.gov/DocumentCenter/View/18611/Residential-STR-Application?bidId=>

Compare with Santa Fe:

I hope my comments help, and thank you for your attention — and for helping me to get my comments to the entire Planning Commission on time — *¡muchas gracias!*

Elizabeth West
318 Sena Street
Santa Fe, NM 87505
984-1047

***

GURULE, GERALDINE A.

From: Janet Williams <janetwilliamspottery@gmail.com>
Sent: Friday, June 12, 2020 1:23 PM
To: BERKE, NOAH L.
Subject: STRs

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To Whom It May Concern

I believe all short term rentals should be owned by locals. This would prevent speculation which drives up the market for locals.
We also need to limit the number of STRs, as they are destroying neighborhoods, limiting the number of long term rentals and driving up the prices for first time home buyers.
STRs are out of control and must be limited.

Sincerely,
Janet Williams
1200 Don Gaspar Ave
Santa Fe, NM 87505

Sent from my iPhone

GURULE, GERALDINE A.

From: Richard A Woodruff <richardwoodruff@yahoo.com>
Sent: Sunday, June 14, 2020 1:19 PM
To: LINDELL, SIGNE I.; Mayors Office; VILLARREAL, RENEE D.; GARCIA, MICHAEL J.; ROMERO-WIRTH , CAROL; RIVERA, CHRISTOPHER M.; ABEYTA, ROMAN R.; CASSUTT-SANCHEZ, JAMIE A.; COPPLER, JOANNE V.; Land Use Public Comment
Cc: Kathy Komoll; Teya Vitu; Paco Arguello; Donna Reynolds; gholcomb@vrma.org; aduettra@gmail.com
Subject: Proposed Changes to STR Ordinance - Impact of 75' Radius on Future STR Permits
Attachments: Impact of 75' Radius on Future STR Permits.pdf; Impact of 75' Radius on Future STRs.pdf; STRO Changes - Cheryl Bernard Letter to Mayor.pdf; STRO Changes - Jon Tucker Response to Mayor and Council.pdf; STRO Changes - Marvin Schrager Letter to Mayor.pdf; STRO Changes - Singleton Letter to Mayor.pdf; STRO Changes - Woodruff Response to Councilwoman Lindell.pdf; STRO Changes - Woodruff Response to Councilwoman Villarreal.pdf

Importance: High

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Hi All,
As you have seen from my initial writings on STRs, I have been calling for a **forward-looking economic study** regarding the impact of the 75' Radius on Future STRs **as well as** the other changes being proposed. I am attaching just one example. As requested, the Land Use office is also in copy to log these opinions.

In this example (Guadalupe District), there are currently four STRs located at:

- 114 Quintana Street
- 117 Quintana Street
- 124 Elena Street
- 126 Candelario Street

The slide below delineates the 75' radius impact on the future potential of a **new** buyer obtaining an STR permit. As can be seen, if **any** of the homes above were to sell, the new buyer would NOT be able to obtain a STR permit under the new ordinance. This will have a dramatic impact on the **selling price** for any of the homes above as the new buyer will **not** have the flexibility in the rental use of the home. Actually, in this particular case, all of the homes would not be eligible for a permit. **Therefore, an existing owner, whether grandfathered or not, will lose future value in their home.**

Also, having a **cap** on STR permits really is **immaterial**. Over time, the number of potential **STR permits will decrease** as homes sold with existing STR permits are no longer eligible for a permit. The new owner **cannot** obtain one due to the new restrictions. In my rough analysis, derived from my knowledge and management of short-term rentals in the City of Santa Fe, it is likely that STR permits will fall by a minimum of 50% over a ten-year period as homes change ownership. To validate this, one must examine the average turnover of homes in the City of Santa Fe. This analysis should be paramount in the economic impact study. Another fact, the number of STR permits has not risen since 2018 remaining quite consistent at approximately 850 permits under the current ordinance.

The City of Santa Fe will experience an ever-decreasing source of revenue from Lodger's Tax, due to less STRs, and from property taxes due to the decrease in real home market values. Real home values will decrease as the homes will no longer retain the option to be rented short term for any new buyer. Thus, depriving the new buyer of a significant revenue source which will be taken into account when assessing the purchase value of a home. This is further highlighted in the attached documents from a few concerned owners. I am always asked the question, 'Can I obtain a short-term rental permit if I'd like one?' How will this question be answered by any Realtor going forward?

As a point of fact, Lodger's Tax and GRT are both collected and directly remitted (bypassing property managers and owners) to the City and State by Airbnb, HomeAway, VRBO and Expedia. The delinquency rate on tax collection has dropped significantly (in 2020) as these listing engines represent approximately 90% of all bookings. This can be confirmed by AirDNA. The O'Donnell study was based on 2018 data which is not longer germane.

In the slide below, I have assumed the center of each property as the radius start point. Should the radius start point be at the property boundaries, the impact would even be more onerous basically removing the ability for most of the homes in the neighborhood to obtain a permit.

Impact of 75' Restriction on Future STR Permit



75 Feet

I look forward to hearing the rationale for such an ordinance in addition to the rationales for all the other recommended changes. I have also attached the current writing of a few constituents.

All the best,
Richard

Adobe Casitas Vacation Rentals, Inc.
Real Estate Qualifying Broker

License #19824
+1 848 466 9586
www.adobecasitas.com

From: Richard A Woodruff <adobecasitas@gmail.com>
Date: Saturday, June 13, 2020 at 10:32

Subject: Re: Santa Fe, NM - Short Term Rental Ordinance Changes: Due Process & Business Impact

Dear Signe and all,

Thanks, so much for your response but I'm sorry to say your stipulations are not true. The regulations will affect guest occupancy for all rentals. Also, should an existing permit holder want to sell their property, it cannot be stated, by the realtor or seller, that the same home will be granted a permit for the new owner. Thus, reducing property values and potential buyers. Not finally, but one more point, there has been no economic impact study reflecting the results of the changes over the years forward. I suggest you take a look. The changes are dramatic and far reaching that will ultimately cut the number of vacation rentals in half due to the 75' radius requirements and decrease tourism for Santa Fe. Just take a stab at modelling what a 75' radius does to existing short term rentals. On East Palace Avenue alone, it will have the effect of eliminating more than half of the vacation rentals over time. Given the proximity of the houses to one another and the 5' setbacks of property lines. This is also true in the Guadalupe District. With change of ownership, the number of vacation rentals will dwindle, the choices of rentals for consumers will be less, rental rates may increase due to more demand for a shrinking supply and the whole business for property managers will become unprofitable or marginally profitable. Also, requiring an owner of a property to use a property manager, is inappropriate as it changes the profit dynamics for the owner – forcing them to pay a commission. Is that fair?

The proposed changes create an uneven playing field that will be even more difficult to regulate, and I am certain that the reporting requirements will apply to all properties. They are onerous at best. Regarding the O'Donnell study, it was based on old data and the situation has actually improved. Airbnb, HomeAway, VRBO and Expedia (the vast majority of bookings are through these engines) all pay the GRT and Santa Fe Lodger's Tax directly to the appropriate government bodies. So, the regulation and enforcement of tax collection has been largely automated.

I am at a loss to understand why a proper impact study would not be commissioned evaluating all the effects of the changes going into the future (10 years out). I have been at executive level in major corporations for 40 years, we would not be so cavalier with our P & L as to make significant decisions in a vacuum. I can only surmise that we don't want to expose the results. It is so much easier to say, all is fine, and nothing will change for the existing permit holders. We should at the very least consider getting advice from VRMA.

It is remarkable that we promote Santa Fe as 'the' place to visit, along with significant marketing efforts, while at the same time we attempt to restrict choice that ultimately hurts consumers by limiting choice in lodging and thus raising pricing. Less people will come to Santa Fe and there will be less business for our auxiliary businesses. Tourism is the largest industry we have in Santa Fe, let's not go backward!

Ask yourself, why are we doing this?

All the best,
Richard

From: "LINDELL, SIGNE I." <silindell@santafenm.gov>
Date: Saturday, June 13, 2020 at 09:50
Subject: Re: Santa Fe, NM - Short Term Rental Ordinance Changes: Due Process & Business Impact

Thank you. Current license holders are grandfathered and if they renew properly and stay in compliance. Nothing changes.
We have worked hard on this to strike a balance for all.
Signe

Get Outlook for iOS

Richard,

It appears that I'd be grandfathered even though Hagajo is the owner.

After reading the proposed ordinance I totally agree that it should be opposed with regard to the economic limitations. There are some givebacks that would hopefully satisfy the proponents most notably the noise, occupancy, parking, record-keeping, and auditing.

Jon

Jon B. Tucker, MD

Chief Medical Officer
Interim CEO
MedicoLegal, Inc.

From: Richard A Woodruff <adobecasitas@gmail.com>
Sent: Friday, June 12, 2020 2:01 PM
Subject: Santa Fe, NM - Short Term Rental Ordinance Changes: Due Process & Business Impact

Dear All,

It has only recently come to my attention (actually June 10th) that there is a proposal being considered to change/amend the current short-term rental ordinance for the City of Santa Fe. Are you all aware of the ramifications of the proposed changes for the short-term rental industry of our City; including the impact on our tourist industry, the impact on existing and future City of Santa Fe property owners and the impact to the revenue to our City and the businesses that operate in our City?

To my knowledge, there has not been an Economic Impact Study performed to understand the financial impacts to the City of Santa Fe regarding the proposed changes to the Short-Term Rental Ordinance encompassing the points I mentioned above. Also, I did not see, nor am I aware, of any budget allocated for such a study in the 2020 Santa Fe City budget. An Economic Impact Study will have an important relevance to any changes proposed. When the current ordinance was adopted, there was an independent economic impact study performed, and it is only prudent to require another study to understand the financial impacts of any decision. I remain surprised that the mayor is not taking ownership of such an important change to the tourist industry for the City of Santa Fe. **I am also seeking clarification as to why this significant change is proceeding under the radar of concerned parties.**

Secondly, I do not believe that due process has not been followed as all constituents, including current short-term rental permit holders, have not been properly notified regarding the changes under consideration to provide them with ample time to respond to the proposal. Actually, the City of Santa Fe has not even notified existing rental permit holders. That being said, I have been directly in touch with a few of my owners and I am waiting their response with suggestions on actions to take as a collective. There are clearly going to be legal remedies sought should the current proposal proceed in its current form and process. I am also attaching a short, non-exhaustive, list of concerns.

Finally, holding a meeting via Zoom is not inclusive enough to gather a quorum of concern. Some constituents to this ordinance, may not even be technically inclined to use Zoom.

These suggested short-term rental ordinance changes will impact the entire nature of our tourist industry in the City of Santa Fe, as well as dramatically and negatively impact businesses and property owners. Unjustified over-regulation will have a detrimental impact on consumers and local and state economies.

It is my suggestion that the City of Santa Fe should also consider consulting with the Vacation Rental Management Association (VRMA), in copy. VRMA assists communities in developing professional and traditional vacation rentals as a safe and reliable option for consumers. They are committed to working with policymakers to develop fair and balanced regulations that benefit both communities and the vacation rental market. https://www.vrmaadvocacy.org

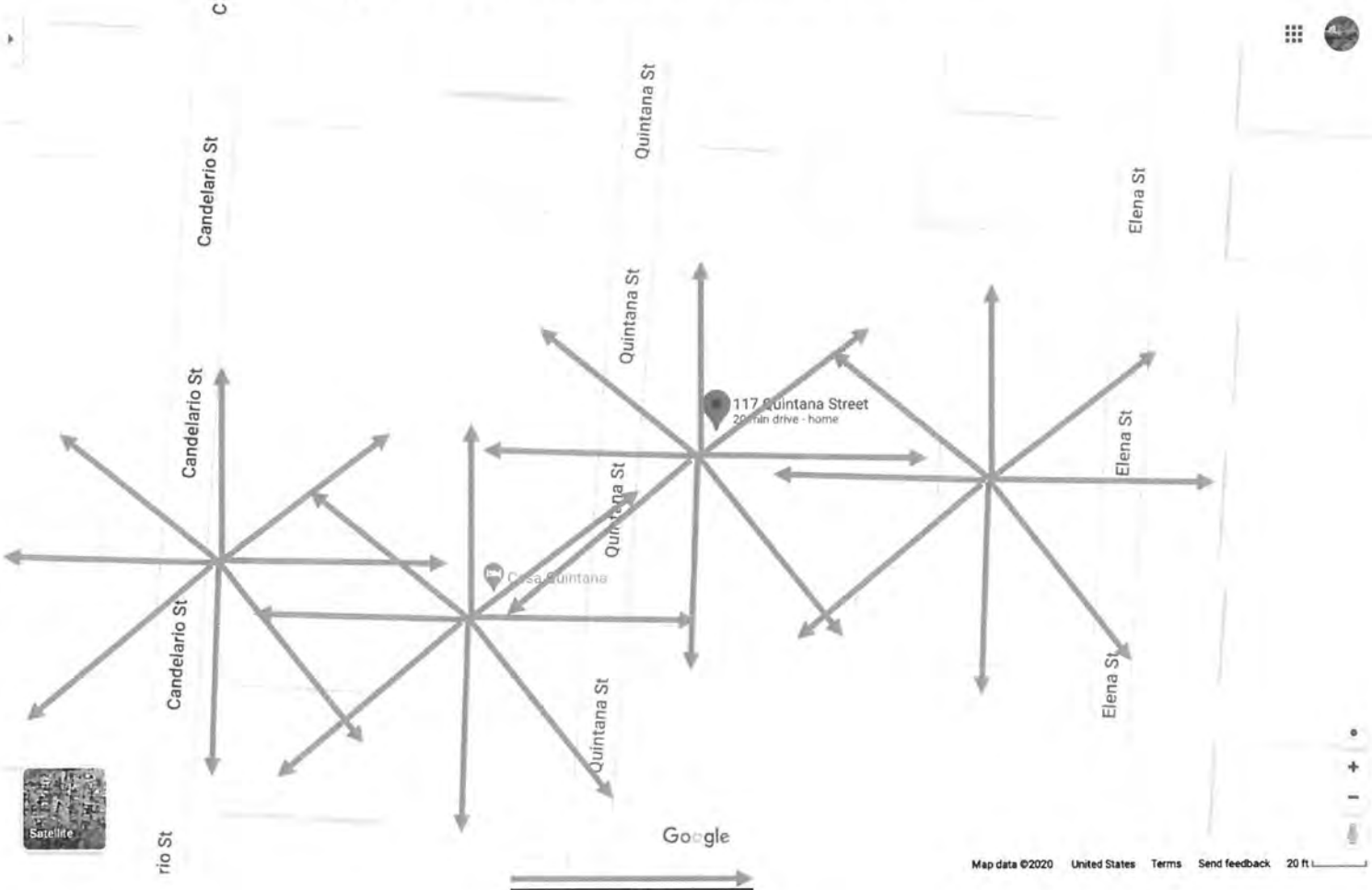
I look forward to hearing from you soonest!
All the best and stay well,
Richard

Impact of 75' Restriction on Future STR Permits



75 Feet

Impact of 75' Restriction on Future STR Permits



75 Feet

Dear Signe and all,

Thanks, so much for your response but I'm sorry to say your stipulations are not true. The regulations will affect guest occupancy for all rentals. Also, should an existing permit holder want to sell their property, it cannot be stated, by the realtor or seller, that the same home will be granted a permit for the new owner. Thus, reducing property values and potential buyers. Not finally, but one more point, there has been no economic impact study reflecting the results of the changes over the years forward. I suggest you take a look. The changes are dramatic and far reaching that will ultimately cut the number of vacation rentals in half due to the 75' radius requirements and decrease tourism for Santa Fe. Just take a stab at modelling what a 75' radius does to existing short term rentals. On East Palace Avenue alone, it will have the effect of eliminating more than half of the vacation rentals over time. Given the proximity of the houses to one another and the 5' setbacks of property lines. This is also true in the Guadalupe District. With change of ownership, the number of vacation rentals will dwindle, the choices of rentals for consumers will be less, rental rates may increase due to more demand for a shrinking supply and the whole business for property managers will become unprofitable or marginally profitable. Also, requiring an owner of a property to use a property manager, is inappropriate as it changes the profit dynamics for the owner – forcing them to pay a commission. Is that fair?

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I am at a loss to understand why a proper impact study would not be commissioned evaluating all the effects of the changes going into the future (10 years out). I have been at executive level in major corporations for 40 years, we would not be so cavalier with our P & L as to make significant decisions in a vacuum. I can only surmise that we don't want to expose the results. It is so much easier to say, all is fine, and nothing will change for the existing permit holders. We should at the very least consider getting advice from VRMA.

It is remarkable that we promote Santa Fe as 'the' place to visit, along with significant marketing efforts, while at the same time we attempt to restrict choice that ultimately hurts consumers by limiting choice in lodging and thus raising pricing. Less people will come to Santa Fe and there will be less business for our auxiliary businesses. Tourism is the largest industry we have in Santa Fe, let's not go backward!

Ask yourself, why are we doing this?

All the best,
Richard

I have also attached another letter for an existing property owner. Perhaps take the time to read it!

From: "LINDELL, SIGNE I." <silindell@santafenm.gov>
Date: Saturday, June 13, 2020 at 09:50
To: Jon Tucker <jtucker@tuckerime.com>, Richard A Woodruff <adobecasitas@gmail.com>, Andy Duettra <aduettra@gmail.com>, Mayors Office <mayor@santafenm.gov>, "VILLARREAL, RENEE D." <rdvillarreal@santafenm.gov>, "GARCIA, MICHAEL J." <mjgarcia@santafenm.gov>, "ROMERO-WIRTH , CAROL" <cromero-wirth@santafenm.gov>, "RIVERA, CHRISTOPHER M." <cmrivera@santafenm.gov>, "ABEYTA, ROMAN R." <rrabeyta@santafenm.gov>, "CASSUTT-SANCHEZ, JAMIE A." <jcsanchez@santafenm.gov>, "COPPLER, JOANNE V." <jvcoppler@santafenm.gov>
Cc: Kathy Komoll <kkomoll@newmexicohospitality.org>, Teya Vitu <tvitu@sfnewmexican.com>, Governor Lujan Grisham <nmiggovima@state.nm.us>, Paco Arguello <paco@sfar.com>, Donna Reynolds <donna@sfar.com>, "gholcomb@vrma.org" <gholcomb@vrma.org>
Subject: Re: Santa Fe, NM - Short Term Rental Ordinance Changes: Due Process & Business Impact

Thank you. Current license holders are grandfathered and if they renew properly and stay in compliance. Nothing changes.
We have worked hard on this to strike a balance for all.
Signe

Hi Renee,
Thanks so much for your response but I'm sorry to say your stipulations are not true. The regulations will affect guest occupancy for all rentals. Also, should an existing permit holder want to sell their property, it cannot be stated that the same home will be granted a permit for the new owner. Thus, reducing property values and potential buyers. Not finally, but one more point, there has been no economic impact study reflecting the results of the changes over the years forward. I suggest you take a look. The changes are dramatic and far reaching that will ultimately cut the number of vacation rentals in half due to the 75' radius requirements and decrease tourism for Santa Fe.
All the best,
Richard

PS: I read the proposed changes completely as well as Karen's study. Perhaps you should take another look with the future impact delineated in an impact study.

On Fri, Jun 12, 2020 at 20:04 VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov> wrote:

Hold your horses folks!

Before you get ahead of yourself, you must know that all the existing short term rental properties that are currently in compliance, have their permits, and are following the rules, will not be affected by these proposed new rules and regs. The proposed ordinance will only apply to future applicants for short term rentals.

I hope that clears up the misconceptions. And there will be plenty of time to have community members weigh in as we have many future committee meetings and opportunities to take the time and read and learn about the proposed changes.

Be well,

Renee

Renee Villarreal

Councilwoman, District 1

City of Santa Fe

(505) 629-2388

rdvillarreal@santafenm.gov

Planning Commission Meeting

October 15, 2020

Short-Term Rental Bill

Written Comments

The following written comments were submitted on time and were considered by the Planning Commission on October 15, 2020:

- Susan Orth, Santa Fe Association of REALTORS

The following written comments were submitted late and were **not** a part of the record considered by the Planning Commission on October 15, 2020 (but are provided for consideration at subsequent committee meetings):

- Natalie Bovis
- Marc Choyt
- Teri Hackler
- Kitty Moss
- Elise Noble
- Sandra Noe
- Leroy Pacheco
- Toral Patel, Airbnb
- Amy Rose
- Kim Schilling
- Bonnie Smith
- Richard Woodruff

October 12, 2020

Dear City of Santa Fe Planning Commissioners:

The Santa Fe Association of REALTORS® appreciates the City of Santa Fe Planning Commission and city leaders ongoing work to improve the proposed short-term rental ordinance. In response to public input and commissioners' concerns, a revision has been introduced for the planning commission's consideration at its upcoming October 15, 2020 meeting.

The association is pleased with a number of key changes proposed by the planning commission that have been adopted in the revision. Specifically, the association supports the changes related to retaining exemptions and registrations for non-residential properties; clarifying the role of a natural person in the permitting process; expand the non-transferability of a permit in certain circumstances; and clarifying the "grandfather" clauses that would have allowed the land use director to revoke a permit upon expiration.

There remain several issues that the association would encourage planning commission members to review and consider taking action.

The revision has amended the originally proposed 75-foot radius density requirement for new permits to a 50-foot radius from the boundary of the property. The planning commission had a thoughtful discussion regarding any new density requirement which our members believed was important and valuable given the highly dense nature of the downtown area. The new density requirement will likely result in preventing any new short-term rental permits to be issued in these areas while grandfathering in existing operators-some with several units. Due to this concern, the association believes this restriction on density remains unworkable, may invite litigation, and will negatively impact property rights. For many homeowners, it would be difficult to make such a determination without significant support from the land use department as property owners will not know the proximity of permitted units. The association strongly suggests the commission consider retaining the existing density requirement *"short-term rental permits will not be issued for more than two short-term rentals directly adjoining each other on a residentially zoned street. For the purposes of this subsection, "directly adjoining" means sharing a common boundary along a public street frontage, but does not include adjoining units in a condominium, townhouse development, in an apartment complex, or residential compound"*.

The revision continues to place a permit limit of 25% of units on a multi-family complex even when the owners, home owner association or condominium rules permit short-term rentals. The association would encourage the planning commission to consider eliminating this restriction, if short-term rentals are permitted by multi-family complexes.

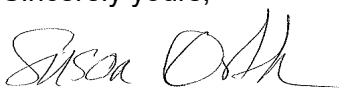
The revision adds two new requirements to non-residential properties:

- A permit limit of 25% of units on a multi-family complex located within 200-feet of a residential district, and
- A limit of 12 permits per building in a multi-family development.

The association looks forward to the discussions regarding these new restrictions on non-residential properties and is encouraging its members along with commercial property owners to provide their keen insights as the public legislative process moves forward.

The Santa Fe Association of REALTORS® appreciates efforts by city leaders to ensure this valuable, local green industry generating wealth for its citizens continues to be supported and encouraged while significantly enhancing the city's tourism and coffers, through much-needed tax collections.

Sincerely yours,



Susan Orth
President 2020
510 N Guadalupe, Santa Fe, NM 87501

CC: Mayor Alan Webber, Councilor Signe Lindell, Councilor Renee Villarreal, Councilor Carol Romero-Wirth, Councilor Michael Garcia, Councilor Roman Abeyta, Councilor Chris Rivera, Councilor JoAnne Vigil Coppler, Councilor Jamie Cassutt-Sanchez, Eli Isaacson – City Land Use Director, and Sally A. Paez – City Assistant Attorney

From: BERKE, NOAH L.
To: ISAACSON, ELIAS S.; PAEZ, SALLY A.
Subject: Fwd: Air BnB
Date: Wednesday, October 14, 2020 3:38:28 PM

Thanks!

Noah Berke, AICP, CFM
Planner Manager
Land Use Department
(505) 955-6647
(505) 490-5930

From: Natalie Bovis <natalie@theliquidmuse.com>
Sent: Wednesday, October 14, 2020 3:03:39 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Cc: getinvolved@airbnb.com <getinvolved@airbnb.com>
Subject: Air BnB

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Santa Fe governance,

I grew up in this town, and I'm a local business owner. I also make extra money (pre pandemic) renting out my guest room to tourists via Air bnB.

I have a SuperHost rating, which means that visitors to Santa Fe have a wonderful experience "living like a local" in my home. I am a great ambassador for Santa Fe because I have lots of recommendations for activities, restaurants, etc. I help to build Santa Fe's tourism economy by providing an affordable option for people who otherwise might not be able to afford a hotel, and would take their tourism dollars elsewhere.

I am sharing my desire to maintain the ability to host people in my own home, as should be my right. I do not think there should be limits as to how many times per 7 days it is rented. Some people only stay a day or two, and during the summerI have multiple visitors who are passing through town.

Santa Fe already is not terribly business-friendly… to the point that I have considered moving my small business to Albuquerque. It is really important that Santa Fe considers small business owners - including side cash from Air BnB - in its planning… or you will lose more homegrown locals, like myself, to more progressive cities which flow with the times… and having the option of home stays through Air BnB, or similar platforms, is the way of the future.

Respectfully,

Natalie Bovis
Founder, The Liquid Muse LLC
Co-Founder, OM Liqueurs
Founder, TACO WARS / NM Cocktail & Culinary Festival

Sent from my device, please excuse random typos and bizarre autocorrect

October 14, 2020

Dear Planning Commission:

Let me outline my concerns globally and then in detail, about this whole process.

1. Stakeholder engagement: There has been extremely poor citizen engagement related to this initiative. I am a stakeholder as a 34 year resident deeply committed to our neighborhoods and culture. I am also a small business owner and an owner of 3 Airbnb's in a commercial building which I put in in order to pay off my debt and hopefully have a retirement one day. I was NEVER notified by the City that the code that affects me and the long term value of my Airbnb business was being changed. Why?

2. Enforcement and revenue: Instead of focusing on a new regulation, why hasn't the City focused on enforcement and closing the loop on the illegal short term rentals? Allowing illegal Airbnbs has cost the City over ten millions dollars, as well as leaving potential safety and neighborhood equity issues. I believe that the City had engaged a contractor to assess this problem and then did nothing to address it. Why is that?

THIS ISSUE IS FAR MORE IMMEDIATE AND URGENT then all the man hours spent on a new code, especially given the fact the Airbnb has been greatly depressed during this pandemic. This is a major betrayal of public trust and fiduciary responsibility. Why is there such a profound disconnection between economy and policy priorities? How could the governing body have let the above happened? Why take all the effort to create new regulations that the huge number of illegal short-term rentals will just ignore? Literally millions of dollars have been lost and continue to be lost because of a lack of follow up.

3. What is the goal of the changes to the short-term rental code and <u>where is the data</u> to show that these changes could result in the desired outcomes? Can anyone assure the public that, given that the code has no economic analysis based upon actual Airbnbs, that illegal short-term rentals have skewed the formation of the current code?

In order to ensure that policy results in desired outcomes, we need to state the goals, understand the data and assumptions and have clear forecasts. It seems that there are incorrect assumptions being made and then policy developed around these incorrect assumptions. This is a waste of valuable City resources and poor governing. For example, at a previous planning meeting**, the Land Use Director, in addition to admitting that there has been no economic analysis, said at a previous planning meeting that Airbnb's were impacting affordable long-term rentals**. **At that meeting, the Director of Affordable Housing, Alexandra Ladd said that the impact of Airbnbs on affordable rentals is negligible.** So, Land Use is driving policy based upon no false assumptions and no economic data.

Shouldn't City staff have clear understanding of our current zeitgeist and on that basis make presentations of goals, assumptions and presentation of data to support changes to the City code?

Data that seems critical to appropriately design and support code changes include: How many Airbnb's are owned by property management companies? How many are individual citizens are using Airbnb to pay for their homes vs or possibly save for retirement? What is the economic impact of Airbnb small businesses on the grassroots of our local economy, verses downtown hotels which exports all their profits outside of our community? Where are Airbnb's located in the city? Wouldn't a visual map of illegal and legal Airbnb's be helpful to the Counsel when considering policy?

Given that Airbnb numbers have not climbed much in the last two years, it's valid to ask that, if there were no short-term illegal rentals, would the current code even need to be modified?

I think we need to have a map to understand where Airbnbs are impacting neighborhoods and then we should show the map with an estimate of the impact of the new regulations. We should drill down and see where in these neighborhoods the complaints have been. Are there just a few people making a lot of noise or is there a systemic problem. We don't know. No. Economic. Data. We must understand the goals and have data to evaluate the likely outcomes.

4. Other questions: The new plan calls for a 75-foot space between locations. Commissioner Faulkner raised this issue particularly and it was skirted by the Land Use Director. He said it would be too difficult. Why should down town, where the vast majority of Airbnb's are rented, be treated the same as Tierra Contenta where someone is obviously trying to make a bit more money to survive our high housing market? Why can't land use have different rules for different zones that might help a few people make a bit of extra money and have the tax advantages of running a small business?

Also, the 7-day rule is completely anti-small business. It seems to be written by our hotel lobby, which has tens of thousands of rooms, vs Airbnb which currently has about 800 permits. Why does the permit favor these hotels and large corps instead of the small grass roots businesses?

It is poor governance for the City to add regulations when they are not enforcing existing regulations, to change City code without engaging stakeholders and without clearly stated goals and data to support the projection that the code changes will meet code. I implore the City to first tackle the problem of illegal short term rentals, gather and publish data and make sound decisions about policy that would meet City goals.

Sincerely,

Marc Choyt

From: BERKE, NOAH L.
To: Teri Hackler; PAEZ, SALLY A.
Subject: RE: Vacation Rentals
Date: Thursday, October 15, 2020 12:25:58 PM

The public comment had closed on Monday. You can speak at tonights Zoom meeting by looking at the City of Santa Fe's website and clicking on the link to Weekly Meetings then Planning Commission.

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
Cell or Text: (505) 490-5930
Email: nlberke@santafenm.gov

Click here for Zoning Code Information

Click here for Property Information

https://www.alltogethersantafe.org/

From: Teri Hackler <terihackler@gmail.com>
Sent: Thursday, October 15, 2020 10:30 AM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Vacation Rentals

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am writing to say that if you limit vacation rentals to 1 per week that would greatly affect my income. Most of the people who stay with me stay 3 days, so I often have more than 1 in a week.

I appreciate your considering this.
Thank you very much,
Teri Hackler

From: BERKE, NOAH L.
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: FW: Short term rentals
Date: Wednesday, October 14, 2020 11:01:26 AM

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
Cell or Text: (505) 490-5930
Email: nlberke@santafenm.gov

Click here for Zoning Code Information

Click here for Property Information

https://www.alltogethersantafe.org/

From: kitty moss <moss.kitty@gmail.com>
Sent: Wednesday, October 14, 2020 10:59 AM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Short term rentals

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am writing to you as an Airbnb host who rents 8 miles from the Plaza in a rural area. If Hosts are limited to one rental in a seven day period it will effectively destroy the market for short term rentals. This is because short term renters rely on seasonal rentals which are typically 1-3 days at a time. Airbnb has gone to great lengths to assure that properties are sanitized properly between rentals. This is not a time to discourage what are essentially small business owners in favor of large institutional hotel owners. Thank you for your consideration. Katherine Moss

From: BERKE, NOAH L.
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: FW: October 15 Planning Commission Meeting
Date: Tuesday, October 13, 2020 2:38:07 PM

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
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https://www.alltogethersantafe.org/

From: elisenoble@post.harvard.edu <elisenoble@post.harvard.edu>
Sent: Tuesday, October 13, 2020 2:35 PM
To: Mayors Office <mayor@santafenm.gov>; VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov>; LINDELL, SIGNE I. <silindell@santafenm.gov>; ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>; Land Use Public Comment <landusepubliccomment@santafenm.gov>
Cc: GARCIA, MICHAEL J. <mjgarcia@santafenm.gov>; RIVERA, CHRISTOPHER M. <cmrivera@santafenm.gov>; ABEYTA, ROMAN R. <rrabeyta@santafenm.gov>; CASSUTT-SANCHEZ, JAMIE A. <jcsanchez@santafenm.gov>; COPPLER, JOANNE V. <jvcoppler@santafenm.gov>
Subject: October 15 Planning Commission Meeting

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Dear Mayor Webber and City Councilors:

Below are my comments for the upcoming meeting about short-term rentals. I wanted you to have a chance to consider them before the meeting and unfortunately missed the deadline for submission via Noah Berke. Please let me know if you have any questions.

Thank you.

Sincerely,
Elise Noble
2255 Old Arroyo Chamisa Road
505-699-7801
~~~~~~
~~~~~~

The draft **Short-term Rental Ordinance** raises some concerns.

In our 42 plus years in our home, we have experienced a marked decrease in the water we can draw from our well. Despite taking great care not to use too much at any one time, we have often run out of water. (We are not connected to City or to any other water supply source, and have added water storage tanks to help our supply problems.)

The Ordinance's **Purpose and Intent** makes clear that it intends (page 5)

> **to ensure that the operation of *short-term rental units* does not disrupt the character of the *city*'s residential neighborhoods or affect the quality of life of neighboring residents**.

However, nothing in the Ordinance addresses the issue of water quantity or water quality.

1. Water Quantity: Short term rentals add to use of water from our common water table, not only increasing showers and toilet flushes, but also adding loads of laundry for guests' sheets and towels. A neighbor's short-term rental significantly adversely affects our quality of life by decreasing our already diminished water supply.

2. Water Quality: A rise in water use increases the volume of toilet, shower, and laundry water that goes into a septic field. A septic installer next door to us began installing a leach field too close to our well. The installer grudgingly moved the leach field a few feet, barely outside the 100 foot legally required setback from our well.

The Ordinance needs to address issues of water quantity and water quality in areas served by wells and septics, issues that greatly affect quality of life.

3. Occupancy: Another matter of concern is on page 10 of the proposed Ordinance:

> **The total number of [persons]*guests* that may occupy [the]a *short-term rental unit* is twice the number of bedrooms[;].**

If an owner with four bedrooms lives in the house with a significant other, eight guests are allowed, bringing the occupancy to ten. With three children also at home, the permitted occupancy rises to thirteen.

Restoring the word <u>persons</u> where *<u>guests</u>* is now proposed would correct this problem.

4. Notice. Last, the **Required Notice for Short-term**

Rental *Permits* *(*page 15) includes no provision for those who receive Notice to raise concerns or objections.

I hope this omission will be corrected.

From: BERKE, NOAH L.
To: ISAACSON, ELIAS S.; PAEZ, SALLY A.
Subject: FW: Short-Term Rental Restrictions
Date: Wednesday, October 14, 2020 11:06:57 AM

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
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From: Sandra Noe <sandmnoe@gmail.com>
Sent: Wednesday, October 14, 2020 10:42 AM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Short-Term Rental Restrictions

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Submitted for consideration at the Thursday, October 15, 2020 Santa Fe Planning Commission meeting regarding regulations on short-term rentals.

Dear Commissioners,

Though I understand the desire to reduce traffic and unforeseen problems by limiting short-term rentals to one rental per 7-day period, I think it would behoove the Commission to consider that stipulation dependent on the location of the short-term rental.

My husband and I own a condominium at Fort Marcy condominiums, otherwise known as Fort Marcy Hotel Suites. The property is run as a hotel, renting individual condominiums short-term. There are a number of large parking lots on the property which reduce street parking.

We could have Fort Marcy Hotel Suites manage our property and have it booked as much as possible; however, it is not cost-effective for us to do so—Fort Marcy takes a 50% cut of proceeds. We pay our State taxes and Lodgers' Tax, contributing to a healthy local economy as do hotels and motels, so why restrict our ability to have a viable business?

Related to the desire to have a viable business, why can hotels have multiple properties but not

individual short-term owners? The guests hosted in short-term rentals just as readily spend money locally, visiting restaurants, shops, museums, etc., and contribute to the welfare of our economy. Restricting short-term rental ownership shows a limited understanding of the benefits of these properties in Santa Fe.

From our experience and communication with our guests, we know that our short-term rental will not reduce hotel and motel business. We have had guests who travel with family or friends. Many of their travel companions prefer hotels to short-term rentals, so I believe the thought that hotels will suffer is not accurate.

To summarize, please reconsider rental restrictions in a 7-day period based on location. And, please do not limit the number of short-term rentals an individual can operate.

Sincerely,
Sandra Noe
24 Timberwick Rd
Santa Fe, NM 87508
505-920-3055

From: Leroy Pacheco
To: PAEZ, SALLY A.
Subject: Fwd: Consideration of Bill No. 2020-__: An Ordinance Amending Section 14-6.2 SFCC 1987
Date: Thursday, October 15, 2020 9:39:46 AM

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Hi Sally,

I meant to copy you on this email.

Thank you,

Leroy N. Pacheco

Sent from my iPad

Begin forwarded message:

> **From:** Leroy Pacheco <leroypacheco@me.com>
> **Date:** October 15, 2020 at 9:36:48 AM MDT
> **To:** "BERKE, NOAH L." <nlberke@santafenm.gov>
> **Subject: Re: Consideration of Bill No. 2020-__: An Ordinance Amending Section 14-6.2 SFCC 1987**
>
> Hi Noah,
>
> Thanks for your email. Unfortunately I am unable to attend tonight's meeting. Will there be a public hearing component at tonight's meeting? If so, I noticed that on page 8 of the June 18, 2020 Planning Commission meeting, the city attorney (copied here) submitted written comments she had received after that meeting's deadline, into the public record. Is that a possibility with respect to my email below?
>
> Thank you,
> Leroy
>
> Sent from my iPad
>
> > On Oct 15, 2020, at 6:55 AM, BERKE, NOAH L. <nlberke@santafenm.gov> wrote:
> >
> > Hi Leroy,

Public comment closed on Monday so we cannot forward this to commissioners. I would encourage you to attend the public meeting tonight (the link is on the City's website) and speak. Thanks

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
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From: Leroy Pacheco <leroypacheco@me.com>
Sent: Wednesday, October 14, 2020 10:20 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Consideration of Bill No. 2020-__: An Ordinance Amending Section 14-6.2 SFCC 1987

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Dear Commissioners:

I recently became aware of the city's consideration of this proposed ordinance amendment regarding short term rentals. I understand and support the city's desire to protect the quality of its residential neighborhoods, which I believe is a shared value by those who visit our beautiful city and choose to stay in a private residence rather than a hotel. I am rather new to hosting visitors and do enjoy providing a more unique experience to those who prefer to visit Santa Fe in this way. As a licensed host, I have had about 6 months experience as a host pre-pandemic, and about as much time acting as a host through the current pandemic.

In this short time, the natural market forces have dramatically changed the character of who currently visits Santa Fe. It is unclear what a post pandemic world will look like with respect to tourism. The rich touristic opportunities (Folk Art, Spanish and Indian Markets, Santa Fe Opera, Balloon Fiesta) of the past, were dramatically halted in 2020 by the pandemic and disrupted the state and city's tourist economies. The current political division and

recent vandalism of the historic Civil War Monument on the plaza have added to a climate of angst in the city and further raised uncertainty for the future.

I question whether some elements of this proposed ordinance will further impinge on our city and state's ability to economically recover. Specifically the intrusion of the ordinance on the length of stay per 7 day period, and the proximity rule of no new permits within 50-feet of existing permits should be more fully and perhaps separately vetted with a thorough analysis of its compliance with federal private property law. I suggest these articles be excised from the current language in the interest of prudence as that analysis is done and the other more perfunctory articles move forward.

I also call into question the number of new permits being limited to 1,000. I have not seen the market data that would support this number, which in my uninformed opinion seems high and something that would better be left to market forces. The same goes for length of stay limitations previously cited, and which the current market forces are moving toward anyway, with rentals now going in the direction of longer stays for remote workers.

I also highlight that the Financial Impact Report (FIR) indicates negligible economic impact to the city, which suggests to me that observation for compliance and enforcement by city forces will not exceed the city's current efforts. It would be interesting to understand this proposed law in light of the most recently available short term tax collections, so that the council and others may better understand what market forces have done to the STR market in the short term and comparing results for both pre-pandemic, and in the current situation.

Thank you for consideration of these thoughts.

Leroy N. Pacheco

Sent from my iPad

October 14, 2020

Santa Fe Planning Commission
200 Lincoln Avenue
Santa Fe, New Mexico 87504

Dear Members of the Planning Commission,

On behalf of Airbnb, thank you for the opportunity to provide input on the City of Santa Fe's draft amendments to its Short-Term Rental (STR) Ordinance. We know that enacting balanced regulations that protect neighborhoods while preserving the benefits that STRs provide to the city and community is crucial.

We appreciate the city's recent changes to its draft amendments which clarify permit eligibility and host platform requirements. However, we remain concerned by a few provisions that would introduce new obstacles to hosting, with adverse impacts on the local tourism economy. We write to suggest revisions that we believe would improve the City's ability to implement balanced and effective STR regulations.

One Rental Per Seven-Day Period

We appreciate that the City allows STRs in a range of building types across residential and non-residential zones to help maximize their economic benefits. However, we are concerned that the intention of the "one rental per seven-day period" limitation is unclear, and may have negative consequences. Not only would this limit the overall amount of Lodgers' tax revenues generated for the city, but it would also harm local residents. The COVID-19 pandemic has had a disproportionate impact on the travel industry, including STR hosts and small businesses who rely on economic activity generated by tourism in their communities. Restricting rentals to one-per-week would reduce their flexibility to host during peak seasons. It particularly hurts more intermittent hosts who travel for one month, for example; this restriction will severely limit their ability to have multiple guests while they are out of town, limiting their ability to generate extra revenue for themselves. Moreover, the one day rental per seven day period is also incredibly complex to enforce given the likelihood that hosts may just jump back and forth between platforms and creates a system inherently designed to fail. We urge the City to remove this provision from the draft amendments, thereby allowing significant more flexibility to operators and creating less administrative burden for compliance staff.

One Permit Per Person

We encourage the City against limiting the number of permits per person. Taken alongside other provisions in the draft amendments - including the 1000 citywide permit cap, 50-foot separation requirement, and one rental per seven day period - this cap is overly restrictive and redundant. Santa Fe's economy relies on tourism, and vacation rentals have long been part of the lodging landscape. We ask the City to consider removing this provision, which could have negative future impacts on the hospitality industry, particularly as permits expire and operators retire. This would be consistent with the intent of the ordinance's grandfathering provision, make the supply more sustainable over time, and ensure the ability of Santa Fe residents to maintain an important economic lifeline.

* * *

Thank you for the consideration of all of the issues that we have raised regarding the proposed amendments. We would like to reiterate our willingness to collaborate with the City in developing a fair, balanced STR regulatory framework, and our comments here are offered in that spirit. We are happy to address any questions you may have.

Sincerely,



Toral Patel
Public Policy, Airbnb

From: BERKE, NOAH L.
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: Fwd:
Date: Tuesday, October 13, 2020 8:43:47 PM

Thanks!

Noah Berke, AICP, CFM
Planner Manager
Land Use Department
(505) 955-6647
(505) 490-5930

From: Amy Rose <amybeerose@gmail.com>
Sent: Tuesday, October 13, 2020 8:26:09 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject:

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Limiting one rental per 7 day period, is basically cutting my business income by 2 thirds.
What is the logic of this proposed ordinance?

Limiting 1 permit per person, destroys the basic business of vacation rentals.
Are these ordinances aimed at Gutting individuals/property owners using short term rental platforms?

I am totally bewildered.

From: BERKE, NOAH L.
To: ISAACSON, ELIAS S.; PAEZ, SALLY A.
Subject: Fwd: short term rental permit
Date: Tuesday, October 13, 2020 5:44:57 PM

Thanks!

Noah Berke, AICP, CFM
Planner Manager
Land Use Department
(505) 955-6647
(505) 490-5930

From: kim schilling <tthferry@yahoo.com>
Sent: Tuesday, October 13, 2020 5:12:39 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: short term rental permit

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A couple of pointers:
Many of us do this in order to maintain, improve and afford our house.
I assume the reason you are doing this is because you have accepted too many permits.
One a week? What would the purpose of that be. Many people prefer shorter rentals... Airbnb is good for Santa Fe... most of the people that I get are looking for a place that they are able to be out in the garden, perhaps make their own breakfast in a quiet area cleaned by conscientious cleaners. If they could not stay in an affordable house they would not come, they would chose another area. Not everyone wants to stay in a hotel especially during covid times.

From: BERKE, NOAH L.
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: FW: Changes to City Short Term Rental Ordinance
Date: Thursday, October 15, 2020 8:09:30 AM

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
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Email: nlberke@santafenm.gov

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From: BONNIE SMITH <bonnie.b.smith@comcast.net>
Sent: Wednesday, October 14, 2020 7:19 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Changes to City Short Term Rental Ordinance

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To: Santa Fe City Planning Commission Date:10/14/20

Subject: City Short Term Rental Ordinance

We are concerned that proposed changes to short term rental ordinances seek to eliminate or severely cripple short term rentals.

My wife and I own one house in the city currently licensed by the city as a short term rental under my wife's name. We bought the house 28 years ago anticipated occupying it as our retirement home. We rented it as a long term rental (greater than one year lease) for 26 years. We changed our retirement plans and eventually retired in Colorado and retained the house as an investment (under an LLC) and occasionally as a second home.

At the outset, we wish to inform you that our families have been legal New Mexico residents for three and four generations. In one case, prior to New Mexico becoming a state.

Our experience has been that our property has occasionally been significantly damaged by long term renters. Our short term renters have been much more considerate of us and our neighbors. We think this is generally the case.

We have the following comments regarding your current considerations:

A seven day minimum rental will significantly eliminate a segment of our market when normal travel resumes. Perhaps as much as 30% to 60% less.

The current pandemic has significantly distorted the market toward longer term rentals as some people escape high density cities. When travel increases the market will naturally move to shorter term.

We wish to operate with 3 day minimum (we like longer rentals but believe a significant part of the market is 3 day). From a practical standpoint, a motel or hotel can operate with a 2 to 4 hour room turn around. A short term house rental can operate with a 4 to 8 hour turn around due to its complexity and size.

Two short rentals on one property (house and casita) is practical and workable in our opinion. Although not our situation, we can foresee problems with restrictions on developments with condos where owners wish to occasionally use the property and short term rent otherwise.

We think the current city ordinances regarding short term rentals are appropriate. Few if any changes are needed.

HOA and neighborhood associations will take care of regulations beyond city ordinance for short term rentals.

We have found that Airbnb management strategy is very effective at helping to manage use of short term rentals.

Thank you for your attention.

Another Issue: Repair of damage done by violence, intimidation and lawless actions by recent violent groups in plaza area.

How is the Planning Commission going to address the damage done to the plaza and Indian restaurant by the violence in the recent weeks? We demand **restoration**, not replacement of historical monuments and structures.

What legislation did not accomplish, violence and lawlessness accomplished while city government, city management and law enforcement willfully looked away!

Bonieta Smith and Marvin Smith

From: BERKE, NOAH L.
To: PAEZ, SALLY A.; ISAACSON, ELIAS S.
Subject: FW: Comment on Consideration of Bill No. 2020-__ re: Short-Term Rental Permits
Date: Thursday, October 15, 2020 5:34:12 PM

Noah Berke, AICP, CFM
Planner Manager
City of Santa Fe Land Use Department
Office: (505) 955-6647
Cell or Text: (505) 490-5930
Email: nlberke@santafenm.gov

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https://www.alltogethersantafe.org/

From: Israel Sushman <isushman@isushman.com>
Sent: Thursday, October 15, 2020 3:21 PM
To: Land Use Public Comment <landusepubliccomment@santafenm.gov>
Subject: Comment on Consideration of Bill No. 2020-__ re: Short-Term Rental Permits

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Using city ordinances to throttle a powerful and natural market shift to integrating short term stays into the travel industry and offered by individual families is akin to supporting the horse-shoeing industry by banning auto repair shops! The market has already moved on and organizations such as Booking.com offer a blended approach, offering a choice of kinds of experience: individual homes, hotels, or other experiences. What should and could happen is that the housing markets should be protected by not allowing wholesale conversion of real estate to Airbnb and VRBO properties. In Los Angeles, Airbnb has been limited to units that are the primary residence of the owners. This reflects the true original vision of Airbnb. Limiting the number of stays a week a host can offer seems unenforceable to me.

Additionally, in an era in which retired people no longer benefit from pensions, AirBnB is a solution for seniors who have never been able to save enough for retirement due to market crashes, the volatility of the job market, real estate losses, and the COVID-19 pandemic. In my case, I was diagnosed with Parkinsons ten years ago and had to leave a lucrative corporate job early. Income from Airbnb for us is under $2,000, and is essential income for my husband and me, without which we would need to turn to state resources to help us survive. Since we live on the property and monitor all activity of our guests, we don't believe having people stay in our home is a detriment

to our Santa Fe community. It is also something we really enjoy, meeting all sorts of interesting people. We believe what we offer is a service that is valuable to the community.

Israel Sushman
Nancy J. Murray
Santa Fe, NM
505.780.8839
isushman@gmail.com
nancyjanemurray@gmail.com

From: BERKE, NOAH L.
To: ISAACSON, ELIAS S.; PAEZ, SALLY A.
Subject: Fwd: Proposed Changes to STR Ordinance - Public Comment for Meeting of October 15th
Date: Wednesday, October 14, 2020 8:37:21 AM

Thanks!

Noah Berke, AICP, CFM
Planner Manager
Land Use Department
(505) 955-6647
(505) 490-5930

From: Richard A Woodruff <richardwoodruff@yahoo.com>
Sent: Wednesday, October 14, 2020 8:31:09 AM
To: LINDELL, SIGNE I. <silindell@santafenm.gov>; VILLARREAL, RENEE D. <rdvillarreal@santafenm.gov>; GARCIA, MICHAEL J. <mjgarcia@santafenm.gov>; ROMERO-WIRTH , CAROL <cromero-wirth@santafenm.gov>; RIVERA, CHRISTOPHER M. <cmrivera@santafenm.gov>; ABEYTA, ROMAN R. <rrabeyta@santafenm.gov>; CASSUTT-SANCHEZ, JAMIE A. <jcsanchez@santafenm.gov>; COPPLER, JOANNE V. <jvcoppler@santafenm.gov>; Land Use Public Comment <landusepubliccomment@santafenm.gov>
Cc: Kathy Komoll <kkomoll@newmexicohospitality.org>; Paco Arguello <paco@sfar.com>; Fran Maier <franvacationrental@gmail.com>; Dana Lubner <dana@rentresponsibly.org>; David Krauss <david@rentresponsibly.org>; Alexa Nota <alexa@rentresponsibly.org>
Subject: Proposed Changes to STR Ordinance - Public Comment for Meeting of October 15th

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Good morning All,

I am taking this opportunity to provide further comment to the Land Use Office regarding the proposed changes to the STR Ordinance to be discussed at the meeting of October 15th.

To Follow:
It is assumed by the council (reference article below) that the 1600 (a few less as I believe it is around 1450) rentals listed on Airbnb and VRBO demonstrate that there are scofflaws to the existing ordinance. Although that is likely true to a limited extent, the council fails to take the following into consideration:

1. Not all rentals listed on Airbnb and VRBO require a permit; for two reasons:
    a. Some are longer term rentals exclusively (more than 30 days), and therefore do not require permits
    b. Some of the listing are not within the City limits, rather in Santa Fe County, and therefore do not require a City permit
2. Taxes, for all listings, are automatically collected and remitted to the State and

the City directly by VRBO. Taxes do not pass through the listing. This has been the case since mid-2019. Also, taxes are withheld for the longer-term rentals although taxes should not be applied. VRBO and Airbnb does not give a listing permission to exclude the taxes.

3. Some listings are duplicates both on the various listing engines as well as on each listing engine. Some have listed homes twice for marketing purposes.

Our conclusion should be: An impact study should be performed of the listings on VRBO/Airbnb to determine the actual compliance taking into account the points above. I am certain they will determine that the size of the problem is rather small. Once the problem is isolated, the City can pursue the violators.

All the best,
Richard

Santa Fe city councilor says many short-term rentals operating illegally

by: Stephanie Chavez

Posted: Oct 12, 2020 / 05:41 AM MDT / Updated: Oct 12, 2020 / 05:43 AM MDT

SANTA FE, N.M. (KRQE) – The City of Santa Fe is cracking down on short-term rentals, saying hundreds of them are not permitted and could face fines. There are also still a couple hundred permits up for grabs.

Santa Fe is losing $3.8 million annually to short term rentals, according to a survey done in 2019. "They're just not paying it when people come and rent, they're just not paying it," says City Councilor Carol Romero-Wirth.

Romero-Wirth says that's why the city recently capped the number of short-term rental permits at 1,000. Still, she says, there are about 1,600 of these rentals, through websites like Airbnb, operating across the city.

She says about half of them are not following the city's ordinance, requiring them to register the rental and get a permit. "There's something like 800 that are permitted," she says.

Romero-Wirth is supportive of these rentals but wants them to come into compliance, saying the lost revenue isn't the only problem they're causing. "That's had a negative impact on the neighborhoods, the neighbors are feeling like the character of the neighborhood doesn't feel the same," Romero-Wirth says.

The city planning commission this week will hear a proposed amendment to the current ordinance that would have code enforcement officers cracking down on people who aren't permitted and inform them about the remaining 200 permits that are available.

"And then once we hit that 1,000 level cap, those houses that can't get

permits maybe will become longterm rentals [that] help with our housing shortage," Romero-Wirth says. According to the councilor, because of the budget deficit, they will not be hiring any more enforcement officers for this extra enforcement, if this amendment passes.

City of Santa Fe, New Mexico

memo

Date: October 22, 2020

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

From: Members of the Planning Commission

Via: Sally A. Paez, Assistant City Attorney

Subject: Commission's Comments on 2nd Draft of Proposed Amendments to Short-term Rental Ordinance

---

On Thursday, October 15, 2020, the Planning Commission held a public hearing to consider the second draft of proposed amendments to the Short-term Rental (STR) Ordinance, Santa Fe City Code (SFCC) Section 14-6.2(A)(5)-(6), (8). The Commission voted unanimously to recommend that the Governing Body adopt the proposed legislation. In this memorandum, the Commission provides additional comments for consideration by the Governing Body and other committees prior to adoption.

Under the SFCC, proposed amendments to the text of Chapter 14 must be submitted to the Commission for review and recommendation at a public hearing, and the Governing Body must review the Commission's recommendations and any public comments received prior to taking final action on the legislation. SFCC § 14-3.3(A)(4).

Twenty-one people provided live public comment at the October 15, 2020 hearing. The Commission also received timely written comments from the Santa Fe Association of Realtors. We understand that City staff received additional written comments after the comment deadline. Although late comments were not submitted to the Commission for consideration on October 15, staff volunteered to compile late written comments and submit them for consideration at subsequent committee meetings and hearings.

The Commission offers the following comments for consideration by the members of the Governing Body.

1. **Permit Not Transferrable [page 7, lines 9-16]:**

Subparagraph 14-6.2(A)(5)(c)(iv) of the draft legislation would retain the existing limitation on permit transfers and states that "a permit is not transferrable to another person or property." This limitation would apply only to short-term rental units located on residentially zoned property. The second draft of the legislation clarifies that a transfer that does not result in new ownership of the property, such as the transfer to a trust or LLC, does not constitute a transfer for purposes of this subparagraph.

The Commission suggests consideration of further amendments to this provision, based on the following concerns: (1) this provision could have a negative impact on families and communities because it would prevent transfers to spouses and immediate family members, including in situations where there is a death in the family; and (2) if a property owner invests in restoring and maintaining a house or historic property, a subsequent buyer should be able to realize the benefit of the rental income.

2. Frequency of Rental [page 7, lines 17-18]:

Subparagraph 14-6.2(A)(5)(c)(v) of the draft legislation would retain the following limitation, which currently exists in the ordinance: "A permitted short-term rental unit shall not be rented more than once within a seven (7)-day period." The limitation would apply only to short-term rental units located on residentially zoned property.

The Commission notes that more than half of the public commenters objected to the inclusion of this provision within the ordinance. Commenters noted that this limitation is difficult to understand, enforce, and apply; that this limitation poses an unnecessary restriction on short-term rental owners and operators who are trying to generate income; and that this limitation reduces employment opportunities, economic activity, and tax revenue in the City.

A majority of the Commissioners concluded that the one rental within a seven day period provision is more restrictive than necessary and warrants further consideration, based on the following concerns: (1) allowing owners and operators to manage rentals in a more flexible manner permits them to maintain and improve their properties and to stimulate the economy; and (2) this provision has not been enforced in the past, and given enforcement capabilities, this provision will be difficult to enforce in the future.

3. <u>Proximity to Residentially Zoned Property [page 8, lines 12-15]:</u>

Subparagraph 14-6.2(A)(5)(d)(2)(A) would limit the density of short-term rental units on non-residentially zoned properties that are within close proximity to residentially zoned property as follows: “If a multiple-family dwelling development located within two-hundred (200) feet of residentially zoned property contains four (4) or more dwelling units, the land use director shall not issue short-term rental registrations for more than twenty-five (25%) of such dwelling units, rounded down to the nearest whole number.”

Several commenters objected to this provision at the October 15, 2020 hearing. The Commission recommends further consideration of this provision because it would treat short-term rental, which is a permitted use in the Business Capitol District, differently than other commercial uses, including hotels and motels, which may have greater negative impacts on neighboring residential areas. If this provision is retained, the Commission suggests revising it, because the way it is currently drafted, a three-plex located within the 200’ buffer zone could have three registered short-term rental units, whereas a four-plex located within the 200’ buffer zone could have only one registered short-term rental unit (25%).



Short Term Rentals and Access to Housing in Santa Fe

Kelly O'Donnell PhD
O'Donnell Economics & Strategy

June 2019

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Thornburg Foundation



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Funding for this report provided by the Thornburg Foundation
505.467.7853 | 2300 N. Ridgetop Rd., Santa Fe, NM 87506
www.thornburgfoundation.org

FINDINGS:

The number of STRs in Santa Fe has increased markedly since 2014.

STR growth is slowing, suggesting that Santa Fe's STR market is nearing saturation.

About 60 percent of Santa Fe's 1,444 active whole-unit STRs are registered with the City.

Santa Fe's 646 STR hosts earned $54 million from their Santa Fe properties in 2018, an average of over $80,000 per host per year.

Although 80 percent of hosts list only one STR property, over 100 Santa Fe hosts list two or more entire homes. The city's top 15 hosts account for 381 active STRs, over one-quarter of the Santa Fe market.

Non-compliance with the Lodgers and Gross Receipts taxes by STR hosts is costing the City of Santa Fe $3.8 million annually.

Non-compliance with the gross receipts tax, which appears to be almost universal among STR hosts, is costing the City $1.6 million each year.

Fifteen percent of single family homes listed on Santa Fe County's tax rolls have owners who reside outside New Mexico. In central Santa Fe the percentage of absentee owners exceeds 20 percent. The city's current STR registry does not include registrants' primary address, thus it is difficult to determine how many STRs are 'hosted' by out-of-state entities.

Incentives to construct new Accessory Dwelling Units (ADUs) or use ADUs as long term rentals can help to increase Santa Fe's housing supply, but such policies, even if very successful, can make only a small dent in Santa Fe's profound shortage of affordable housing and must therefore be part of a larger package of housing reforms and investments.

RECOMMENDATIONS:

Enforce registration requirements. Ensure that all active STRs are registered with the City by actively seeking out unregistered properties and punishing non-compliance.

Educate STR hosts about their obligation to pay both the Lodgers Tax and the Gross Receipts Tax, even if the platform(s) on which they list their properties cannot, or will not, automatically collect and remit one or both taxes. The City can improve GRT compliance by requiring STR hosts to supply a CRS number at registration and advising hosts of the correct NAICS code under which to report their STR gross receipts. At the state level, rescinding property tax breaks for second homes can make taxes more equitable and generate additional revenue for affordable housing.

Invest in affordable housing. All additional revenue attributable to enforcement of the GRT and Lodgers tax should be dedicated to the City's Affordable Housing Trust Fund. The City can take advantage of recent legislation de-earmarking certain local option gross receipts taxes to direct more gross receipts tax revenue to housing.

Reduce barriers to construction of affordable housing by:

- Reducing costs associated with permitting, impact fees and water rights for affordable housing developers.
- Revising zoning standards to eliminate conflicting requirements and encourage development of mixed-used affordable housing projects.
- Streamlining the development approval process to expedite affordable housing approvals while ensuring adequate community input.
- Reducing regulatory barriers to ADU construction.

Support state legislative proposals that fund affordable housing and promote tax fairness:

- Limit the 3 percent cap on annual valuation increases to owner-occupied homes so that the property tax on vacation homes and STRs is based upon true market value and tax burden is distributed more equitably.
- Authorize local governments to impose an occupancy surtax on STRs to fund affordable housing.

Lack of affordable housing is one of the greatest challenges facing Santa Fe in 2019. Recent proliferation of short term rentals (STRs) marketed on platforms like Airbnb has contributed to the rapid escalation of home prices and rents. Although additional regulation of STRs may be called for at some point, enforcement of existing regulations and taxes is a critical first step toward minimizing the impact of STRs on access to affordable housing. More vigorous enforcement of STR registration requirements and increased Gross Receipts and Lodger's Tax compliance by STR hosts could generate as much as $3.8 million in annual revenue that the City could *and should* put toward affordable housing.

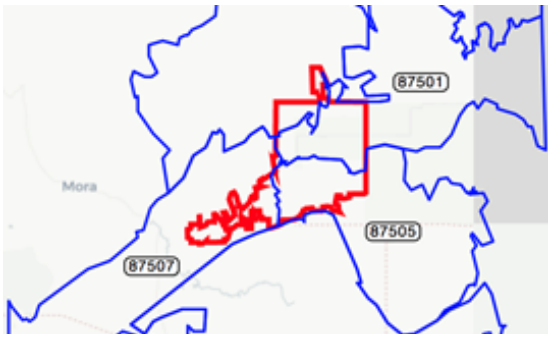
Short Term Rentals in Santa Fe

There are over 1,600 active short term rentals (STRs) in the City of Santa Fe. Ninety percent of the city's STRs (1,444 units) are entire houses or apartments. Over half of Santa Fe's whole-unit STRs are available all year, indicating that they serve solely as short-term rentals.

Table 1: 2018 revenue whole-unit STRs by zip code

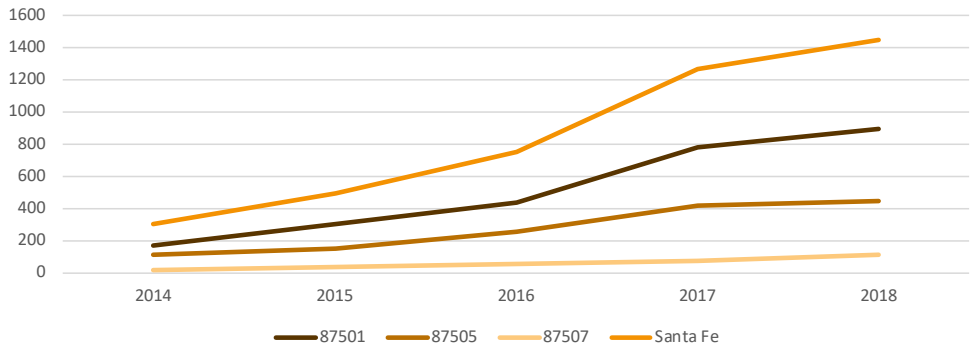
Zip Code	2018 Revenue
87501	$33.8 MM
87505	$17.3 MM
87507	$2.9 MM
Grand Total	$54.0 MM

Figure 1: Santa Fe city limits and zip code boundaries



Between December 2014 and December 2018 the number of whole-unit STRs increased 380 percent, climbing from roughly 300 to 1,444 (Figure 2).

Figure 2: Whole house/apartment STRs, Santa Fe 2014-18



Source: AirDNA (See: "Data Used in this Analysis" at the end of this report)

As of March 2019, the STR registry maintained by the City of Santa Fe listed 871 STRs, or about 60 percent of active whole-unit properties.

STR Hosts and Market Concentration

The 1,444 whole-unit STRs currently active in Santa Fe are operated by approximately 646 individual hosts. Although 80 percent of hosts list only one STR property, over 100 Santa Fe hosts list two or more entire homes. The city's top 15 hosts account for 381 active STRs, over one-quarter of the Santa Fe market.

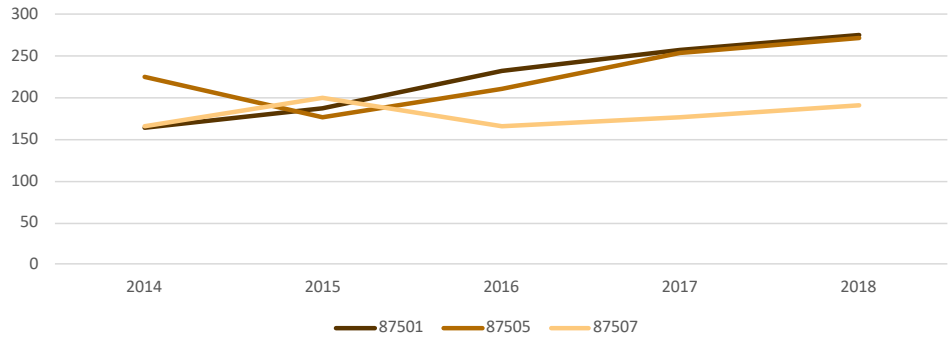
STR Revenue and Market Saturation

Santa Fe's STR market generated over $54 million in revenue in 2018, an average of $83,591 per host.

STR rates are determined by supply and demand. When demand for a particular type of property exceeds supply, hosts can charge more. As the supply of STRs increases, competition among hosts drives prices down. Average daily revenue is thus one indicator of STR market saturation.

Despite recent dramatic increases in the number of STRs active in Santa Fe, average daily revenue continues to increase faster than inflation, indicating that Santa Fe's STR market is maturing but has yet to reach saturation (Figure 3).

Figure 3: STR average daily revenue by zip code



Source: AirDNA

Tax Collections

Non-compliance with the Lodgers and Gross Receipts taxes by STR hosts is costing the City of Santa Fe $3.8 million annually. Although Lodgers tax compliance has improved recently, the City is still collecting less than half of the revenue it appears to be entitled to. Non-compliance with the gross receipts tax, which appears to be almost universal among STR hosts, is costing the City $1.6 million annually.

Short term rentals are subject to Santa Fe's 7 percent Lodgers Tax and the New Mexico Gross Receipts Tax, which currently totals 8.44 percent within the city limits.

Lodger's tax is voluntarily collected and remitted to the city by some, but not all, short term rental platforms. In 2018 the City collected $1.6 million in lodgers tax from STRs, or about 42 percent of the tax due on $54 million in receipts.

Revenue from the gross receipts tax is shared by city, county and state governments. City local option tax increments account for 1.81 percentage points of the GRT and the state returns an additional 1.225 percentage points of GRT collections to the City in the form of a municipal credit, bringing the City's share of the GRT collected within city limits to 3.04 percentage points, or 36 percent of total collections.

Although Airbnb voluntarily collects and remits Santa Fe's Lodger's Tax, none of the STR platforms currently collect New Mexico's GRT. ***The lack of automated collections does not exempt STR hosts from GRT, but very few Santa Fe hosts appear to be paying the tax.*** In fact, review of data from the New Mexico Taxation and Revenue Department (TRD) indicates that Santa Fe STRs paid $95,225 in GRT in fiscal year 2018, about 2 percent of the $4.6 million in GRT due on $54 million in receipts.

Figure 4 shows the gross receipts tax due on $54 million in STR receipts by taxing jurisdiction. Full compliance with the GRT by STR hosts would generate $1.6 million for the City, over $800,000 for Santa Fe County and over $2 million for the State of New Mexico.

Figure 4: Gross receipts taxes due on 2018 Santa Fe STR revenue

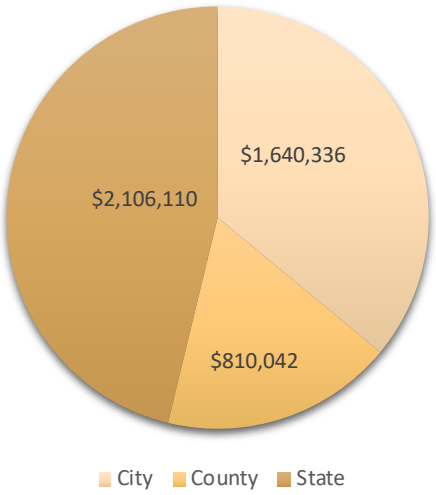


Table 2 shows the full fiscal impact on the City of Santa Fe of non-compliance with existing taxes by STR hosts.[1]

Table 2: Fiscal impact of STR tax non-compliance

	GRT	Lodgers	Total
Total Due	$1,640,336	$3,780,197	$5,420,533
Collections	-$34,281*	-$1,600,000	-$1,634,281
Net Fiscal Impact	$1,606,055	$2,180,197	$3,786,252

*Source: New Mexico Taxation and Revenue rp80 FY 2018
City of Santa Fe NAICS code 72119 and 721199

The estimate of foregone GRT is based on analysis of TRD's Quarterly RP-80 reports, which provide data on taxable gross receipts by local government jurisdiction and industrial sector. TRD classifies businesses using six-digit North American Industry Classification System (NAICS) codes. Short term rentals fall under NAICS code 721199 which comprises "establishments primarily engaged in providing short-term lodging (except hotels, motels, casino hotels, and bed-and-breakfast inns)."

Sometimes taxpayers inadvertently report gross receipts under the wrong NAICS code. This is particularly true for taxpayers who engage in multiple types of taxable business activity. It is possible that some of the GRT revenue not showing up under 721199 is being reported under a different NAICS code.

Lodgers Surtax

State law earmarks all Lodgers Tax revenue for promotion of tourism.[2] Legislation considered by the 2019 New Mexico State Legislature[3] would have authorized the imposition of an occupancy surtax of up to 2 1⁄2 percent of the gross taxable rent on STRs. The new surtax would be added onto the lodgers taxes STR hosts are already required to pay, but the additional revenue would be dedicated to affordable housing.

Impact on Affordable Housing

The conversion of houses and apartments into short-term rentals reduces the supply of housing, putting upward pressure on rents and home prices citywide. Since December 2014, the number of STRs in Santa Fe has increased by an average of 50 percent per year. During that same period, rents increased by an annual average of 4.9 percent and median home prices rose by an annual average of 10 percent.

The extent to which STRs have contributed to the rapid escalation of Santa Fe's housing costs is not known with certainty; but, based on results of a national study, it appears that about 20 percent of the city's housing cost growth since 2014 can be attributed to the proliferation of STRs.

[1] Note that collections of GRT in Table 3 reflect only the City's 36 percent share of GRT revenue generated within city limits.

[2] 3-28-21 NMSA 1978

[3] S.B. 7, 54th Legislature, 2019 Reg. Sess. (NM)
Bill text and analysis available at: https://www.nmlegis.gov/Legislation/Legislation?Chamber=S&LegType=B&LegNo=7&year=19

Table 3: Santa Fe housing stock by zip code

	87501	87505	87507
Total Housing Units	10,374	17,382	20,019
Owner Occupied	5,125	8,830	12,697
Renter Occupied	2,878	6,171	5,914
Vacant homes	2,371	2,381	1,408
Entire house/apt STRs (12/18)	889	447	108
STRs as a percent of housing stock	8.6%	2.6%	0.5%

*Includes vacation homes

The immediate impact of STRs is concentrated in the areas of town most popular with tourists. Table 3 shows the supply of housing and the number of whole house/apartment STRs by zip code. Not surprisingly, Santa Fe's STRs are clustered in the downtown area. Over 60 percent of STRs are located in zip code 87501. STRs also consume a far larger share of the total housing stock in 87501 than they do in either 87505 or 87507.

Also noteworthy are the large number of homes in 87501 and 87505 classified as 'vacant.' These houses are primarily second homes.[4] According to the Santa Fe County Assessor's Office, 15 percent of single family homes listed on the County's tax rolls have owners who reside outside New Mexico. In central Santa Fe the percentage of absentee owners exceeds 20 percent. The city's current STR registry does not include registrants' primary address, thus it is difficult to determine how many STRs are 'hosted' by out-of-state entities.

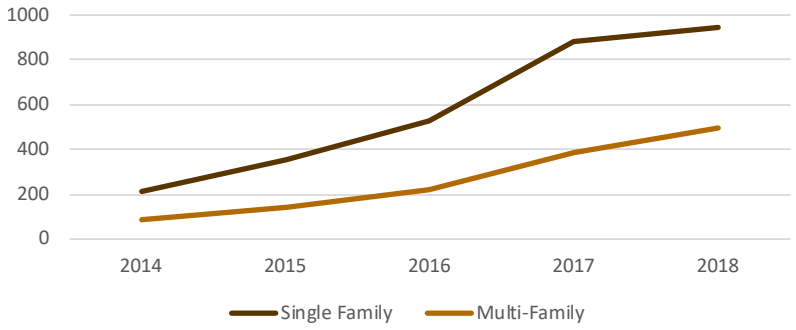
Property Tax Subsidies for Vacation Homes & STRs

Provisions of New Mexico's property tax code originally intended to help low and moderate income homeowners stay in their homes now subsidize the purchase of second homes and STRs by out-of-state residents. In 2001, the State enacted a law prohibiting assessors from raising the valuation of residential property by more than 3 percent annually, provided that the property did not change owners. The law was intended to prevent long-time resident homeowners from being forced from their homes by high property taxes, however its provisions also apply to residential property that is not the owner's principal place of residence (e.g. vacation homes and STRs.) Limiting the 3 percent cap to primary residences has been suggested as a way to both decrease the property tax burden on state residents and raise additional funds that could be put toward affordable housing.

[4] The Census Bureau classifies homes that are not a primary residence as vacant.

Figure 5 shows the growth in number of whole-unit STRs by housing type. Growth in the number of single family homes being used as STRs appears to be leveling off while the number of STRs in multi-family developments continues to increase rapidly.

Figure 5: *Santa Fe whole-unit STRs by type*



Source: AirDNA

The City of Santa Fe permitted the construction of 587 new residential units in between March 2018 and 2019 (Table 5). During the same period, about 170 whole houses/apartments were added to the city's inventory of STRs, diminishing net growth in the housing stock by about 29 percent.

Table 5: Residential Building Permits, City of Santa Fe
3/2018 – 3/2019

Type	Units
Guesthouse (Accessory Dwelling Unit)	19
New Single Family housing	248
Units in Multifamily developments	320
Total housing stock additions	587

Source: City of Santa Fe

Downtown and eastside property values and rents are already quite high and thus few low- or moderate-income Santa Fe residents are directly displaced by STR conversions. However, the loss of long term housing in affluent neighborhoods increases the demand for housing in other parts of the city, creating a domino effect that ultimately results in higher housing costs citywide.

The size of this impact is hard to pinpoint and likely varies by location. A recent national study found that every 1 percent increase in the number of STRs produces a .024 percent increase in rents and a .037 percent increase in housing prices.[5] Since December 2014, the number of STRs in Santa Fe has increased by an average of 50 percent per year. During that same period, rent for a single family home increased by an annual average of 4.9 percent and median home prices rose by an annual average of 10 percent. If Santa Fe follows the trend observed nationally, this level of STR growth would translate into a 1.2 percent annual increase in rents and a 1.8 percent annual increase in home prices over the four-year period.

Home prices and long-term rents both rose substantially between December 2014 and December 2018. Table 6 shows the percent growth in purchase price and monthly rents for single family homes in Santa Fe.

Table 6: Santa Fe Single Family Homes, Percent Change in Housing Costs by Zip Code 12/2014 - 12/2018

Zip code	Purchase Price	Median Rent
87501	28%	19%
87505	48%	22%
87507	41%	15%

Data acquired from Zillow.com/data on April 1, 2019.

[5] Barron, K., Kung, E. and Proserpio, D., The Sharing Economy and Housing Affordability: Evidence from Airbnb (March 29, 2018). Available at SSRN: http://dx.doi.org/10.2139/ssrn.3006832

Accessory Dwelling Units

An accessory dwelling unit (ADU) is a second dwelling unit on the same property as the main house. The ADU is owned by the owner of the main house and the two houses cannot be bought or sold separately. When ADUs are used as long-term rentals (LTRs) they are additions to the housing stock that provide low density housing and alternatives to large scale apartment complexes.

ADUs constituted about 3 percent of new residential units permitted by the City of Santa Fe between March 2018 and March 2019 (Table 5). Increasing the number of ADUs used as long-term housing could help to increase the supply of housing available to Santa Fe residents. In a 2018 report, the Santa Fe Housing Action Coalition, a group of business interests and non-profits that includes many Santa Fe affordable housing providers, recommended that the City remove regulatory barriers to ADU construction by minimizing parking requirements when adequate on-street parking is available, allowing second story ADUs where permitted by zoning, permitting flexible setbacks and reducing lot coverage requirements, and eliminating owner-occupancy requirements for long-term rental units.[6]

While incentives to construct new ADUs or/and utilize ADUs as long-term rentals can help to increase Santa Fe's housing supply, such policies, even if very successful, can make only a small dent in Santa Fe's profound shortage of affordable housing and must therefore be part of a larger, more ambitious package of affordable housing reforms and investments.

RECOMMENDATIONS:

The results of this analysis have important policy implications for the City of Santa Fe. Although more stringent regulation of STRs may be called for at some point, rigorous enforcement of current law is an essential first step toward minimizing the negative impact of STRs and generating revenue with which to offset those effects.

Enforce registration requirements. Ensure that all active STRs are registered with the City by actively seeking out unregistered properties and levying fines for non-compliance.

Educate STR hosts about their obligation to pay both the Lodgers Tax and the Gross Receipts Tax, even if the platform(s) on which they list their properties cannot, or will not, automatically collect and remit one or both taxes. The City can improve GRT compliance by requiring STR hosts to supply a CRS number at registration and advising hosts of the correct NAICS code under which to report their STR gross receipts.

Invest in affordable housing. Additional revenue attributable to enforcement of the GRT and Lodgers tax should be dedicated to the City's Affordable Housing Trust Fund. State law enacted in 2019 de-earmarked a number of municipal and county local option taxes, allowing local governments greater discretion in allocating GRT revenue. The City of Santa Fe can take advantage of this new flexibility to

[6] Santa Fe Housing Action Coalition (2018) Casitas Build Community Accessory Dwelling Unit Regulatory Recommendations. Retrieved from: https://santafehousingaction.org

direct additional GRT revenue from STRs to affordable housing.[7] At the state level, rescinding property tax breaks for second homes can make taxes more equitable and generate additional revenue for affordable housing.

Reduce barriers to construction of affordable housing by:

- Reducing compliance costs associated with permitting, impact fees and water rights.
- Revising zoning standards to eliminate conflicting requirements and encourage development of mixed-used affordable housing projects.
- Streamlining the development approval process to expedite affordable housing approvals while ensuring adequate community input.
- Reducing barriers to ADU construction by amending the City's ADU ordinance to:
  - Allow parking requirements to be met with on-street parking, when available.
  - Replace the current requirement that ADUs be "of the same architectural style as the main house" with the requirement that ADUs follow existing neighborhood design guidelines.
  - Allow for two-story casitas if already permissible in the neighborhood.
  - Discourage the use of ADUs for STRs by requiring that the homeowner live on the property.
  - Encourage the use of ADUs for long term rentals by eliminating owner-occupancy requirements for long-term rental units.

Support state legislative proposals that fund affordable housing and promote tax fairness:

- Limit the 3 percent cap on annual valuation increases to owner-occupied homes so that the property tax on vacation homes and STRs is based upon true market value and tax burden is distributed more equitably.
- Authorize local governments to impose an occupancy surtax on STRs to fund affordable housing.

Data Used in This Analysis

This analysis utilizes a property performance dataset purchased from AirDNA in March 2019.[8] AirDNA is a data analytics company that aggregates data from STR platforms using a process known as web scraping and uses algorithms to sort through the data and identify unique properties and STR hosts. The resulting data present a generally accurate picture of the STR market but can be somewhat imprecise at the individual property level. To enhance accuracy, estimates derived from the AirDNA data were cross-checked against aggregate results for the City of Santa Fe produced by Host Compliance, another major purveyor of STR data.

Additional data sources utilized in this report include the US Census American Community Survey (ACS), Zillow, New Mexico Taxation and Revenue Department, the Santa Fe County Assessor's Office, and the

[7] 2019 N.M. Laws, ch. 274.

[8] https://www.airdna.co/custom-vacation-rental-reports

City of Santa Fe Land Use Department. ACS data were used to estimate baseline housing supply. Data acquired from Zillow.com were used to track property values and rents over time. The Assessor's Office provided data on all properties listed on the Santa Fe County tax rolls from 2015 through 2019. The City's Land Use Department provided access to the STR registry and provided a listing of residential building permits issued since 2014.

City of Santa Fe, New Mexico

memo

Date: October 20, 2020

To: Mayor Alan Webber and City Council

From: Alexandra Ladd, Director
Office of Affordable Housing

Re: Request to Publish Notice of Public Hearing for the CDBG 2019-20 CAPER

ACTION REQUESTED:
Approve publication of a Notice of Public Hearing for the November 10, 2020 City Council meeting. The purpose of the public hearing is to solicit public comments and discussion on the 2019 – 20 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REVIEW (CAPER).

BACKGROUND:
The Community Development Block Grant (CDBG) requires that the Consolidated Annual Performance Evaluation Review (CAPER) is submitted to United States Department of Housing and Urban Development (HUD) 90 days after the end of the program year. Due to administrative delays related to pandemic restrictions, HUD extended the deadline for submittal to 180 days. The report details accomplishments of CDBG-funded subrecipient activities as well as the financial status of the CDBG for the prior funded year.

ITEM AND ISSUE:
The City's CDBG Citizen Participation Plan, required by HUD, requires that Santa Fe residents be given adequate time to review the City's use of CDBG funds. As part of this effort, the City makes the CAPER available for a 15-day public comment period, presents the Plan at public meetings and holds a public hearing prior to submitting the CAPER to HUD. Because of restrictions related to the COVID-19 pandemic, paper copies are not available this year unless upon request and all public meetings are broadcast virtually. The public meeting schedule is as follows:

- Community Development Commission public meeting — October 21, 2020
- Request to Publish Notice of Public Hearing at City Council — October 28, 2020
- Finance Committee public meeting — November 2, 2020
- Quality of Life Committee public meeting — November 4, 2020
- Public Hearing at City Council meeting — November 10, 2020

Thank you for approving this request.

City of Santa Fe, New Mexico

memo

Date: October 20, 2020

To: Mayor Alan Webber and City Council

From: Alexandra Ladd, Director
Office of Affordable Housing

Re: Request to Publish Notice of Public Hearing for the CDBG 2019-20 CAPER

ACTION REQUESTED:
Approve publication of a Notice of Public Hearing for the October 28, 2020 City Council meeting. The purpose of the public hearing is to solicit public comments and discussion on the 2019 – 20 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REVIEW (CAPER).

BACKGROUND:
The Community Development Block Grant (CDBG) requires that the Consolidated Annual Performance Evaluation Review (CAPER) is submitted to United States Department of Housing and Urban Development (HUD) 90 days after the end of the program year. Due to administrative delays related to pandemic restrictions, HUD extended the deadline for submittal to 180 days. The report details accomplishments of CDBG-funded subrecipient activities as well as the financial status of the CDBG for the prior funded year.

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- Quality of Life Committee public meeting — November 4, 2020
- Public Hearing at City Council meeting — November 10, 2020

Thank you for approving this request.

NOTICE OF PUBLIC HEARING
CITY OF SANTA FE
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REVIEW
(CAPER)

Notice is hereby given that the Governing Body of the City of Santa Fe will hold a public hearing at its regular City Council Meeting on Wednesday, November 10 at 7:00 p.m. for consideration of the Community Development Block Grant (CDBG) 2019-2020 Consolidated Annual Performance Evaluation Review (CAPER). Members of the public may view the meeting through the Government Channel on Comcast Channel 28 and Comcast HD928 or 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 meeting can be heard on radio station KSFR 101.1.

The CAPER is a summary document that reviews Santa Fe's affordable/supportive housing, public service and economic development expenditures that took place in Fiscal Year 2019-2020. The purpose of the public hearing will be to discuss the outcomes reported in the CAPER; solicit public comment; and approve the CAPER for submission to the Department of Housing and Urban Development (HUD).

A draft copy of the CAPER will be available for review from October 26, 2020 through November 10, 2020 on the City's website: https://www.santafenm.gov/hudrequiredreportingandplans. Due to Covid-19 restrictions, paper copies are only available for review upon request. Call (505) 316-4634 or email tocandelariamartinez@santafenm.gov for questions or comments.

The City's TTY/TDD number is 955-6897. Persons with disabilities in need of accommodations may contact the City Clerk's Office at 955-6521, five (5) days prior to meeting date for auxiliary aids (ASL interpreters, Braille large print documents, audio recordings and audio amplifiers). Language interpreters for Limited English Proficiency (LEP) individuals can be made available upon request for the Public Hearing.

_____
Yolanda Y. Vigil, City Clerk

Received by the New Mexican
Date: _____
To Be Published:_____

The New Mexican (Signature): _____

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Consolidated Activity Performance and Evaluation Report (CAPER)

July 1, 2019 - June 30, 2020

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SUBMITTED BY:

City of Santa Fe
Office of Affordable Housing
P.O. Box 909
Santa Fe, New Mexico
87504-0909
Phone # (505) 955-6607

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

The City of Santa Fe's focus throughout the program year was to improve and sustain affordable housing, rental, homeownership, and economic opportunities for low- to moderate-income households in Santa Fe, as well as address the needs of those experiencing homelessness or at risk of becoming homeless, while aligning housing opportunities with emerging needs. The City acomplished this by administering program funds to service providers, supporting collaboration and strategically applying resources to community needs. To meet these housing goals, the City utilized the *2018-2022 Consolidated Plan* and its Five-year Plan which assesses housing need in Santa Fe and provides recommendations for addressing the needs.

The housing needs analysis portion identifies mismatches in supply and demand for all households in Santa Fe, according to a gaps analysis, comparing the demand for and supply of housing by income level:

- The greatest need is for rental units priced between $375 and $500 per month, serving renters earning between $15,000 and $20,000 per year;
- 2,435 households earn less than $25,000 and are considered cost burdened and unable to find affordable rental units;
- Over 400 homes reported as in substandard condition (incomplete kitchen/plumbing facilities) and are in probable need of rehabilitation;
- Support for long-term affordability and accessibility for current homeowners is a growing need.

Additionally, the COVID-19 global pandemic highlighted the need to immediately house people without shelter or safe places for quarantine. To this end, the City converted student housing into a shelter facility for homeless people and worked closely with regional partners to also provide a place for people to be discharged from hospitals (either because of COVID or other illnesses), recovery programs and detention centers. This enabled local shelters to keep their population density low enough to maintain proper social distancing for their guests. The other ways in which the City responded was to increase outreach through its mobile integrated health office (MIHO) to encampments, widespread distribution of PPE and other safety equipment, and transitioning to an online working and meeting environment to protect the health and safety of its employees.

The 2019 Action Plan identified the following goals as they related to HUD-mandated objectives and outcomes for its upcoming housing and community development activities. Accomplishments are summarized below.

Goal: Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those at risk of becoming homeless.

- SFPS Adelante served (3443) homeless students and their families by providing referrals to housing resources as well as assistance with counseling, education, food and clothing;
- Interfaith Shelters provided services to (172) homeless individuals through the Summer Safe Haven, a shelter for homeless women and their children;
- Youth Shelters and Family Services provided outreach services and referrals to (199) homeless or at risk for homelessness youth.

Goal: Expanded inventory of rental units and vouchers to meet increased needs of renters with very low incomes:

- The Santa Fe Civic Housing Authority completed planning, predevelopment, and environmental studies to support the rehabilitation of the Villa Consuelo apartments which provide 100 units for very low income renters, most of whom are elderly;
- New Mexico Interfaith Housing Corp broke ground on 65 units of affordable rental housing, 100% solar powered, that will set aside 12 units for very low income renters (<30%AMI);

Goal: Increased homeownership opportunities and support for long-term affordability and accessibility for current homeowners

- Homewise assisted a total of sixteen (16) homebuyers with mortgage principle reduction loans, using a combination of reprogrammed funds and program income;
- Habitat for Humanit rehabilitated thirteen (13) homes;
- Homewise rehabilitated six (6) homes using program income;
- Housing Trust assisted a total of four (4) homebuyers with mortgage principle reduction loans, using program income.

Goal: Alignment of housing opportunities with emerging needs

- Youth Shelters and Family services installed a security system for the children and youth emergency shelter serving (33);
- Casa Cielo, a residential care facility that provides end-of-life care for very low income people served fourteen (14) guests.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
GOAL #1 Increase Opportunities for At-Risk Populations	Affordable Housing Public Housing Homeless	CDBG: $21,660	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1225	237	19.35%	245	33	13.46%
		CDBG: $60,636	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	750	1468	195.73%	150	3,675	2,459.33%
		CDBG: $28,000	Homeless Person Overnight Shelter	Persons Assisted	1000	215	21.50%	160	172	107.50%
GOAL #2 Increase Affordable Rental Housing Opportunities	Affordable Housing	CDBG: $0	Rental units constructed	Household Housing Unit	250	87	34.80%	50	0	0.00%
		CDBG: $47,100	Rental units rehabilitated	Household Housing Unit	200	28	14.00%	100	0	0.00%
		CDBG: $0	Housing for Homeless added	Household Housing Unit	50	0	0.00%	50	0	0.00%

GOAL #3 Increase Affordable Homeowner Opportunities	Affordable Housing	CDBG: $124,715	Homeowner Housing Rehabilitated	Household Housing Unit	130	21	16.15%	11	17	154.54%
		CDBG: $188,000	Direct Financial Assistance to Homebuyers	Households Assisted	50	26	52.00%	12	16	106.66%
GOAL #4 Align Housing Opportunities With Emerging Needs	Affordable Housing Non-Homeless Special Needs Non-Housing Community	CDBG: 0	Public Facility/ Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2800	0	0.00%		0	0.00%
		CDBG: $21,660	Public Facility/ Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1225	237	19.35%	245	33	13.46%
		CDBG: $60,636	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	750	1468	195.73%	150	3,689	2,459.33%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The global health pandemic and economic downturn has abruptly expanded the City's priorites. An amendment to the 2019 Action Plan was accepted by HUD to deploy CARES Act funding in direct support of people experiencing homelessness. Specifically, the City converted vacant student housing at the Midtown campus (owned by the City) into housing for people who would otherwise be living on the streets or in homeless encampments. This achieved two goals: keeping the population density low at local shelters so that social distancing protocols could be maintained; providing a place for people to quarantine if they are vulnerable to infection and don't have a safe place to live or those with symptoms or COVID-positive to safely quarantine. Importantly, the Midtown shelter also accepts people discharged from hospitals, recovery programs and detention centers who would otherwise be back living on the streets. The residents of the shelter receive three meals/day, referral to support services and case management, and basic health monitoring.

In a normal year, the highest priority in Santa Fe's plan is to serve the entire continuum of housing and related public services needs from the homeless to the homeowner. Since the majority of the program year progressed before COVID disrupted the community, expenditure of funds reflected the City's usual priorities. Goal #1 was exceeded through the improvement of a public facility to modernize security systems, serving (33) youth through winter months with temporary shelter. Public services were projected to reach (150) individuals for the program year and instead reached (3,642) through outreach to homeless youth (199) and support services for elementary school students whose families are experiencing homelessness (3,443). The goal for providing overnight shelter was expected to serve 200, which was partially achieved by serving 172 homeless women. Goal #2 was partially achieved through the predevelopment phase of a major rehabilitation project of 100 rental units, serving renters with low incomes. At project completion the achievement will be reported. Goal #3 was achieved using CDBG funds – 16 households were served through downpayment assistance, with 13 households served through home repair services although they were partially curtailed due to restrictions related to the stay at home order which restricted work within individual homes. The achievements reported for Goal #4 mirror those for Goal #1, reflecting the overlap of homelessness continuing to be an emerging issue for Santa Fe, including the provision of end of life care for 14 homeless people in a medically supervised, home care setting.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	3,458
Black or African American	103
Asian	11
American Indian or American Native	230
Native Hawaiian or Other Pacific Islander	3
Total	**3,805**
Hispanic	3,192
Not Hispanic	613

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The racial and ethnic composition reported for CDBG program sub-recipients represent cumulative annual data collected that represents a total of three thousand eight hundred and fifty eight (3,805) recipients of CDBG program services. Of this number, the self-identified racial and ethnic statuses are shown in the table above. The number of people served, particularly through Adelante's School Liaison program was over twice as much as what had been proposed. This huge increase was attributed to families losing jobs at the onset of the public health order in March and seeking support services through the program. The SFPS District, of which Adelante is a subsidiary organization, was proactive in using its resources to continue feeding students and their families who qualify for free lunch.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	2,049,053.02	959,893.78
Other	public - local	652,100	576,100

Table 3 - Resources Made Available

Narrative

Resources made available for CDBG projects for FY 2019 totaled 2,049,053.02The City was awarded entitlement funds of $659,051 for FY 2019. Program Income generated by Homewise Home Repair and Home Purchase programs totaled: $283,498.63 through Q4 of 2019-2020 PY of which $283,498.63 was expended. Program Income generated by the Housing Trust mortgage reduction assistance programs totaled: $75,000.00, through Q4 of 2018-2019 PY of which $75,000 was expended Total expenditures of CDBG funds reported in 2019-2020 PR26 reflect program income for housing, public services and public facilities provided were 959,893.78.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide		100	Citywide

Table 4 – Identify the geographic distribution and location of investments

Narrative

In any given program year, the City of Santa Fe does not prioritize allocating funds and supporting programs geographically, due to the City's lack of population density relative to its size. For the past three program years, no single Census Tract was earmarked for serving its LMI population. Instead, the City focuses programs on the household income or an identified characteristic of the participants and/or recipients of assistance. For example, mortgage reduction assistance is provided based upon the homebuyer's income rather than the location of the home. Likewise, public service programs for at risk youth serve the citywide population, rather than those youth living in a specific census tract. This description has been reported in previous years and that priority remains. However, on occasion, a project proposal will be accepted because allocating funds at that site will also ser ve other community development goals.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Santa Fe's model of service delivery is to pass through most federal funds to subgrantees, who provide the services. This ensures that services are furnished in the most efficient and relevant manner possible. Additionally, the City strives to leverage local funds to ensure that effective and important local services continue to be provided in our community, regardless of the status of federal funds. The City's nonprofit partners estimate that every dollar of federally-funded mortgage reduction assistance leverages $14 of funding from other state, local, and private sources. Both the Housing Trust and Homewise are CDFIs and actively leverage funds from HOME, Fannie Mae secondary market loans, state-funded mortgage products allocated through the New Mexico Mortgage Finance Authority, Low Income Housing Tax Credits (The Housing Trust), solar tax credits, Federal Home Loan Bank of Dallas' Community Investment Programs, bank and foundation investments, and other DOE funds as well as having substantial organizational resources to use for real estate development and to support programmatic goals. Likewise, the supportive housing providers in Santa Fe are also well-leveraged and use CDBG funds to expand on their missions very effectively.

The units owned and operated by the Santa Fe Civic Housing Authority are located on city-owned land which is controlled by long-term leases. The units are rented to income-qualified renters, many of them very low-income seniors. At any time during the year if the City determines that donating and/or using City-owned property will benefit a proposed project that will serve the priority needs and funding objectives outlined in this plan, the City will do so as allowed under the NM Affordable Housing Act.

During the program year, a five acre parcel of land on the City-owned public works yard donated to the New Mexico Interfaith Housing Corp, leveraged a large LIHTC award. The donation of land plus fee waivers provided by the City for utility hook up costs, application, development review, and building permit fees were waived, in accordance with the City’s land use code. The total value of the donation was over $2,000,000, representing a leverage ratio of 1:10, based on the project’s total cost of $20,000,000, $13m of which is funded through the Low Income Housing Tax Credit program. In June 2020, ground was broken on the project with full build out by mid-2021. At completion, the project will offer 65 units, affordable to renters earning no more than 60%AMI, with 12 units set aside for very low income renters (earning less than 30%AMI). It is anticipated that some of these renters will be transitioning out of homelessness or near homelessness. The units are designed to accommodate live/work

activities, particularly related to those who are self-employed, entrepreneurs, and/or engaged in a creative industry. To meet other community development goals, the project will also feature a community resource center with retail, exhibition and performance space. It is the first LIHTC project in New Mexico that will be 100% solar-powered.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	10	0
Number of Non-Homeless households to be provided affordable housing units	60	20
Number of Special-Needs households to be provided affordable housing units	3	0
Total	**73**	**20**

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	50	0
Number of households supported through Rehab of Existing Units	51	17
Number of households supported through Acquisition of Existing Units	10	20
Total	**111**	**37**

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Goals: The one year goal of providing affordable housing units to otherwise homeless individuals was not accomplished through the creation of permanent supportive units. However, for the final quarter of the program year, the City provided transitional shelter beds to over 100 people who were homeless or precariously housed to keep them safe during the COVID-19 global pandemic. Emergency funds were deployed from local sources that paid rent and arrears for 60+ households. An amendment to the 2019 Action Plan will deploy CARES Act funds to create longer term support for these individuals during 2021, leading to permanent housing for many of them.

Other types of support services and referrals connected to shelter services were provided for an increased number of individuals in need of support services due to the pandemic. Adelante provided (3,443) homeless individuals with resource-linking and direct services, an accomplishment three times what was proposed. Youth Shelters and Family Services provided (195) homeless or at-risk of homelessness youth with resource-linking and direct services, and the Interfaith Shelter provided (172) women and their children with shelter services throughout the summer months of 2019. The data reported in the next goal of non-homeless households to be provided affordable housing units represents home repair for low/mod income-households (17), construction began on 65 units of affordable rental units, with another 45 units completing pre-development land use approvals, rehabilitation was initatied on another 100 rental units; and 20 mortgage principal buydown loans were provided to assist homebuyers. The failure to meet the goal of serving the non-homeless is related to the great demand for housing and lack of affordable supply in Santa Fe right now.

Discuss how these outcomes will impact future annual action plans.

The outcomes of FY 2019 will impact future CDBG funding allocations in that there will be increased demand for emergency rental support services and prevention of foreclosure and homelessness. The global pandemic has exacerbated the housing instability of lower income renters, as well as homeowners as people have lost jobs and income. There will be increased need to not only shelter individuals but to provide permanent supportive housing options to keep them housed. Mortgage reduction assistance is always a big need and helps to offset high market values. It remains to be seen how the current limitations on for-sale inventory will be amplified as the pandemic continues to put pressure on all parts of the housing market. Increased focus will target the construction of new, affordable rental units as well as home repair to preserve and maintain existing affordable housing stock. Continued priority will also be given toward public services that provide systemic solutions through education, as well as mitigation efforts with homelessness, and at-risk for homelessness service programs.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	3,815	n/a
Low-income	15	n/a
Moderate-income	15	n/a
Total	**3,845**	**0**

Table 7 – Number of Households Served

Narrative Information

A total of (3,845) individuals were served, of which (3,815) were identified as extremely low income. This achievement is reflective of the vital role served by CDBG funds in Santa Fe to meet the

needs of individuals and families who have very few options for support. All programs included outreach and services provided for those households and individuals with worst case housing needs, paying more than half of their income for rent, those living in seriously substandard housing, to include those without a home, or those who have been involuntarily displaced.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The global pandemic has greatly amplified the City of Santa Fe's desire to end homelessness. Converting student housing into shelter beds at its Midtown campus property demonstrated that providing long-term, safe and supported housing is the first step to ending a person's homelessness. In the upcoming program year, the City expects to further mobilize CARES Act funds to continue supporting this shelter facility, which is run by a newly created nonprofit called "Consuelo's Place". Additionally, the City will leverage local investment to make possible the purchase of multiple motel properties to be converted into permanent supportive housing. An important aspect to the evolution of the City's approach to ending homelessness is the coordination of a sytem-wide framework to ensure that outreach and coordinated entry sytems are truly effective.

All of the city's nonprofit partners who work with homeless persons have extensive outreach activities to include veterans, their families and unaccompanied youth. The Resource Opportunity Center (ROC), once called Pete's Place, is part of the existing Interfaith Shelter and offers emergency beds in winter, meals and clothing as well as veteran's resource services and housing linking. Most importantly, the organization brings together outreach coordinators to provide information about available services. Medical care, job counseling, meals, clothing, transportation are a few of the services provided at the ROC, which is partially funded through local funds allocated through the City's Human Services Division. In response to direct community need, Interfaith proposed the Women's Summer Safe Haven when shelter staff and first responders noted that women were particularly vulnerable on the streets during summer months when the shelter is closed for the season which resulted in the funding of a summer shelter for women and their children.

The City used CDBG funds to support Youth Shelters and Family Services during the program year to expand the hours of its drop in center and to support an outreach worker. This service is critical both for youth living on the streets but also to provide referral services and support for youth trying to reconnect with family or obtain safe, permanent living situations. Typically, over 600 unaccompanied youth are reached annually through this program. Yet, the year of 2019 saw a reduction in this number, believed to be due in part to the collaborative efforts and networking that the Built for Zero program and Continuum of Care participating organizations are bringing to the community in the way of providing coordinated entry points and linkage in order to optimize systemic homelessness strategies. The biggest reason fewer youth accessed services was that the pandemic kept people fairly immobile and not able or willing to seek services.

Another way that families experiencing homelessness are assisted is through the Adelante program

which provides referrals to services, school supplies, food, clothing and other supports to students enrolled in Santa Fe Public Schools and their families. CDBG funds were used to expand staff hours which enabled the program to serve over 3,443 individuals in need, a much higher number than in previous years due to the economic shutdown related to the pandemic.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City works in partnership with many non-profit organizations who provide a wide range of services to prevent "at-risk" populations such as unaccompanied youth, battered families, people with disabilities, veterans and seniors from becoming homeless. Another objective is to help existing homeless populations obtain safe, affordable and sustainable housing opportunities as well as needed services such as health care, transportation and counseling. These activities necessarily run along a continuum of housing program options that range from emergency shelter services to transitional housing and permanent supportive housing services to the new construction of mixed income and mixed use affordable rental development projects. Currently the City, through its community partners supports emergency and transitional housing programs for homeless individuals, families with children, veterans, and unaccompanied youth.

The City of Santa Fe also works closely with the New Mexico Coalition to End Homelessness to coordinate services for homeless individuals and families. NMCEH operates a statewide system of coordinated assessment where every homeless family and individual is given an assessment based on the nationally recognized VI/SPDAT (Vulnerability Index/Service Prioritization Assessment Tool). The results of the assessment are used to refer homeless people to the type of housing that best fits their needs and the assessment is used to create a prioritized list with chronically homeless people at the top of the list for permanent supportive housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City relies on its network of community partners to facilitate coordination of services and ensure that those vulnerable to homelessness don't "fall through the cracks". A Homeless Task Force was convened in 2017 to analyze and provide recommendations to the Governing Body "to ensure that homelessness is prevented whenever possible or is otherwise a rare, brief and non-recurring experience." In line with the draft recommendations of the report, in 2018 rapid rehousing was proposed as a an immediate response to stabilize the housing situations of those experiencing homelessness and discharged from public institutions and systems of care. During the program year, the City continued its work with the Built for Zero initiative, a nationally recognized, evidenced-based

program which provides strategies and solutions for eliminating chronic homelessness. Implementation of the program begins with the identification of every homeless person in the City, followed by a coordinated plan with non-profits and service providers to target the specific needs of each identified individual. The goal is to provide linkage to housing for each identified homeless individual, as well as the services required, uniquely suited to their situation, and eliminate the chronic homelessness populations together as a community by 2021.

The use of Rapid Rehousing is limited by its applicability to the household in need. Life Link, the City's primary partner in administering rapid rehousing assistance, assesses each household at intake. For those with fewer barriers, rapid rehousing provides support until the household either increases income or benefits and can manage the housing expense independently. For some homeless households, rapid rehousing resources can be used to stabilize short term housing situations until a permanent supported housing unit becomes available without jeopardizing their eligibility status. Life Link and other rapid re-housing providers emphasize ongoing case management and referral to other services (employment, education, job training, budgeting, health care/insurance, food, transportation, etc.) so that when assistance ends with one program, the household is poised to enter another program if independence has not been achieved. It is likely that in the near future, local resources will need to be deployed to further support this type of assistance, given the pandemic-related and greatly increasing housing instability of low-income households.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

For chronically homeless households, the service delivery system relies on a network of housing providers, and services coordinated through the Continuum of Care, the City's funding cycles (through the Children and Youth Commission, the Human Services Commission and the Community Development Commission), and other regional efforts. Upon intake each homeless or at-risk household is assessed to determine whether they qualify for rapid rehousing or whether their needs are more intensive. If the household has few barriers then they can use rental assistance until they are able to manage the housing expense on their own- either through income or an increase in benefits. Extensive outreach activities include veterans, their families and unaccompanies youth.

The Resource Opportunity Center (ROC) once called Pete's Place in the existing Interfaith Shelter offers emergency beds, meals, and clothing as well as veteran's resource services and housing linking for veterans and their families as well as unaccompanied youth. Homeless individuals or families can also use Rapid Rehousing to get out of the shelter system and into housing without losing their homelessness status (dependent on the funding source). It is the responsibility of the Case Manager to be

knowledgeable about housing programs and other resources in the community and to work closely with the household to identify areas that need support which include but are not limited to: permanent supported housing, employment, education, job training, budgeting, health insurance, food, transportation, and support services. Another aspect once a household is stabilized is to continue working with case management so that that housing stability is maintained when assistance ends or circumstances change.

The City has worked closely with the Santa Fe Community Housing Trust to develop three apartment communities - Village Sage (60 units), Stagecoach Apartments (60 units) and Las Soleras Station (87 units) where 25% of the units are set aside for people exiting homelessness. On-site support services and referral to other service providers is also provided. Additionally, by the end of 2021, Siler Yards will offer 65 units of affordable rental housing, in collaboration with a community resource center and economic development initiatives. The City has contributed financially in various ways to each of these projects.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Santa Fe Civic Housing Authority (SFCHA) is the public housing agency in Santa Fe. As previously reported, it oversees 490 units of public housing, and manages 670 Section 8 vouchers in Santa Fe. There are a total of 369 units for seniors and 121 units for families. Over 400 people are on the public housing waiting list, and close to 200 people on the Section 8 Voucher waiting list for Santa Fe. SFCHA receives approximately 40 applications per month for public housing. The application window is closed when 400 are reached. With only 6 to 8 families and/or individuals coming out of the program each year, new openings are extremely limited. This year is particularly challenging as the turnover for vouchers and units is practically nonexistent because of the pandemic.

The Housing Authority is considering moving towards site-based or site-driven wait lists, which better supports applicants so that the Authority doesn't have to turn an individual or family down because of location, school district or other limiting factors, and to avoid having to send an individual or household back down to the bottom of the list again.

Newly refinanced properties are being systematically renovated to address long-term deferred maintenance issues. The City of Santa Fe assists this process by donating the lease value of the land on which the units are sited which is city-owned and providing fee waivers when possible. Villa Consuelo, a 100-unit Senior housing apartment complex, was partially funded by the City's CDBG entitlement grant in 2019 for complete rehabilitation and energy efficiency improvements, estimated for completion in 2020.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The Santa Fe Civic Housing Authority continues to run a Family Self-Sufficiency Program which supports self-sufficiency with the eventual goal of becoming viable homeowners. The family enters into a five-year Contract of Participation with the Housing Authority and sets specific goals to be achieved over the term of the Contract. As part of the Contract, the Housing Authority opens an escrow account for each participating family and any time there is an increase to the family's earned income during the term of the Contract, money is deposited into the family's escrow account. Upon successful completion of the Program, the family receives the balance in their escrow account to use for home ownership and educational goals.

Actions taken to provide assistance to troubled PHAs

The PHA is not designated as troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Disproportionately, those who are most heavily cost-burdened, have the lowest incomes. The City of Santa Fe is reviewing its policies and practices to mitigate barriers to housing development--particularly affordable housing development. A review of city housing policies and land use and zoning regulations identified concerns in 2016, as well as in the 2017 ACH, namely stakeholders raising concerns about inconsistent and unpredictable development approval decisions and “NIMBYism” (acronym for "Not In My Back Yard") affecting approvals. According to stakeholder interviews and private sector focus groups there is a stigma associated with affordable housing developments and neighborhood associations make strong efforts to impede affordable development.

In 2014 and presented to the public through 2018 -2019, the City provided several outreach materials regarding housing laws including the Federal Fair Housing Act, the New Mexico Uniform Owner Resident Relations Act (UORRA) and the NM Mobile Home Act. Often non-English speakers are further affected by not being aware of the rights and protections to which they are entitled under these laws. The outreach materials consist of Fair Housing Frequently Asked Questions brochures in English and Spanish and a tenant rights “Novella” with distribution continuing throughout the year. The City works with Spanish speaking fair housing advocates that actively meet with numerous local small businesses and non-profit organizations that distribute fair housing literature published by the City and describe tenant rights.

The City of Santa Fe has been exploring efforts to potentially redevelop several of its underused corridors that have infrastructure and could support rental housing. The advantage to these areas is tht don’t have existing residential neighbors concerned about higher density housing developments, while also providing easy access to transportation. These include the Siler Road corridor and the Midtown Local Innovation Corridor District, or Midtown LINC, on St. Michael’s Drive. Also, the City works closely with the newly formed “Santa Fe Housing Action Coalition” which brings together industry group organizations (housing providers, homebuilders, realtors, architects) and members of the public to implement outreach and education efforts about affordable housing and to lobby for recurrable funding sources.

Recognizing that one size does not fit all, a new fee-in-lieu menu of options for developers was adopted in December of 2019 to ease the barriers to multi-family rental development. The inclusionary zoning ordinance allows multi-family developers of rental housing to pay a fee-in-lieu by right, rather than incorporating subsidized units on-site. Fees are established on an "affordability gap" basis, estimating the difference between an affordable rent, affordable to 50 - 60%AMI, and HUD's Fair Market Rent. Additionally, the ordinance amendments increased incentives available to Developers to encourage the

set aside of rent-restricted units. In the upcoming program year, one project will break ground with affordable units included on site.

Revenues generated through the fee in lieu of program are used to fund a rental assistance program for tenants that can be used citywide and does not have high requirements for eligibility. The assistance could be used for a variety of needs - rent, utilities, rental/utility arrears, rental deposits, etc. Another objective is to remove a financing barrier for multi-family housing with the expectation that the development of multi-family units will also loosen up some of the demand for existing units, stemming rising rental rates but also providing more options for voucher holders to use their subsidies. As with any revenue generated or earmarked for affordable housing, use of the funds is dictated by city code and must be compliant with the NM Affordable Housing Act.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

As reported, the projects that were funded and executed through CDBG and local funds increase the availability of affordable housing to low and moderate income households. Furthermore, the City has actively supported the development of several LIHTC multi-family properties with local funds and through the donation of City-owned land. Soleras Station (87 units) was leased up during the program year and ground was broken for Siler Yards, 65 units of affordable rental housing. All of the properties address the needs of people transitioning out of homelessness, renters with special needs and very low incomes by offering 25% of their units at rents affordable to those earning 30% AMI and less.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

According to the State of NM Department of Health, Santa Fe has low risk factors for lead exposure in children. 9.6% of its housing stock was built before 1950 and in 2011, 0 children in Santa Fe County tested positively for elevated blood levels. More recent studies by the NMDOH identified Santa Fe County as having “low levels” of lead exposure, as cited in the NM Epidemiology Report, April 2017. The Office of Affordable Housing also conducts environmental reviews on all CDBG-funded activities. In cases where individual homes are older than 1978 and may have lead based paint, the subrecipient is required to follow all applicable law to assess the presence of lead and remediate it, if necessary.

As part of their home repair program, Homewise has tested 60 homes for lead since 2002. Of these, only four tested positive, which is 7% of the homes they tested. Extrapolated to the number of homes in Santa Fe built before 1950 (2,499 homes), a rough estimate is 175 homes could contain lead-based paint citywide.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Given the City's high rate of cost burden, even for homeowners, it is apparent that continued focus on rehabilitation, home repair, and other support services is essential to alleviating poverty in Santa Fe.

Specific programs that CDBG funds supported to reduce the number of poverty level of families in 2019 were:

- Provide Emergency home repair/improvement funding to support 17 low to moderate income homeowners (30 to 80 percent AMI) with home renovations, emergency repairs and energy conservation measures including the purchase of new appliances, retrofits, and solar water heaters;
- Provide donated land, fee waivers and local funds to support the preconstruction work for an affordable rental development of 65 units;
- Support the efforts of local nonprofits and the Santa Fe Civic Housing Authority to build and conserve affordable rental units through fee waivers, below market lease fees and funding for pre-construction services;
- Provide wealth building opportunities and preservation of wealth through mortgage reduction loans (20).

Additionally, in 2019, local funds were used to provide short-term rental assistance for individuals and families experiencing episodic homelessness and/or in danger of losing their current housing situations. As the pandemic took hold, the City further mobilized local resources to help renters with housing costs and foreclosure prevention.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City of Santa Fe continuously carries out the priorities in the *2018-2022 Consolidated Plan* by collaborating with non-profit partners. The City's philosophy is to help build the capacity of community-based service providers, rather than to increase the size of the City's bureaucracy. The City and its staff serve as advocates and coordinators for its partner nonprofits. Another strength of this service delivery model is that a wide array of services is provided with little overlap because of the coordination between City departments as well as between the City and nonprofit partners. This cooperation ensures that services reach those in most need, including homeless families and individuals and those in danger of becoming homeless – veterans, senior citizens, victims of domestic violence, very low-income renters, at risk youth – and people with special needs and disabilities.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City's Office of Affordable Housing coordinates closely with other City departments including the Youth and Family Services Division of the Community Services Department. The Youth and Family Services Division funds emergency housing and community development programs as well as social services and supports a juvenile justice program which provides program planning, service integration, data analysis, and program evaluation to ensure that youth are provided alternatives to detention and

YouthWorks, as well as Youth Shelters and Family Services have provided several programs to integrate

disconnected youth with mainstream educational opportunities, job training and internships, reunification with families, and referral to other support services. Life Link, another of the City's nonprofit partners, provides intake, referral and on-site social services to people with mental illness who are homeless or at risk of becoming homeless. The agency works closely with other governmental, private and nonprofit providers of services. The City's CDBG allocation, its economic development fund and other local funds have supported several of these initiatives. Some beneficiaries of this funding also are recipients of public housing services. The City's CDBG sub-recipients strive to coordinate with the Santa Fe Civic Housing Authority so that outreach activities and some programming is located at housing authority sites.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

In the 2017 Assessment of Fair Housing, the HUD provided Opportunity Indices show that Hispanic populations experience some of the lowest access to opportunity, particularly in the low poverty, school proficiency and labor market indexes. The indicators in Santa Fe that are of most concern are poverty and school proficiency, both of which indicate low access to opportunity. According to stakeholders and residents, lack of access to opportunity is affected by infrequent public transportation services to higher opportunity neighborhoods and destinations outside of core service areas (e.g., county social services office), limited hours and days of operation of some routes, lack of holiday service, etc. As per the 2016 Analysis of Impediments, the City's efforts to address barriers have focused on improving access to fair housing information, enhancing resident knowledge of fair housing rights and empowering residents to take action when they perceive a fair housing violation. These efforts have included:

- Preparation of outreach materials regarding housing laws including the Federal Fair Housing Act, the New Mexico Uniform Owner Resident Relations Act (UORRA) and the state Mobile Home Act. The outreach materials consist of Fair Housing Frequently Asked Questions brochures in English and Spanish and a tenant rights "Novella," both in Spanish and English called "Tino the Tenant"/"Tino el Inquilino", a story about a tenant who shares his own discrimination experiences with a group of acquaintances. Distribution is ongoing throughout the year predominantly in Spanish-speaking and lower income neighborhoods as well as through school liaisons with the Santa Fe Public Schools and community facilities throughout the city.
- The Office of Affordable Housing has participated actively with the newly formed Santa Fe Housing Action Coalition, and sponsored the production of an informational video, with a distribution plan for an outreach campaign to educate the public about affordable housing and fair housing issues
- The City of Santa Fe has committed funding or matched resources (meeting facilities), conditional on finalized budgets, to fair housing consultants to conduct fair housing training for lenders and apartment managers.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The CDBG Administrator monitors program service providers funded by CDBG to ensure compliance with requirements through site inspections and documentation of organizational structures, with applicability to HUD national objectives and scope of work. The City of Santa Fe utilizes HUD's following guides to ensure compliance:

- "Guidebook for Grantee's on Sub-recipient Oversight"
- CPD Monitoring Handbook
- "Managing CDBG"
- "Ensuring CDBG Sub-recipient Timeliness Guidelines"
- CFR 570 Federal Regulation governing CDBG and including Part 58 governing Environmental Reviews
- Davis Bacon fair wage resources via the Department of Labor

Additionally, the Office of Affordable Housing attends technical assistance trainings in monitoring, sub-recipient oversight and fair housing throughout the year. Other ways in which the City ensures that programs are monitored appropriately and that the public has opportunity for comment include:

Site Visits: For the 2019 projects funded through CDBG, site visits were held virtually. Prior to the visit, the subrecipient completed a self-monitoring checklist, describing accomplishments and procedures for complying with CDBG regulation. Staff members met via Zoom call with the leadership team of the particular non-profit sub-recipient, and reviewed selected files for accuracy based on the guiding regulations and documents. Like prior years, staff notes both deficiencies and accomplishments at the time of monitoring and by follow up letters which outline corrective actions to be taken to achieve effective, efficient program delivery. All 2019 CDBG funded activities were monitored for performance measurement and financial, as well as record keeping oversight.

Reporting and Fiscal Management: Staff ensures that all sub recipients keep detailed records for the Performance Measurement System to evaluate the effectiveness of the project in meeting the needs of targeted populations. Relevant data include the number of clients served, income and employment (locally and with the City depending on the program), assets breakdown (when appropriate) and Performance Measurement data by project type (Housing, Economic Development, Public Service or Facilities & Improvement), ethnicity and age breakdown.

This information is submitted quarterly and input into the Integrated Disbursement and Information System (IDIS) with data finalized prior to program closeout and reporting in the Program Year

CAPER. The reports track completion of the contracted scope of services and track program demand and utilization by demographic category for services provided by the program. The sub-recipient's program manager also must submit audits and/or audited financial statements which include a breakdown of the expenditures and revenue (including Program Income if relevant) and a specific description of the charges as defined in the contract.

Procurement and services provided by the subrecipients as well as the City followed the Fair Housing guidelines to include required community outreach and education for minorities, notifcations in Spanish as well as translation, and any additional required and requested services specific to assist persons with disabilities including those with hearing, visual, or physical impairments.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The CDBG Citizen Participation Plan, as approved by HUD, requires that Santa Fe residents be given adequate time – a minimum of 15 days – to review the City's use of CDBG funds as well as holding a Public Hearing at a regular City Council meeting for public comment. For the public comment opportunity, the Office of Affordable Housing published a Legal Notice in Spanish and English on Monday, October 26, 2020 in the Santa Fe New Mexican, soliciting written public comment. The document was made available from October 26 – November 10, 2020 virtually due to global health pandemic at the following website address: https://www.santafenm.gov/hudrequiredreportingandplans. Paper copies were provided upon request.

To comply with the HUD Public Hearing requirements for public input on the 2019 CAPER, the City Clerk published an official notice in the Santa Fe New Mexican Legal Section on October 29, 2020 to provide notice for the Public Hearing held on November 10, 2020.

The CAPER is made available to the public for review along with other internal committee reviews within the timeline below:

- City's Community Development Commission: October 21, 2020
- City Finance Committee: November 2, 2020
- City Quality of Life Committee: November 4, 2020
- Public Hearing, City Council: November 10, 2020

Citizens have three options to participate. They may participate by attending public meetings, which are held virtually, given the current State of NM guidelines prohibiting the gathering of more than 10 people. They may submit written comments via email or regular mail to the Office of Affordable Housing, and may testify at public hearings via Zoom. All CDBG proposed projects go through the Community Development Commission public meeting advertised on the City's website and printed in the City's weekly meeting notice distributed to all City offices. All CDBG contracts represented in the CAPER were reviewed by the City Finance Committee prior to the start the funding year of July 1, 2019, and were advertised on the City's website. Finally, the projects were reviewed and represented within the 2019-2020 Annual Action Plan document, at the City Council Public Hearing, which was advertised in the Santa Fe New Mexican.

This language will be updated appropriately: *No comments were made via the electronic documents made available at the identified locations and on the City's website, through email or as part of the public hearing on November 10, 2020.*

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The global pandemic has shifted the City's approach to community development from longer term goals. In March of 2020, the Midtown campus property was partially converted into a homeless shelter, specifically for people without a safe place to quarantine or maintain social distance. Once housed, the residents were able to access an array of services, including three meals per day. Additionally, the site accepts discharged patients from local hospitals (including those who are recovering from COVID without an appropriate place to quarantine), as well as those leaving recovery programs and detention centers. Another important goal is to reduce the population density at local shelters so that social distancing can be maintained, thus, reducing the vulnerability of homeless people to infection and to prevent an outbreak in the homeless population. This has the potential of changing future uses of CDBG and other funds to focus on providing stable housing for those who don't have it (including very low income renters) not only for the duration of the pandemic but extending into the near future.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	848,229.10
02 ENTITLEMENT GRANT	659,051.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	358,498.63
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	183,274.29
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,049,053.02
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	897,492.42
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	897,492.42
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	62,401.36
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	959,893.78
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,089,159.24
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	801,849.92
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	801,849.92
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	89.34%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2018 PY: 2019 PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,606,175.81
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,375,801.52
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	85.66%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	161,652.62
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	11,443.86
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	49,739.09
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	123,357.39
32 ENTITLEMENT GRANT	659,051.00
33 PRIOR YEAR PROGRAM INCOME	190,577.22
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	849,628.22
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.52%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	62,401.36
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	62,401.36
42 ENTITLEMENT GRANT	659,051.00
43 CURRENT YEAR PROGRAM INCOME	358,498.63
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,017,549.63
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	6.13%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	2	339	HT Soleras Station Development	12	LMH	$48,542.50
				12	**Matrix Code**	**$48,542.50**
Total						**$48,542.50**

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	7	342	6290181	YSFS Youth Shelter/TLP Security System	03C	LMC	$1,018.12
					03C	**Matrix Code**	**$1,018.12**
2018	6	341	6290525	SFCHA Hopewell Mann Community Health Clinic	03E	LMC	$26,639.36
					03E	**Matrix Code**	**$26,639.36**
2018	5	340	6290525	PMS River Early Head Start Center	03M	LMC	$40,000.00
					03M	**Matrix Code**	**$40,000.00**
2019	9	352	6366027	Youth Shelters and Family Services Outreach Program	05D	LMC	$3,107.50
2019	9	352	6366030	Youth Shelters and Family Services Outreach Program	05D	LMC	$5,323.45
2019	9	352	6390154	Youth Shelters and Family Services Outreach Program	05D	LMC	$6,872.09
					05D	**Matrix Code**	**$15,303.04**
2019	7	351	6380330	Coming Home Connection-Casa Cielo	05M	LMC	$10,830.00
2019	7	351	6390187	Coming Home Connection-Casa Cielo	05M	LMC	$8,026.00
					05M	**Matrix Code**	**$18,856.00**
2019	1	345	6366044	Homewise Mortgage Principal Reduction	05R	LMH	$21,806.26
2019	1	345	6371386	Homewise Mortgage Principal Reduction	05R	LMH	$2,885.13
					05R	**Matrix Code**	**$24,691.39**
2018	9	335	6280322	Interfaith Shelter-Women's Summer Safe Haven	05Z	LMC	$30,000.00
2018	21	334	6280322	SFPS Adelante School Liaison K-12	05Z	LMC	$1,648.53
2018	21	334	6290181	SFPS Adelante School Liaison K-12	05Z	LMC	$8,220.83
2018	23	336	6280322	Youth Shelters & Family Services Outreach	05Z	LMC	$4,717.47
2018	23	336	6290181	Youth Shelters & Family Services Outreach	05Z	LMC	$5,152.26
2019	6	350	6366014	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.57
2019	6	350	6366018	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$3,141.71
2019	6	350	6366022	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,709.38
2019	6	350	6366025	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$5,672.32
2019	6	350	6371350	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.57
2019	6	350	6371356	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.57
2019	6	350	6380331	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,709.42
2019	6	350	6390156	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.56
2019	8	354	6366044	Interfaith Women's Summer Safe Haven Shelter	05Z	LMC	$28,000.00
					05Z	**Matrix Code**	**$102,802.19**
2014	4	286	6280322	Habitat For Humanity Down Payment Assistance	13B	LMH	$4,168.36
2017	1	325	6293959	Downpayment Assistance - Housing Trust	13B	LMH	$90,000.00
2017	4	329	6280326	Homewise Downpayment Assistance	13B	LMH	$28,553.48
2017	4	329	6290181	Homewise Downpayment Assistance	13B	LMH	$5,964.84
2017	4	329	6293955	Homewise Downpayment Assistance	13B	LMH	$298,609.86
					13B	**Matrix Code**	**$427,296.54**
2015	11	303	6280322	Habitat for Humanity Single Family Home Improvement	14A	LMH	$2,903.67
2016	2	313	6280322	Habitat for Humanity Single Family Home Improvements	14A	LMH	$3,460.97
2016	2	313	6290192	Habitat for Humanity Single Family Home Improvements	14A	LMH	$6,919.85
2017	3	328	6381193	Homewise Home Improvement Program	14A	LMH	$34,070.40
2018	1	343	6293955	Homewise Home Repair	14A	LMH	$23,827.17

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	3	344	6290181	SF Habitat for Humanity	14A	LMH	$1,856.73
2019	2	346	6366034	SF Habitat for Humanity	14A	LMH	$7,395.00
2019	2	346	6366038	SF Habitat for Humanity	14A	LMH	$17,100.00
2019	2	346	6366042	SF Habitat for Humanity	14A	LMH	$3,570.00
2019	2	346	6371365	SF Habitat for Humanity	14A	LMH	$15,014.50
2019	2	346	6371376	SF Habitat for Humanity	14A	LMH	$884.99
2019	2	346	6371379	SF Habitat for Humanity	14A	LMH	$3,500.00
2019	2	346	6371381	SF Habitat for Humanity	14A	LMH	$11,740.00
2019	2	346	6380327	SF Habitat for Humanity	14A	LMH	$13,000.00
					14A	**Matrix Code**	**$145,243.28**
Total							**$801,849.92**

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	9	352	6366027	Youth Shelters and Family Services Outreach Program	05D	LMC	$3,107.50
2019	9	352	6366030	Youth Shelters and Family Services Outreach Program	05D	LMC	$5,323.45
2019	9	352	6390154	Youth Shelters and Family Services Outreach Program	05D	LMC	$6,872.09
					05D	**Matrix Code**	**$15,303.04**
2019	7	351	6380330	Coming Home Connection-Casa Cielo	05M	LMC	$10,830.00
2019	7	351	6390187	Coming Home Connection-Casa Cielo	05M	LMC	$8,026.00
					05M	**Matrix Code**	**$18,856.00**
2019	1	345	6366044	Homewise Mortgage Principal Reduction	05R	LMH	$21,806.26
2019	1	345	6371386	Homewise Mortgage Principal Reduction	05R	LMH	$2,885.13
					05R	**Matrix Code**	**$24,691.39**
2018	9	335	6280322	Interfaith Shelter-Women's Summer Safe Haven	05Z	LMC	$30,000.00
2018	21	334	6280322	SFPS Adelante School Liaison K-12	05Z	LMC	$1,648.53
2018	21	334	6290181	SFPS Adelante School Liaison K-12	05Z	LMC	$8,220.83
2018	23	336	6280322	Youth Shelters & Family Services Outreach	05Z	LMC	$4,717.47
2018	23	336	6290181	Youth Shelters & Family Services Outreach	05Z	LMC	$5,152.26
2019	6	350	6366014	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.57
2019	6	350	6366018	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$3,141.71
2019	6	350	6366022	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,709.38
2019	6	350	6366025	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$5,672.32
2019	6	350	6371350	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.57
2019	6	350	6371356	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.57
2019	6	350	6380331	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,709.42
2019	6	350	6390156	SFPS Adelante Expanded School Liaison K-12	05Z	LMC	$2,707.56
2019	8	354	6366044	Interfaith Women's Summer Safe Haven Shelter	05Z	LMC	$28,000.00
					05Z	**Matrix Code**	**$102,802.19**
Total							**$161,652.62**

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	25	338	6280322	Project Administration	21A		$8,693.65
2018	25	338	6290181	Project Administration	21A		$11,018.52
2019	10	353	6365964	Project Administration	21A		$3,706.29
2019	10	353	6365979	Project Administration	21A		$11,336.79
2019	10	353	6365982	Project Administration	21A		$3,920.63
2019	10	353	6365984	Project Administration	21A		$2,812.29
2019	10	353	6365988	Project Administration	21A		$2,811.11
2019	10	353	6365996	Project Administration	21A		$2,522.34

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	10	353	6371308	Project Administration	21A		$4,352.17
2019	10	353	6371319	Project Administration	21A		$2,902.65
2019	10	353	6371325	Project Administration	21A		$3,265.95
2019	10	353	6380325	Project Administration	21A		$1,451.36
2019	10	353	6390200	Project Administration	21A		$3,607.61
					21A	**Matrix Code**	**$62,401.36**
Total							**$62,401.36**

City of Santa Fe, New Mexico
Memorandum

DATE: **October 8, 2020**

TO: **Governing Body**

VIA: **Regina Wheeler, Public Works Department Director** RW

FROM: **Sam Burnett, Public Works Property Maintenance Manager**

ITEM AND ISSUE:
Request for the Approval of Amendment #10 to Service Contract 18-0552 increasing compensation in the Total Amount of $96,529.61 plus NMGRT for temporary CARES related Security Services for select City Parks and the Salvation Army Shelter; Universal Protection Services, LP dba Allied Universal Security. To be complete by 12/31/2020; Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 505-795-2498)

BACKGROUND AND SUMMARY:
Since July 1, 2018 Universal Protection Services LP, dba Allied Security, has been providing security services for a variety of City facilities. These facilities currently include the Santa Fe Railayrd, Genoveva Chavez Community Center, La Farge Library, Main Library, South-side Library, Midtown Campus, Municipal Courts, Municipal Courts at Pete's Place, Santa Fe Regional Airport, Santa Fe Trails and a mobile unit that patrols City Parking Facilities.

Amendment #10 to this will add security services at select City Parks and the Salvation Army Shelter using funds that are reimbursable by the CARES Grant. The Parks will receive services 24 hours per day, seven days per week. This will include a Level 2 Officer, a HELIAUS Cellphone and a Patrol Vehicle. The Parks included are East and West De Vargas Park, Salvador Perez Park, General Franklin Miles Park, Herb Martinez Park, Las Acequias Park, SWAN Park and the Santa Fe Railyard Park. These services will begin in October and terminate in December. The Salvation Army Shelter will receive service 16 hours per day seven days per week. These services will begin in November and terminate in December.

Amendment History:

Amendment #1:

1. Add 4 hours of professional security services at the LaFarge Library branch on Sundays. $4,320.56 plus applicable gross receipts taxes

2. Add 100 hours of event services at the Genoveva Chavez Community Center.$1,928.00 plus applicable gross receipts taxes

3. Add professional security services to the Railyard Visitor Center seasonally Monday-Saturday during the months of April – October. $27,454.72 plus applicable gross receipts taxes

Amendment #2:

1. Add Performance Requirements and Contract Liquidated Damages that were included in the RFB, but failed to be incorporated in the original contract.

Amendment #3:

1. Add professional security services to the Santa Fe University of Art and Design Campus. $56,020.48 plus applicable gross receipts taxes.

Amendment #4:

1. Add an additional 3,600 hours of level-1 security officer hours of coverage and 2,400 hours of level-3 security officer hours of coverage at the University of Art and Design campus. $145,876.64 plus applicable gross receipts taxes.

Amendment #5:

1. Add an additional 72-hours of level-3 security officer hours of coverage and 1,032 hours of level-1 security officer hours of coverage at the Santa Fe Regional Airport.$21,821.06 plus applicable gross receipts taxes.

Amendment #6:

1. Eliminate the City Hall/Santa Fe Community Convention Center security post effective 15 February 2019 per a request by City Management.

Amendment #7:

1. Extend the City of Santa Fe's contract with Universal Protection Service LP dba Allied Universal Security Services through 30 June 2020.
2. Remove the Railyard Visitor Center location as requested by the Tourism Department.
3. Approved a billing rate increase of 2%.

Amendment #8:

1. Extend the City of Santa Fe's contract with Universal Protection Service LP dba Allied Universal Security Services through 30 June 2022.

Amendment #9:

1. Add security services at the Santa Fe Railyard, which will run from 8pm-4am 7 days per week.

PROCUREMENT METHOD:

The procurement method is RFB 18/35/P, which was issued and awarded in 2018 and expired on 6/30/2022.

CONTRACT NUMBER:

The FY20 Munis contract number is 3201972

FUNDING SOURCE:

Fund Name/Number: Various
Munis Org Name/Number: Various
Munis Object Name/Number: Various

City of Santa Fe, New Mexico

Memorandum

ACTION REQUESTED:

Please approve this contract amendment with Universal Protection Services, LP dba Allied Universal Security in the amount of $96,529.61 plus applicable New Mexico Gross Receipts Tax (8.4375%).

CITY OF SANTA FE
AMENDMENT No. 10 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 10 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add: I. One (1) Level 2 Security Officer, one (1) HELIAUS Cell Phone, and one (1) Vehicle; twenty-four hours a day, seven days per week; for a three month term (October-December) for service at the following City Parks: East and West De Vargas Park, Salvador Perez Park, General Franklin Miles Park, Herb Martinez Park, Las Acequias Park, SWAN Park and the Santa Fe Railyard Park; II. One (1) Level 2 Security Officer, one (1) HELIAUS Cell Phone, and one (1) Vehicle; sixteen hours per day, seven days per week; for a two month term (November-December) for service at the Salvation Army and Pete's Place Shelters as quoted by Allied Universal Security, the details of which can be seen on Exhibit A,

so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #10.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of nine hundred seventy-four thousand three hundred forty-six dollars and seventy-seven cents ($78,692.40), plus applicable gross receipts taxes and as described in Exhibit "A" attached hereto so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed two million seven hundred and seventy eight, three hundred and four dollars and five cents ($2,872,130.85), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Patrol Vehicle	$ 6.00	$ 6.00
Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

An additional sum of twenty five thousand dollars ($25,000.00) is included and shall be encumbered in the event that additional security service is required for emergencies, holidays, or special events.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 10 to the City of

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date:

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Oct 19, 2020 08:02 MDT)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED AS TO BUDGET:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS 5150403.572970

AL
AL

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME

TITLE

Date: 10/19/20

CRS #: 03-282745-00-08
Business License: 20-110418

EXHIBIT A

Location: City of Santa Fe Parks

Start Date: 10/16/2020 ***End Date:*** 12/31/2020

Position	HPW	Wage Rate	Bill Rate	OT/Holiday Wage Rate	OT/Holiday Bill Rate	Weekly Estimate	Monthly Estimate
Security Officer (Level 2)	168	$ 14.26	$ 20.79	$ 21.39	$ 31.19	$ 3,492.72	$ 12,806.64
Vehicle (part time vehicle rate)	168		$ 6.81	$ -	$ 10.22	$ 1,144.08	$ 4,194.96
				$ -	$ -	$ -	$ -
					Totals (Labor Hours)	$ 4,636.80	$ 17,001.60

Direct-Bill Items	#	Monthly Rate	Total Monthly Estimate
Smart Phone with HELIAUS	1	$ 150.00	$ 150.00
			$ -
			$ -
		Estimated Totals (Direct-Bill Items)	$ 150.00

Total Term Pre-Tax Estimate *(Includes Labor and Direct Bill items)* Term: Oct 16, 2020 - Dec 31, 2020	$ 51,454.80

Location: City of Santa Fe - Salvation Army

Start Date: 11/1/2020 ***End Date:*** 12/31/2020

Position	HPW	Wage Rate	Bill Rate	OT/Holiday Wage Rate	OT/Holiday Bill Rate	Weekly Estimate	Monthly Estimate
Security Officer (Level 2)	112	$ 14.26	$ 20.79	$ 21.39	$ 31.19	$ 2,328.48	$ 10,145.52
Vehicle (part time vehicle rate)	112		$ 6.81	$ -	$ 10.22	$ 762.72	$ 3,323.28
				$ -	$ -	$ -	$ -
					Totals (Labor Hours)	$ 3,091.20	$ 13,468.80

Direct-Bill Items	#	Monthly Rate	Total Monthly Estimate
Smart Phone with HELIAUS	1	$ 150.00	$ 150.00
			$ -
			$ -
		Estimated Totals (Direct-Bill Items)	$ 150.00

Total Term Pre-Tax Estimate *(Includes Labor and Direct Bill items)* Term: Nov 1, 2020 - Dec 31, 2021	$ 27,237.60

Totals (Parks Term: Oct 16, 2020 - Dec 31, 2020 | Salvation Army Term: Nov 1, 2020 - Dec 31, 2021)

Location	Type	HPW	Bill Rate	Weekly Estimate	Monthly Estimate	Total Term Pre-Tax Est.
City of Santa Fe Parks	Labor	168	$ 20.79	$ 3,492.72	$ 12,806.64	$ 38,419.92
City of Santa Fe Parks	Vehicle	168	$ 6.81	$ 1,144.08	$ 4,194.96	$ 12,584.88
City of Santa Fe Parks	HELIAUS	N/A	$ 150.00	N/A	$ 150.00	$ 450.00
City of Santa Fe - Salvation Army	Labor	112	$ 20.79	$ 2,328.48	$ 10,145.52	$ 20,291.04
City of Santa Fe - Salvation Army	Vehicle	112	$ 6.81	$ 762.72	$ 3,323.28	$ 6,646.56
City of Santa Fe - Salvation Army	HELIAUS	N/A	$ 150.00	N/A	$ 150.00	$ 300.00
					Total Term Pre-Tax Estimate (Includes Labor and Direct Bill items)	**$ 78,692.40**

CITY OF SANTA FE RFP PROCUREMENT CHECKLIST

Contractor Name:
Allied Universal Security

Procurement Title:
Contract Amendment #10 with Allied Universal Security, Inc for City-Wide Security Services

Solicitation RFP#: 18/35/P

Department Requesting/Staff Member:
Public Works Department. Sam Burnett, Property Maintenance Manager

Procurement Requirements:
A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees..

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☒	☐	Approved Procurement Checklist (by Purchasing)
☐	☒	Departments Recommendation of Award Memo addressed to Finance
☐	☒	Evaluation Committee Report
☐	☒	BAR
☐	☒	FIR
☒	☐	Contract, Agreement or Amendment – How does Purchasing staff verify the contract has been approved to form by City Attorney?
☒	☐	Current Business Registration and CRS numbers on contract or agreement
☒	☐	Summary of Contract
☒	☐	Certificate of Insurance
☐	☒	Other: _____

J Sam Burnett, Public Works Property Maintenance Manager
Department Rep Printed Name and Title

Department Rep Signature attesting that all information included

Fran Dunaway (Oct 20, 2020 10:55 MDT)
Purchasing Officer attesting that all information is reviewed

REQUIRED DOCUMENTS FOR RFP FILE*

YES	N/A	
☐	☒	Final RFP Document
☐	☒	Copy of legal solicitation published in the newspaper, website, etc.
☐	☒	All addendums
☐	☒	Plan holders list
☐	☒	Copies of all RFP submittals

*

☐	☒	Complete evaluation score sheets
☐	☒	Non-Responsive/Non-Responsibility Form and correspondence or letters from Department to vendor regarding disqualifications
☐	☒	Oral presentations (sign-in sheets, presentation materials, etc.)
☐	☒	Documentation sent to Proponents/Offerors and responses received regarding clarifications, decisions, negotiations, and/or best and final offers, etc.
☐	☒	Reference Reviews/Reference Check Questionnaires
☐	☒	Pricing evaluation
☐	☒	Final overall evaluation matrix or summary of evaluator scores
☐	☒	Other: _____

AWARD*

YES	N/A	
☐	☒	Fully executed Memo to Committees from the Department with recommendation of award
☐	☒	Winning proposal (this is a copy that has all confidential/proprietary information excluded)
☐	☒	Contract Award Notice
☐	☒	Email or notification sent to all Proponent(s)/Offerors that award was made
☐	☒	Waiver or "No Action Taken" from Procurement Office
☐	☒	If IFB and not awarded to lowest responsive, responsible bidder; written explanation
☐	☒	Other: _____

DISCLOSURES*

YES	N/A	
		Contractor Disclosures & Conflicts of Interest
☐	☒	Disclosures & Conflicts of Interest Form(s) (winning proponent(s)/offeror(s))
		Contractor –Conflicts of Interest
☐	☒	Purchasing Office Letter or e-mail to designated individual regarding potential conflict
☐	☒	Conflict of Interest Form signed by all parties
☐	☒	Letter from Procurement Office regarding the potential conflict
		Subcontractor Disclosures
☐	☒	Disclosures & Conflicts of Interest form of Subcontractor(s)
		Subcontractor –Conflicts of Interest
☐	☒	Purchasing Officer Letter or email to designated individual regarding potential conflict
☐	☒	Conflict of Interest form signed by all parties
☐	☒	Letter from Legal Office regarding the potential conflict
☐	☒	Other: _____

CONTRACT*

YES	N/A	
☒	☐	Copy of Executed Contract
☒	☐	Copy of all documentation presented to the Committees
☒	☐	Finalized Council Committee Minutes
☒	☐	Other: _____

MISCELLANEOUS FILE*

YES	N/A	
☐	☒	Local Preference Form
☐	☒	New Mexico Residence Form
☐	☒	Veterans Exemption

*

☐ ☒ Other: _____

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

PROTEST (If applicable)*

YES	N/A	
☐	☒	Documentation from protester filed with the Purchasing Office
☐	☒	Letter from Department to Purchasing Office Providing response to protest
☐	☒	Letter from Purchasing Officer to protester and Department on final outcome
☐	☒	Other: _____

Create a separate file folder which may contain any documents with trade secrets or other competitively sensitive, confidential or proprietary information.

YES	N/A	
☒	☐	Original proposal (s) with no redactions

J Sam Burnett, Public Works Property Maintenance Manager
Department Rep Printed Name and Title

_____
Department Rep Signature attesting that all information included

*

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Section to be completed by department for each contract or contract amendment

1 **FOR:** ORIGINAL CONTRACT ☐ or CONTRACT AMENDMENT ☑

2 Name of Contractor UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVIC

3 Complete information requested ☑ Plus GRT ☐ Inclusive of GRT

Original Contract Amount: $556,546.76

Termination Date: June 30, 2019

☑ Approved by Council Date: June 11, 2018

☐ or by City Manager Date:

Contract is for: Professional security services for City Facilities

Amendment # 10 to the Original Contract# 18-0552

Increase/(Decrease) Amount $ $78,692.40

Extend Termination Date to: N/A

☑ Approved by Council PENDING

☐ or by City Manager Date:

Amendment is for: Increase the contract total by to provide security services at the Santa Fe Railyard.

4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments) ☑ Plus GRT ☐ Inclusive of GRT

Amount $ 556,546.76 of original Contract# 1 Termination Date: 6/30/2019
Reason: Original Contract

Amount $ 33,703.28 amendment # 2 Termination Date: 6/30/3019
Reason: Add hrs and service loccation

Amount $ 0.00 amendment # 3 Termination Date: 6/30/2019
Reason: Add Performance Requirements and Contract Liquidated Damages

Amount $ 56,020.48 amendment # 4 Termination Date: 6/30/2019
Reason: Add SFUAD location

Amount $ 145,876.64 amendment # 5 Termination Date: 6/30/2019
Reason: Add additional hours at SFUAD

Amount $ 21,821.06 amendment # 6 Termination Date: 6/30/2019
Reason: Add additional hours at Santa Fe Regional Airport

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Amount $ -14,498.56 amendment # 7 Termination Date: 6/30/2019

Reason: Remove City Hall post

Amount $ 930,694.98 amendment # 8 Termination Date: 6/30/2022

Reason: Extend contract Term

Amount $ 88,927.04 amendment # 9 Termination Date: 6/30/2022

Reason: Add services at the Santa Fe Railyard

Amount $ 78,692.40 amendment # 10 Termination Date: 6/30/2022

Reason: Add services at Parks and Shelters

Total of Original Contract plus all amendments: $ $2,872,130.85

5 **Procurement Method of Original Contract:** (complete one of the lines)

RFP# 18/35/P Date: March 13, 2018

RFQ ☐ Date:

Sole Source ☐ Date:

Other

6 **Procurement History:** Third year of up to a 4-year contract

example: (First year of 4 year contract)

Fran Dunaway (Oct 20, 2020 10:55 MDT)

Comments:

Purchasing Officer Review

Comments or Exceptions: ********** Object: 1000001 Organization: 490210 CARES Ledger: CARES20PRA

7 **Funding Source:** N/A 5150403 **BU/Line Item:** N/A 572970

Alexis Lotero

Alexis Lotero (Oct 20, 2020 10:43 MDT)

Budget Officer Approval

Comments or Exceptions:

8 **Any out-of-the ordinary or unusual issues or concerns:**

None

(Memo may be attached to explain detail.)

9 **Staff Contact who completed this form:** Sam Burnett

Phone # 505-795-2491

10 **Certificate of Insurance attached.** (if original Contract) ☑

Submit to City Attorney for review/signature
Forward to Finance Director for review/signature

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Return to originating Department for Committee(s) review or forward to City Manager for review and approval (depending on dollar level).

To be recorded by City Clerk:

Contract # 18-0552

Date of contract Executed (i.e., signed by all parties): June, 11 2018

Note: If further information needs to be included, attach a separate memo.

Object: 1000001

Organization: 490210

CARES Ledger: CARES20PRA

GB PWD ALLIED AMENDMENT 10 & FORMS

Final Audit Report 2020-10-20

Created:	2020-10-20
By:	YODEL CATANACH (yocatanach@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAuwI5Za_j_wAFPDf4XWRxCqPeFvGMaJy1

"GB PWD ALLIED AMENDMENT 10 & FORMS" History

Document created by YODEL CATANACH (yocatanach@ci.santa-fe.nm.us)
2020-10-20 - 3:37:26 PM GMT- IP address: 63.232.20.2

Document emailed to Alexis Lotero (aclotero@santafenm.gov) for signature
2020-10-20 - 3:45:42 PM GMT

Email viewed by Alexis Lotero (aclotero@santafenm.gov)
2020-10-20 - 4:42:27 PM GMT- IP address: 104.47.65.254

Document e-signed by Alexis Lotero (aclotero@santafenm.gov)
Signature Date: 2020-10-20 - 4:43:39 PM GMT - Time Source: server- IP address: 63.232.20.2

Document emailed to Fran Dunaway (fadunaway@santafenm.gov) for signature
2020-10-20 - 4:43:42 PM GMT

Email viewed by Fran Dunaway (fadunaway@santafenm.gov)
2020-10-20 - 4:51:41 PM GMT- IP address: 104.47.64.254

Document e-signed by Fran Dunaway (fadunaway@santafenm.gov)
Signature Date: 2020-10-20 - 4:55:35 PM GMT - Time Source: server- IP address: 63.232.20.2

Agreement completed.
2020-10-20 - 4:55:35 PM GMT

Item# 20-0463
Munis Contract#

CITY OF SANTA FE
AMENDMENT No. 9 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 9 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add security services at the Santa Fe Railyard, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #9.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation

by a total of eighty-eight thousand, nine hundred and twenty seven dollars and four cents ($88,927.04), plus applicable gross receipts taxes and as described in Exhibit "B" attached hereto so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed two million seven hundred and ninety three thousand, four hundred and thirty eight dollars and forty five cents ($2,793,438.45), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Patrol Vehicle	$ 6.00	$ 6.00
Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

An additional sum of twenty five thousand dollars ($25,000.00) is included and shall be encumbered in the event that additional security service is required for emergencies, holidays, or special events.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 9 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER
MAYOR

Date: Oct 5, 2020

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

GB Mtg 09/09/2020 GC

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Aug 20, 2020 14:29 MDT)

ASSISTANT CITY ATTORNEY

APPROVED AS TO BUDGET:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME

TITLE
Date: 9/11/20

CRS #: 03-282745-00-08
Business License: 20-110418

Exhibit A - Scope of Services

Minimum Qualifications/Requirements

1) The Contractor shall have at least three (3) years of consecutive experience in the professional security services industry under the current company name, and shall have experience in governmental/public facilities.
2) The Contractor shall be licensed/registered, and shall maintain such licensing/registration, to perform security services pursuant to the New Mexico Private Investigations Act Section, 61-278-1 et seq- NMSA 1978, and the rules promulgated pursuant to the Private Investigations Act, 16.48.2 NMAC.
3) The Contractor shall be registered and current with the New Mexico Taxation and Revenue Department, New Mexico Workman's Compensation, The New Mexico Department of Workforce Solutions (Unemployment Insurance), and the United States Social Security Administration.
4) The Contractor shall ensure all security personnel assigned shall be in compliance with the Level I, Level II and Level III security personnel licensing/registration and training requirements pursuant to the New Mexico Private Investigations Act Section, 61-278-1 et seq- NMSA 1978, and the rules promulgated pursuant to the Private Investigations Act, 16.48.2 NMAC.
5) The Contractor shall provide the City of Santa Fe with copies of all security personnel license(s)/registration(s) prior to security personnel assuming duties at City locations(s).
6) The Contractor shall maintain a current license throughout the term of this agreement, and shall report the potential for license suspension, revocation, or limitation to the City within ten (10) days' notice from the State, County, or City licensing boards.
7) The Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form and with an insurance company acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is named as an additional insured and that the City is notified no less than 30 days in advance of cancellation for any reason. The Contractor shall furnish the City with a copy of a Certificate of Insurance as a condition prior to performing series under this Agreement.
8) Contractor shall also obtain and maintain Workers' Compensation insurance required by law to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.
9) Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a

condition prior to performing services under this Agreement. Unless otherwise stated in this Scope of Work, the Contractor shall follow the best practices established by the Department of Homeland Security.

10) All security personnel assigned must communicate fluently with verbal commands, as well as write reports and complete logs, in English. All hires must follow guidelines of equal employment opportunity and hiring of U.S. citizens.

11) The City of Santa Fe reserves the right to alter the days and/or hours of the Contractor. The City of Santa Fe also has the discretion to change the security personnel duties and schedules if the City determines it is in tile best interest to doso.

12) The Contractor shall provide the City of Santa Fe detailed invoices for hourly reimbursements of security services provided. The hourly costs will be based upon the Contractors successful bid which included all related costs and applicable taxes for each level of guards required. Unless otherwise required by the City of Santa Fe, Contractor shall provide invoices on a bi-weekly basis, City of Santa Fe will provide payment on a monthly basis.

13) All security personnel will be on time and are to be at their duty stations at the scheduled start and close of their shift.

14) Contractor Vehicle: Contractor shall provide a vehicle for the Municipal Parking Facilities (Mobile Patrol). Vehicle must be sufficient to meet all safety requirements and passenger limitations. Contractor provided vehicles must be clearly marked and have a light bar. Only clearly marked contractor owned or leased vehicles, not "Privately Owned Vehicles" (POVs) owned by individual employees, will be used to perform any services. Vehicle markings must be reviewed by the City of Santa Fe.

15) Weapons (as required)

a) The Contractor will furnish all pistols, 9mm or larger, for on-duty use by security personnel (Level III security personnel) at the City Hall / Santa Fe Convention Center, Santa Fe Regional Airport, and Municipal Court locations. Individuals at these locations must have completed a firearm handling and safety training course. The use of privately-owned firearms and or ammunition by contract security personnel is strictly prohibited. Contract security personnel shall not carry a concealed weapon onto any facility even if they are licensed to do so off of the installation. Weapons training, with qualification, shall be conducted semi-annually and follow the State of New Mexico Licensing requirements. Contractor will furnish all duty and training ammunition.

16) Special Provisions

a) Temporary Removal of Security Personnel Posing an Imminent Threat. Supervision and/or the City of Santa Fe, or designated representative at locations where security personnel are performing, may direct the Contractor to immediately and temporarily remove any individual(s) from duty who poses an imminent threat to safety of the general public, personnel, or government resources. The temporary removal will remain in effect until the incident prompting removal has been investigated and resolved to the satisfaction of the City of Santa Fe. Once the incident has

been resolved, the individual(s) will either be allowed to return to work on the contract or permanently removed from performance on the contract, in accordance with paragraph below as the City of Santa Fe deems appropriate. Temporary removal of security personnel does not relieve the contractor of any performance obligations/requirements or create an entitlement to an equitable adjustment.

b) Permanent Removal of Guard Personnel. The City of Santa Fe reserves the right to permanently exclude any individual(s) from performance under this contract whose performance does not meet contract and/or City of Santa Fe standards. Such failure includes, but is not limited to, falsifying reports or statements; mishandling weapons; loss, destruction, or irresponsible use of City equipment; character/actions incompatible with courteous public interaction or other criteria identified. When so instructed, the Contractor shall immediately remove such individual(s) in accordance with City of Santa Fe instructions. Permanent removal of guard personnel does not relieve the contractor of any performance obligations/requirements or create an entitlement to an equitable adjustment. The Contractor shall not, without consent, reinstate any employee who has been permanently removed.

c) The City has the right to approve/disapprove any security personnel. Contractor shall immediately transfer/remove security personnel from the account at the City's request. This includes the assigned Account Manager representing the Contractor. No such request shall be made for reasons that would violate applicable law.

17) Personnel Records: These records shall be available for inspection by the City of Santa Fe to ensure compliance with the state regulations. Records include, but are not limited to, state training completion, verification of license application state weapons and state training licenses/certifications, proof of medical and drug clearance for each employee, documented proof of completed local background investigation and other training documents.

18) Security personnel shall not perform duty at any location in excess of 12 hours and must have at least 8 hours rest between shifts. The consumption/intake of alcoholic beverages or other substances that would impair/alter judgment or performance during the 8 hour period prior to a scheduled shift is strictly prohibited.

19) Security personnel will be expected to maintain a clean work area, including facilities that they use. Security personnel will maintain cleanliness throughout their shift.

20) Contractor will be required to replace or repair, at its own expense, any equipment owned by the City of Santa Fe (such as, but not limited to, communication equipment; fire equipment; safety equipment; locks; keys; access control systems; etc.) damaged or lost through abuse or neglect by the Contractor or its employees. Use of the City's telephone system for personal use is prohibited, and the cost of such usage will either be billed to the Contractor, or deducted from the monthly payment, at the discretion of the City.

21) Security personnel shall have the ability to pass annual drug and alcohol testing. Additionally, physical examination of security personnel shall be conducted by a licensed physician whenever the Contractor has reasonable belief, based on observed behavior, that the officer cannot perfonn essential job functions and/or such officer may pose a direct threat due to a medical condition.

Facility Profiles

The total amount of security service averages approximately 500 hours per week for all facilities. See attached for a complete schedule breakdown by facility.

Municipal Parking Facilities (Mobile Patrol)
The City of Santa Fe Parking Division operates four Municipal parking facilities. Railyard Municipal Garage (404 spaces; 320 utilized average/day), Sandoval Municipal Garage (404 spaces; 625 utilized average/day), Santa Fe Community Convention Center Municipal Garage (522 spaces; 675 utilized average/day), and Water Street Municipal Lot (156 spaces; 320 utilized average/day). Mobile Patrol also conducts security patrols and services for other City facilities as necessary during their hours of operation.

Main Library; 145 Washington Ave.
The City of Santa Fe Main Library is approximately 37,500 square feet over three floors. It is open to the public, averaging 800 patrons per day. Approximately 28 library staff and 5-7 volunteers work within this facility.

La Farge Library; 1730 Llano Street
The City of Santa Fe La Farge library branch is approximately 12,500 square feet over one floor. It is open to the public, averaging 638 patrons per day. Approximately 11 library staff and 2-3 volunteers work within this facility.

Southside Library; 6599 Jaguar Drive
The City of Santa Fe Southside library branch is approximately 25,000 square feet over one floor. It is open to the public, averaging 566 patrons per day. Approximately 13 library staff and 14 volunteers work within this facility.

Santa Fe Trails
Santa Fe Trails operates a City-wide transportation system consisting of 433 bus stops, 10 bus routes and 3 downtown shuttles; averaging approximately 71,000 ridership per month.

Genoveva Chavez Community Center; 3221 Rodeo Road
The Genoveva Chavez Community Center is a 177,000 square foot community center that includes an ice rink, aquatic center with 3 pools, a full size gymnasium, fitness, and aerobics area. There are on average over 2,000 visits daily, including staff and the general public.

City Hall (201 Lincoln Ave.) / Santa Fe Convention Center (201 West Marcy St.)
City Hall is the primary facility for city administration. It is approximately 41,700 square feet over three floors. Departments located within City Hall include the Mayor's Office, City

Council, City Manager's Office, City Attorney, City Clerk, Finance Department, and Land Use Department. Approximately 200 staff work within this facility daily, with an additional 50-100 when meetings are held within the building. This building occasionally receives demonstrators, protestors, and constituents who demand to see elected and/or senior officials of the City.
The Santa Fe Convention Center is home to TOURISM Santa Fe and the Arts Commission. The facility is approximately 30,000 square feet of rentable indoor space, an additional 10,000 square feet of outdoor rentable space, and 40,000 square feet of administrative offices and back of house, non-public spaces. The facility has 36 permanent employees on a daily basis, with 60+ visitors daily, 70,000 -100,000 visitors annually through conferences, gala's, other events, etc.

Municipal Court; 2511 Camino Entrada
The Municipal Court houses the public courtroom, City Prosecutor, Paralegal and the Public Defender. The Municipal Court oversees the following cases: Traffic, Animal, Parking, Shoplifting, DUI, Petty Misdemeanors, and Code Enforcement.

Santa Fe Regional Airport; 121 Aviation Drive
The Santa Fe Regional Airport terminal building is approximately 10,000 square feet, consisting of passenger waiting areas and tenant-leased space. The airport has an average of 520 passengers arriving and departing daily, with between 6-10 arrivals and departures daily with two major commercial airlines.

Services

Contractor shall provide unarmed and armed security services, as specified by each location, in and around City of Santa Fe facilities. Contract security personnel will provide a variety of services, implementing the City of Santa Fe's security objectives according to policies and procedures which may include but is not limited to the following general tasks:

- Entry and egress access control;
- Roving patrols of interior and exterior building areas, including parking facilities as applicable;
- Perform roving patrols of all mobile patrol facilities, each hour, from a marked security unit furnished with flashing lights;
- Provide initial response to security incidents;
- Assist with fire drills/evacuation drills;
- Notify the Santa Fe Regional Emergency Communications Center of a need for police, fire, or medical assistance;
- Visitor and building employee identification verification;
- Incident and daily operating reports;
- Monitoring and responding to building intrusion detection systems;
- Monitoring alarms and fire detection equipment;
- Responding as necessary to support other life safety duties as identified in post orders and standard operating procedures;
- Other specific tasks as required, as specified in post orders or by site-location manager.

Contractor shall provide an Automated Electronic Guard Tour System, as is mutually agreed upon between the City of Santa Fe and Contractor. A GPS-based monitoring system is strongly preferred. Security personnel shall be required to activate all electronic guard tour key stations within each facility as designated by the City and in accordance with the patrol times specified as agreed to within post orders. Contractor will be required to provide access to City site managers to review incident reports, activity logs, time-reports, etc. Contractor shall also provide training on the system to City site managers.

Contractor shall provide appropriate and necessary management and supervision for all Contractor's employees by designating an Account Manager who shall coordinate all issues relating to this contract, staffing, performance, etc., and will be the point of contact for the City. The Account Manager shall:

- Cover City of Santa Fe Security Management responsibilities as needed.
- Provide on call services 24rl for City of Santa Fe; be able to respond 24/7 to handle any security problems that should arise; and be able to work varied shifts and split shifts.
- Coordinate the security coverage for all City of Santa Fe security requests.
- Develop a training program and coordinate all training requirements for security personnel assigned to this account-and update the program on a regular basis.
- The Account Manager must be able to effectively deal with a variety of personality types in public situations.
- Maintain security records for access logs, incident reports (along with police reports) for a minimum of three (3) years after the end of the calendar year. Daily logs shall be held for a minimum of one (1) year after the end of the calendar year.
- Submit reports with appropriate documentation of all situations which are considered security breaches, incidents, and/or system failures.
- Review all safety issues and security documentation prepared and/or provided by security personnel.
- Know how to perform every position and provide training for these positions to subordinates.
- Perform other duties as assigned.

Contractor shall develop a comprehensive set of Post Orders documenting both general procedures as well as site-specific responsibilities. Preliminary Post Orders shall be prepared in cooperation with the City of Santa Fe prior to the commencement of the contract. Final Post Orders shall be provided to the City of Santa Fe for review and approval 30 calendar days after first date of service. All security personnel will be required to read and verify they understand the Post Orders and at minimum, shall be tested during the on-the-job training (OJT) period, annually or more frequently during site inspections. Contractor shall ensure hiring, training and administration of motivated and professional employees that meet or exceed both Contractor's and the City of Santa Fe's standards. Post Orders should be updated as changes necessitate, and shall be reviewed by both the Contractor and City of Santa Fe annually.

Contractor may be required to work special events, such as Spanish Market, Indian Market, Fiestas, etc. on the date(s) and time(s) specified by the City. The City shall provide the Contractor with two weeks' notice for regularly scheduled events. However, this does not preclude the need for emergency service with less than two weeks' notice in the event of an emergency or special event not regularly scheduled.

Training

All training costs must be included in the billing rate. Contractor shall cross train all positions. Contractor shall:

1. Develop a training manual specifically for security personnel assigned to the City of Santa Fe.
2. Meet the minimum training requirements for the State of New Mexico requirements pursuant to the New Mexico Private Investigations Act Section, 61-278-1 et seq- NMSA 1978, and the rules promulgated pursuant to the Private Investigations Act, 16.48.2 NMAC, and a minimum of 24 hours of on-the-job training per position. All training costs are the responsibility of the Contractor and must be included in the billing rate.
3. Design a specific course of training for each position based on written post orders.
4. Provide training that includes the following:
   - Safety;
   - Building/facility familiarization including a detailed tour of all sites, functions, and facilities;
   - Knowledge of a security personnel's limit of authority;
   - Knowledge of job duties;
   - Access control;
   - Public relations;
   - Patrol techniques;
   - Responding to bomb threat situations;
   - Fire prevention and control and the use of fire extinguishers;
   - Communication training including verbal judo;
   - Employee rights, responsibilities, and expectations;
   - Workplace violence and conflict resolution;
   - Reporting procedures for incidents, personal injury, and property damage;
   - Dealing effectively with the homeless and mentally ill;
   - Exclusion policies;
   - Lost and found procedures;
   - CPR certified (including defibrillation) and First Aid certified by the American Heart Association or equivalent (as approved by the City of Santa Fe) within four (4) months of hire;
   - ADA training;
   - Radio procedures and protocols;
   - Grooming and uniform appearance;
   - Defense tactics, handcuff procedures;
   - De-escalation training.

5. Contractor is "encouraged" (but not required) to provide training that includes the following:
   - Crowd psychology, control, and management;
   - Limited force ejection techniques;
   - Drug and alcohol awareness training.
6. Any security personnel who is assigned to the Santa Fe Regional Airport must complete the following prior to assignment:
   - Security Identification Display Area (SIDA)/Secured Area Badge Application;
   - Complete and pass a Criminal History Records Check and Security Threat Assessment;
   - Complete online and in-person SIDA/Secured Area Training;
   - Complete Santa Fe Regional Airport Security personnel Orientation with an Airport Law Enforcement Officer or Airport Security Coordinator.
7. Contractor must certify that training, as outlined herein, has been provided to each employee. The Contractor must also supply the City with a roster of trained personnel, listing employees by name, and the dates and frequency of training.
8. Whenever a new security personnel is assigned to a post, Contractor shall arrange for the new personnel to be trained for a minimum of 24-hours with an experienced security personnel prior to the new individual taking over the post alone. The Contractor shall bear the cost of this training and the City shall be billed for the services of only the experienced security personnel.

Uniforms and Equipment

- All security personnel shall wear the registration card on the outside of the guard's uniform so that the card is visible to others, as specified in 61-278-22(0) NMSA 1978.
- All security personnel will maintain a high standard of dress and professional appearance at all times. All uniforms will be clean, serviceable, pressed, and will conform with NMSA 1978 61-278-1 through 61-278-36, section 16.48.3.12.
- Uniforms will be of consistent color, appearance, and in good condition. Uniforms should only be worn when the security personnel is on official duty or in transit between their residence and post location.
- Contractor will not require employees assigned under the terms of this Agreement to purchase supplied uniforms.
- Equipment to be utilized by security personnel shall be provided by the contractor, unless agreed to by the City.

Allied Universal Security Services - Scope of Work Exhibit B

Level 3 Guard	2000	0	0	$54,651.60	$0.00	$54,651.60
Schedule:	Flexible					
Hours Per Week:	40+					
Level 1 Guard	2990	0	0	$58,813.30	$0.00	$58,813.30
Schedule:	Mon–Thurs 2:30pm–10:30pm (32)	Fri-Sat 12:00pm–8:30pm (17)	Sunday 10:00am-6:30pm (8.5)			
Hours Per Week:	57.5					
Level 2 Guard	3016	0	0	$62,702.64	$0.00	$62,702.64
Schedule:	Mon–Wed 10:00am–8:00pm (30)	Thur-Sat 10:00am–6:00pm (24)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	58					
Weeks in Contract:	52					
Level 2 Guard	3120	0	0	$64,864.80	$0.00	$64,864.80
Schedule:	Mon–Thurs 10:00am–8:00pm (40)	Fri-Sat 10:00am–6:00pm (24)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	60					
Weeks in Contract:	52					
Level 2 Guard	3120	0	0	$64,864.80	$0.00	$64,864.80
Schedule:	Mon–Thurs 10:00am–8:00pm (40)	Fri-Sat 10:00am–6:00pm (16)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	60					
Level 1 Mobile Guard	8568	0	168	$220,968.72	$5,984.16	$226,952.88
Schedule:	24 Hours/Day - 7 Days/Week (168)					
Hours Per Week:	168					
Level 3 Guard	5712	0	112	$132,004.32	$3,883.04	$135,887.36
Schedule:	4:00pm-8:00am - 7 Days/Week (112)					
Hours Per Week:	112					
Level 1 Mobile Guard	1428	0	28	$38,007.93	$1,020.49	$39,028.43
Schedule:	9:30pm-1:30am - 7 Days/Week (4)					
Hours Per Week:	28					
Level 3 Guard	2080	325	0	$48,068.80	$11,267.75	$59,336.55
Schedule:	Mon-Fri - 7:45am-5:00pm (9.25)					
Hours Per Week:	46.25					
Level 3 Guard	0	72	0	$0.00	$2,496.24	$2,496.24
Schedule:	2nd Fri - 1:00pm-3:00pm (2X3 (6))					
Hours Per Week:	6					

Level 1 Guard	1785	0	35	$35,110.95	$1,032.50	$36,143.45
Schedule:	7:00pm-12:00am - 7 Days/Week (5)					
Hours Per Week:	35					
Level 3 Guard	5176.5	0	101.5	$119,628.92	$3,519.01	$123,147.92
Schedule:	4:30am-7:00pm - 7 Days/Week (14.5)					
Hours Per Week:	101.5					
Security	**Total Position Hours**					**Total Annual Cost**
Level 1 Guard	1040	0	0	$20,456.80	$0.00	$20,456.80
Schedule:	Mon-Fri 5:30am-9:30am (4)					
Hours Per Week:	20					
Rover	**Total Position Hours**					**Total Annual Cost**
Level 3 Guard	2912	0	0	$67,296.32	$0.00	$67,296.32
Vehicle						$4,576.32
Dashcam						$120.00
HeliAUS Cellphone						$1,800.00
Schedule:	8:00pm-4:00am - 7 Days/Week (8)					
Hours Per Week:	56					
Contract Sub-Total:						$1,023,139.41
Unforseen Cost Over Runs:						$25,000.00
Contract Sub-Total w/ Cost Over Runs:						$1,048,139.41
NMGRT (8.4375%):						$88,436.76
Contract Total w/ Cost Over Runs:						$1,136,576.17

ITEM # 20-0248

CITY OF SANTA FE
AMENDMENT No. 8 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 8 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to remove security services at the Railyard Visitor Center, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit "A" – Scope of Services attached hereto, Amendment #8.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of nine hundred seventy-four thousand three hundred forty-six dollars and seventy-seven cents ($974,346.77), plus applicable gross receipts taxes and as described in Exhibit

"B" attached hereto so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed two million seven hundred and four thousand five hundred and eleven dollars and forty-one cents ($2,704,511.41), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Vehicle	$ 6.00	$ 6.00
Parking Mobile Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

An additional sum of twenty five thousand dollars ($25,000.00) is included and shall be encumbered in the event that additional security service is required for emergencies, holidays, or special events.

3. TERM:

Article 5 of the Agreement is hereby deleted in its entirety and substitute the following Article 5 in its place:

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and shall terminate on June 30, 2022 unless sooner pursuant to Article 6 below.

4. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 8 to the City of

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 6/1/2020

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
QB 5/27/20

CITY ATTORNEY'S OFFICE:

4/24/20
SENIOR ASSISTANT CITY ATTORNEY

APPROVED AS TO FINANCES:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

See Attached
NAME

TITLE
Date:

CRS #: 03-282745-00-08
Business License: 20-110418

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 6/1/2020

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
QB 5/27/20

CITY ATTORNEY'S OFFICE:

5/24/20
SENIOR ASSISTANT CITY ATTORNEY

APPROVED AS TO FINANCES:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME
Steve Claton
TITLE President, Southwest Region
Date: 6/22/20

CRS #: 03-282745-00-08
Business License: 20-110418

ITEM # 19-0514

CITY OF SANTA FE
AMENDMENT No. 7 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 7 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to remove security services at the Railyard Visitor Center, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #7.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of nine hundred thirty thousand six hundred ninety four dollars and ninety eight cents ($930,694.98), plus applicable gross receipts taxes, so that Article 3, paragraph A reads

in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed one million seven hundred thirty thousand one hundred sixty four dollars and sixty four cents ($1,730,164.64), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Vehicle	$ 6.00	$ 6.00
Parking Mobile Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

3. TERM:

Article 5 of the Agreement is hereby deleted in its entirety and substitute the following Article 5 in its place:

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and shall terminate on June 30, 2020 unless sooner pursuant to Article 6 below. The term of this Agreement may be extended on all the same terms and conditions except "Compensation" Section 3 for additional period(s) of one (1) year each, not to exceed four (4) years, by a written amendment and mutual agreement of the parties on the Compensation to be effective during each one (1)-year renewal period.

4. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 7 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 6/28/19

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

See attached

Date: 6.28.19

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
cc mtg 6.28.19

CRS #: 03-282745-00-08
Business License: 19-110418

APPROVED AS TO FORM:

6/11/19
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 12002.510310; 52401.510310; 52800.510310; 52702.510310; 52910.510310

IN WITNESS WHEREOF, the parties have executed this Amendment No. 7 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: _____

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

Date: 6/28/19

ATTEST:

CRS #: 03-282745-00-08
Business License: 19-110418

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

6/11/19
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 12002.510310; 52401.510310; 52800.510310; 52702.510310; 52910.510310

ITEM # 19-0334

CITY OF SANTA FE
AMENDMENT No. 6 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 6 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be effective on 15 February 2019.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to eliminate the City Hall/Santa Fe Community Convention Center security post, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #6.

2. COMPENSATION

Article 3, paragraph A of the Agreement is amended to **decrease** the amount of compensation by a total of fourteen thousand four hundred ninety eight dollars and fifty-six cents ($14,498.56), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed seven hundred ninety nine thousand four hundred sixty nine dollars and sixty-six cents ($799,469.66), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport – Level 3

Hourly Rate: $22.66

Total for 5,040 Regular Hours: $114,206.40

Hourly Rate for Holiday Hours: $33.99

Total for 142 Holiday Hours: $4,826.58

Total for Regular and Holiday Hours: $119,032.98

Santa Fe Regional Airport – Level 1

Hourly Rate: $19.28

Total for 1,004 Regular Hours: $19,357.12

Hourly Rate for Holiday Hours: $28.92

Total for 28 Holiday Hours: $809.76

Total for Regular and Holiday Hours: $20,166.88

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

Railyard Visitor Center

Hourly Rate: $19.28

Total for 1,424 Regular Hours: $27,454.72

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $27,454.72

University of Art & Design Campus (inclusive of vehicle costs)

Hourly Rate: $25.28

Total for 2,120 Regular Hours: $53,593.60

Hourly Rate for Holiday Hours: $37.92

Total for 64 Holiday Hours: $2,426.88

Total for Regular and Holiday Hours: $56,020.48

As part of the compensation, the City of Santa Fe will provide the Contractor an office space at the University of Art and Design Campus. The space will be a 10' x 12' (120 SF), lockable private office within the Fogelson Library (Bldg. 4). The Contractor will have 24/7 access to the office. The office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt, approval, and acceptance by the City of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the City.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 6 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 5/9/19

ATTEST:

YOLANDA Y. MIGIL, CITY CLERK
cc mtg. 5/8/2019

APPROVED AS TO FORM:

2/7
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

5/9
MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

See Attached
NAME & TITLE

Date:

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 6 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date:

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

2/7
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME & TITLE

Date: 3/18/19

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

ITEM # 19-0223

CITY OF SANTA FE
AMENDMENT No. 5 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 5 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add an additional 72-hours of level-3 security officer hours of coverage and 1,032 hours of level-1 security officer hours of coverage at the Santa Fe Regional Airport and for invoices to be provided on a monthly rather than bi-weekly basis, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #5.

2. COMPENSATION

Article 3, paragraph A of the Agreement is amended to increase the amount of

compensation by a total of twenty one thousand eight hundred twenty-one dollars and six cents ($21,821.06), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed eight hundred thirteen thousand nine hundred sixty-eight dollars and twenty-two cents ($813,968.22), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport – Level 3

Hourly Rate: $22.66

Total for 5,040 Regular Hours: $114,206.40

Hourly Rate for Holiday Hours: $33.99

Total for 142 Holiday Hours: $4,826.58

Total for Regular and Holiday Hours: $119,032.98

Santa Fe Regional Airport – Level 1

Hourly Rate: $19.28

Total for 1,004 Regular Hours: $19,357.12

Hourly Rate for Holiday Hours: $28.92

Total for 28 Holiday Hours: $809.76

Total for Regular and Holiday Hours: $20,166.88

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

Railyard Visitor Center

Hourly Rate: $19.28

Total for 1,424 Regular Hours: $27,454.72

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $27,454.72

University of Art & Design Campus (inclusive of vehicle costs)

Hourly Rate: $25.28

Total for 2,120 Regular Hours: $53,593.60

Hourly Rate for Holiday Hours: $37.92

Total for 64 Holiday Hours: $2,426.88

Total for Regular and Holiday Hours: $56,020.48

As part of the compensation, the City of Santa Fe will provide the Contractor an office space at the University of Art and Design Campus. The space will be a 10' x 12' (120 SF), lockable private office within the Fogelson Library (Bldg. 4). The Contractor will have 24/7 access to the office. The

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 5 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 4/1/19

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
cc mtg. 3/27/2019

APPROVED AS TO FORM:

1/30
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

See Attached
NAME & TITLE

Date:

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 5 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

_____
ALAN WEBBER, MAYOR

Date:_____

ATTEST:

_____
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

_____ 1/30
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

_____
MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

_____
NAME & TITLE

Date: 2/4/19

CRS #: 03-282745-00-08
Business License: 18-00110418

ITEM # 19-0192

CITY OF SANTA FE
AMENDMENT No. 4 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 4 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add an additional 3,600 hours of level-1 security officer hours of coverage and 2,400 hours of level-3 security officer hours of coverage at the University of Art and Design campus, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #4.

2. COMPENSATION

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of one hundred forty five thousand eight hundred seventy-six dollars and sixty-four cents ($145,876.64), plus applicable gross receipts taxes, so that Article 3, paragraph A

reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed seven hundred ninety two thousand one hundred forty-seven dollars and sixteen cents ($792,147.16), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport – Level 3

Hourly Rate: $22.66

Total for 5,040 Regular Hours: $114,206.40

Hourly Rate for Holiday Hours: $33.99

Total for 142 Holiday Hours: $4,826.58

Total for Regular and Holiday Hours: $119,032.98

Santa Fe Regional Airport – Level 1

Hourly Rate: $19.28

Total for 1,004 Regular Hours: $19,357.12

Hourly Rate for Holiday Hours: $28.92

Total for 28 Holiday Hours: $809.76

Total for Regular and Holiday Hours: $20,166.88

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 4 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 4/1/19

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
cc mtg. 3/13/2019

APPROVED AS TO FORM:

3/29/19
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

3/29/19
MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

See attached
NAME & TITLE

Date:

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 4 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

_____
ALAN WEBBER,

Date:_____

ATTEST:

_____
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

_____
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

_____
MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

CONTRACTOR:
Universal Protection Service, LP d/b/a
Allied Universal Security Services

_____
STEVE CLATON, PRESIDENT

Date: 4/11/18

CRS #: 03-282745-00-08
Business License: 18-00110418

ITEM # 18-1318

CITY OF SANTA FE
AMENDMENT No. 3 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 3 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A , is amended to provide professional security services for the University of Art and Design campus.

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #3.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of fifty six thousand twenty dollars and forty eight cents ($56,020.48), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its

entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed six hundred forty six thousand two hundred seventy dollars and fifty two cents ($646,270.52), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport

Hourly Rate: $22.66

Total for 4,970 Regular Hours: $112,620.20

Hourly Rate for Holiday Hours: $33.99

Total for 140 Holiday Hours: $4,758.60

Total for Regular and Holiday Hours: $117,378.80

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

Railyard Visitor Center

Hourly Rate: $19.28

Total for 1,424 Regular Hours: $27,454.72

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $27,454.72

University of Art & Design Campus (inclusive of vehicle costs)

Hourly Rate: $25.28

Total for 2,120 Regular Hours: $53,593.60

Hourly Rate for Holiday Hours: $37.92

Total for 64 Holiday Hours: $2,426.88

Total for Regular and Holiday Hours: $56,020.48

As part of the compensation, the City of Santa Fe will provide the Contractor an office space at the University of Art and Design Campus. The space will be a 10' x 12' (120 SF), lockable private office within the Fogelson Library (Bldg. 4). The Contractor will have 24/7 access to the office. The office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 3 to the City of

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 11/21/2018

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME & TITLE

Date: 10/15/18

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

CRS #: 03-282745-00-08
Business License: 18-00110418

APPROVED AS TO FORM:

9/25

ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

11/21

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

ITEM # 18-1304

CITY OF SANTA FE
AMENDMENT No. 2 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 2 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated May 31 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. STANDARD OF PERFORMANCE; LICENSES

Article 2 of the Agreement is amended to add Paragraph C:

C. Performance Requirements and Contract Liquidated Damages

1) Certain levels of operation in accordance with the scope of services section, but not limited to, shall be met by the Contractor to ensure satisfactory service to the City and the public. It is the responsibility of the Contractor to provide the City of Santa Fe with appropriate management information reports that will enable the City to monitor all of the service levels. The Contractor shall maintain all records necessary for the City of Santa Fe to audit and substantiate compliance with all monitoring requirements.

a. Each service level has a corresponding credit to City for non-compliance. All credits will be deducted from any amount payable pursuant to the Contractor's monthly statement for the month in which the service level was not fulfilled.

b. Additional credits for non-compliance detailed in this section are intended to encourage the Contractor to perform all services at the required levels. The assessment of additional credits, however, does not affect City's option to terminate this contract for failure to comply with service levels.

c. The credits that are set forth reflect City's estimate of risks associated with non-compliance of the Scope of Services by the Contractor in each instance. Contractor agrees that City's estimates are fair and reasonable and are valid in light of the fact that exact damages are difficult, if not impossible, to quantify.

d. The Contractor shall maintain sufficient staff and equipment to provide high level services within the requirements set forth by the Scope of Services. The following credits to the City for non-compliance have been established:

i. Data Accuracy

The Contractor is required to maintain a 98% level of accuracy for each day's data collected from guard patrol monitoring system, guard post personnel assignment system, time card entries, payroll and incident reports. A credit of $100 per day for each business day will be deducted from the Contractor's monthly charges for failure to meet these criteria.

ii. Accountability

In the event that any of the Contractor's monitoring Systems cannot provide

required reports, a credit of $500 per week will be deducted from the Contractor's monthly charges for failure to meet this criterion.

iii. Systems' Availability

System availability is defined as the time during the principal hours of operation when the Contractor is providing services, including all subsystems, is available to the City of Santa Fe for monitoring purposes. System availability shall be maintained at 98%, Monday through Friday at a minimum from 8:00 a.m. to 6:00 p.m. The Contractor shall make available access to all Contractor's monitoring systems from a City desktop computer for monitoring purposes. It is the Contractor's responsibility to ensure that this requirement is fully met at Contractor's expense. The system availability requirement shall not be in effect during the period of time that the Contractor is experiencing a catastrophic failure. A catastrophic failure includes Acts of God, as well as natural (such as earthquake, fire or flood) and un-natural catastrophes that are not caused by the negligence of the Contractor.

In the event that an availability level of 98% is not achieved for any individual calendar month, a credit of $250 for each month will be deducted from the Contractor's monthly charges.

iv. System Discontinuance and Backup

The Contractor shall agree to establish an ISDN backup connection within five (5) minutes of receipt of notification from the City that any data circuit is inoperable.

Failure to establish the system backup connection within the time limit stated above will result in a credit to the City of $500 per working day of delay.

v. Operational Performance

The City expects the Contractor to ensure that the assigned guard to every Post arrives at their designated Post a few minutes ahead of their scheduled start time so that they can be ready to start their shift precisely at the required start time. When a Post is not manned by a security guard at the pre-established start time, a credit to the City will result as follows:

1. No guard at Post at the pre-established start of shift time, a credit of $250 per occurrence will be deducted from the Contractor's monthly charges.
2. No guard at Post 15 minutes past the pre-established start of shift time, a credit of $500 for each occurrence will be deducted from the Contractor's monthly charges.
3. No guard at Post 30 minutes past the pre-established start of shift time, a credit of $750 per occurrence will be deducted from the Contractor's monthly charges.
4. No guard at Post 1 hour or more past the pre-established start of shift time, a credit of $1,500 per occurrence will be deducted from the Contractor's monthly charges.

2. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 2 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 11/29/18

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

Date: 10/15/18

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
DC mtg. 11/14/18

CRS #: 03-282745-00-08
Business License: 18-00110418

APPROVED AS TO FORM:

9/25
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310

ITEM # 18-1303

CITY OF SANTA FE
AMENDMENT No. 1 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 1 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add professional security services for the Tourism Santa Fe Railyard Visitor Center, additional hours of coverage at La Farge Library, and additional hours of coverage at the Genoveva Chavez Community Center, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of thirty-three thousand seven hundred three dollars and twenty-eight cents

($33,703.28), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed five hundred ninety thousand two hundred fifty dollars and four cents ($590,250.04), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,640.77

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,640.77

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 11/29/18

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

Date: 10/15/18

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
CC mtg. 11/14/18

CRS #: 03-282745-00-08
Business License: 18-00110418

APPROVED AS TO FORM:

9/25
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310

ITEM # 18-0552

CITY OF SANTA FE

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Agreement shall be the date when it is executed by the City and the Contractor, whichever occurs last.

1. SCOPE OF SERVICES

The Contractor shall provide scope of services as defined in Exhibit A.

2. STANDARD OF PERFORMANCE; LICENSES

A. The Contractor represents that it possesses the personnel experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

3. COMPENSATION

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed five hundred fifty six thousand five hundred forty six dollars and seventy six cents ($556,546.76), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager
Hourly Rate: $26.26
Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,714 Regular Hours: $55,320.21

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $55,320.21

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport

Hourly Rate: $22.66

Total for 4,970 Regular Hours: $112,620.20

Hourly Rate for Holiday Hours: $33.99

Total for 140 Holiday Hours: $4,758.60

Total for Regular and Holiday Hours: $117,378.80

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 2,918 Regular Hours: $56,259.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

An additional sum of twenty five thousand dollars ($25,000.00) is encumbered in the event that additional security service is required for emergencies, holidays, or special events.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt, approval and acceptance by the City of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the City.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and shall terminate on June 30, 2019 unless sooner pursuant to Article 6 below. The term of this Agreement may be extended on all the same terms and conditions except "Compensation" Section 3 for additional period(s) of one (1) year each, not to exceed four (4) years, by a written amendment and mutual agreement of the parties on the Compensation to be effective during each one (1)-year renewal period .

6. TERMINATION

A. This Agreement may be terminated by the City and the Contractor upon 60 days written notice by the terminating party to the non-terminating party.

(1) The Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the City original copies of all work product, research or papers prepared under this Agreement.

(2) If compensation is not based upon hourly rates for services rendered, therefore the City shall pay the Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination, and for which compensation has not already been paid.

(3) If compensation is based upon hourly rates and expenses, Contractor shall be paid for services rendered and expenses incurred through the date Contractor receives notice of such termination.

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

C. The Contractor shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this Agreement.

8. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made

available to any individual or organization by the Contractor without the prior written approval of the City.

9. CONFLICT OF INTEREST

The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. Contractor further agrees that in the performance of this Agreement no persons having any such interests shall be employed.

10. ASSIGNMENT; SUBCONTRACTING

The Contractor shall not assign or transfer any rights, privileges, obligations or other interest under this Agreement, including any claims for money due, without the prior written consent of the City. The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City.

11. RELEASE

The Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the City, its officers and employees, from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the City to any obligation not assumed herein by the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INSURANCE

A. The Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form and with an insurance company acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is included as an additional insured to the extent of the Contractor's indemnification obligations under this Agreement and up to the required insurance coverage amount, and that the City is notified no less than 30 days in advance of cancellation for any reason. The Contractor shall furnish the City with a copy of a Certificate of Insurance as a condition prior to performing services under this Agreement.

B. Contractor shall also obtain and maintain Workers' Compensation insurance, required by law, to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.

C. Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

13. INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend the City from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever to the extent caused by Contractor's willful, negligent, or reckless performance under this Agreement as well as by the willful, negligent, or reckless performance of Contractor's employees, agents, representatives and subcontractors. Under no circumstances will either party be liable to the other party, or any other person or entity, for consequential, incidental, indirect or punitive damages, or for lost profits.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

15. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the City and the Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

16. RECORDS AND AUDIT

The Contractor shall maintain, throughout the term of this Agreement and for a period of three years thereafter, detailed records that indicate the date, time and nature

of services rendered. These records shall be subject to inspection by the City, the Department of Finance and Administration, and the State Auditor. The City shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

17. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the City of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

18. AMENDMENT

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

19. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understandings have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

20. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of services by Contractor hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

21. SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

22. NOTICES

Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

City of Santa Fe:
200 Lincoln Ave.
Santa Fe, NM, 87501

Contractor:
Allied Universal
Eight Tower Bridge, Suite 600
161 Washington Street
Conshohocken, PA 19428
ATTN: General Counsel

23. FORCE MAJEURE

Contractor shall not be responsible for additional expenses and costs incurred by it or the City to provide Services pursuant to this Agreement as a result of unusual circumstances including, but not limited to, strikes, riots, revolutions, wars, military actions, fires, floods, droughts, natural disasters, pandemics, active shooter events,

snow storms, blizzards or other inclement weather, accidents, insurrections, lockouts or other acts of God, perils of the sea, stoppage of labor, or other events considered as "Force Majeure", or by any other unavoidable cause beyond Contractor's reasonable control. All such additional expenses shall be the responsibility of the City as an additional charge invoiced and paid by the City as it is incurred, pursuant to the terms of the Billing section of this Agreement. Additionally, to the extent that Contractor is unable to perform, or is delayed in performing, the Services due to a Force Majeure event, such nonperformance or delayed performance is not a breach of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

DATE: June 11, 2018

CONTRACTOR:

UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVICES

See attached

NAME, TITLE

DATE:

CRS# 03-282745-00-8
City of Santa Fe Business Registration # 18-00110418

ATTEST:

Yolanda Y. Vigil

YOLANDA Y. VIGIL
CITY CLERK
CC mtg. 5/31/18

APPROVED AS TO FORM:

GENO ZAMORA, INTERIM CITY ATTORNEY

APPROVED:

6/5/18

~~KENT DEYOUNG~~, INTERIM FINANCE DIRECTOR
Brad Fluetsch, CFA

Business Unit Line Item

The funding sources effected by this amendment are as follows: Mobile Patrol ($53,573.22 from 52155.510310); Libraries ($132,729.85 from 12100.510310, $69,260.16 from 22774.510310, and $5,591.59 from 52102.510310); City Hall / SFCCC ($15,908.41 from each of 52102.510310, 22210.510310 and 52155.510310); Municipal Court ($63,201.37 from 12002.510310); Transit ($26,999.22 from 52401.510310); Airport ($132,455.43 from 52800.510310); GCCC ($66,751.69 from 52701.510310).

CITY OF SANTA FE:

CONTRACTOR:

UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVICES



MAYOR

NAME, TITLE Pres. Dir

DATE:_____

DATE: 5/29/18

CRS# 03-282745-00-8
City of Santa Fe Business
Registration # 18-00110418

ATTEST:

YOLANDA Y. VIGIL
CITY CLERK

APPROVED AS TO FORM:

5/2
GENO ZAMORA, INTERIM CITY ATTORNEY

APPROVED:

, FINANCE DIRECTOR

Business Unit Line Item

The funding sources effected by this amendment are as follows: Mobile Patrol ($53,573.22 from 52155.510310); Libraries ($132,729.85 from 12100.510310, $69,260.16 from 22774.510310, and $5,591.59 from 52102.510310); City Hall / SFCCC ($15,908.41 from each of 52102.510310, 22210.510310 and 52155.510310); Municipal Court ($63,201.37 from 12002.510310); Transit ($26,999.22 from 52401.510310); Airport ($132,455.43 from 52800.510310); GCCC ($66,751.69 from 52701.510310).

City of Santa Fe, New Mexico
Memorandum

DATE: October 21, 2020

TO: Governing Body

VIA: Regina Wheeler, Public Works Department Director RW

FROM: Sam Burnett, Public Works Property Maintenance Manager

ITEM AND ISSUE:
Request for the Approval of Amendment #11 to Service Contract 18-0552 increasing compensation in the Total Amount of $174,854.08 plus NMGRT for security services on the Santa Fe Plaza; Universal Protection Services, LP dba Allied Universal Security; Sam Burnett, Public Works Property Maintenance Manager, jsburnett@santafenm.gov, 505-795-2498)

BACKGROUND AND SUMMARY:
Since July 1, 2018 Universal Protection Services LP, dba Allied Security, has been providing security services for a variety of City facilities. These facilities currently include the Santa Fe Railyard, Genoveva Chavez Community Center, La Farge Library, Main Library, South-side Library, Midtown Campus, Municipal Courts, Municipal Courts at Pete's Place, Santa Fe Regional Airport, Santa Fe Trails, the Santa Fe Railyard, Pete's Place, the Salvation Army Shelter and mobile units that patrol City Parking Facilities and Parks.

Amendment #11 will add security services at the Santa Fe Plaza, seven days per week / twenty four hours per day. This will include a Level 3 Officer and a HELIAUS Smart Phone. This security presence will supplement the patrols of the Police Officer assigned to the area. These services are intended to reassure the public that the Plaza and surrounding areas remains a safe and family friendly center of our City.

Amendment History:

Amendment #1:

1. Add 4 hours of professional security services at the LaFarge Library branch on Sundays. $4,320.56 plus applicable gross receipts taxes

2. Add 100 hours of event services at the Genoveva Chavez Community Center.$1,928.00 plus applicable gross receipts taxes

3. Add professional security services to the Railyard Visitor Center seasonally Monday-Saturday during the months of April – October. $27,454.72 plus applicable gross receipts taxes

Amendment #2:

1. Add Performance Requirements and Contract Liquidated Damages that were included in the RFB, but failed to be incorporated in the original contract.

Amendment #3:

1. Add professional security services to the Santa Fe University of Art and Design Campus. $56,020.48 plus applicable gross receipts taxes.

Amendment #4:

1. Add an additional 3,600 hours of level-1 security officer hours of coverage and 2,400 hours of level-3 security officer hours of coverage at the University of Art and Design campus. $145,876.64 plus applicable gross receipts taxes.

Amendment #5:

1. Add an additional 72-hours of level-3 security officer hours of coverage and 1,032 hours of level-1 security officer hours of coverage at the Santa Fe Regional Airport.$21,821.06 plus applicable gross receipts taxes.

Amendment #6:

1. Eliminate the City Hall/Santa Fe Community Convention Center security post effective 15 February 2019 per a request by City Management.

Amendment #7:

1. Extend the City of Santa Fe's contract with Universal Protection Service LP dba Allied Universal Security Services through 30 June 2020.
2. Remove the Railyard Visitor Center location as requested by the Tourism Department.
3. Approved a billing rate increase of 2%.

Amendment #8:

1. Extend the City of Santa Fe's contract with Universal Protection Service LP dba Allied Universal Security Services through 30 June 2022.

Amendment #9:

1. Add security services at the Santa Fe Railyard, which will run from 8pm-4am 7 days per week.

Amendment #10:

1. Add mobile security services at select City Parks, 24 hours per day / 7 days per week.
2. Add mobile security services at Pete's Place and the Salvation Army Shelter 16 hours per day / 7 days per week.

PROCUREMENT METHOD:
The procurement method is RFB 18/35/P, which was issued and awarded in 2018 and expired on 6/30/2022.

CONTRACT NUMBER:
The FY20 Munis contract number is 3201972

FUNDING SOURCE:
Munis Org Name/Number: 1001001
Munis Object Name/Number: 510310

ACTION REQUESTED:
Please approve this contract amendment with Universal Protection Services, LP dba Allied Universal Security in the amount of $174,854.08 plus applicable New Mexico Gross Receipts Tax (8.4375%).

CITY OF SANTA FE
AMENDMENT No. 11 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 11 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add: I. One (1) Level 3 Security Officer and one (1) HELIAUS Cellphone for the Santa Fe Plaza ($144,279.68); II. Eighty (80) additional hours and an hourly rate increase to $29.47 for the Santa Fe Account Manager ($5,574.40); III. A sum of $25,000.00 shall be added to the 'unforeseen cost overruns' ($25,000.00) as quoted by Allied Universal Security the details of which can be seen on Exhibit A, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #11.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total one hundred and seventy four, eight hundred and fifty four dollars and eight cents ($174,854.08), plus applicable gross receipts taxes and as described in Exhibit "B" attached hereto so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed three million, four-six thousand, nine hundred and eighty-four dollars and ninety-three cents ($3,046,984.93), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Patrol Vehicle	$ 6.00	$ 6.00
Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 29.47	$ 44.21

An additional sum of twenty five thousand dollars ($50,000.00) is included and shall be encumbered in the event that additional security service is required for emergencies, holidays, or special events.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 11 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

_____
ALAN WEBBER, MAYOR

Date:_____

ATTEST:

_____
YOLANDA Y. VIGIL, CITY CLERK

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Oct 22, 2020 13:27 MDT)

_____
SENIOR ASSISTANT CITY ATTORNEY

APPROVED AS TO BUDGET:

_____
MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: 1001001.510310

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

_____
NAME

_____
TITLE
Date:_____

CRS #: 03-282745-00-08
Business License: 20-110418

EXHIBIT A

Location: City of Santa Fe - Plaza

(1) Level 3 Security Officer, 24/7/365 coverage

Position	HPW	Wage Rate	Bill Rate	OT/Holiday Wage Rate	OT/Holiday Bill Rate	Weekly Estimate	Monthly Estimate	Annual Estimate
Security Officer (Level 3)	168	$ 15.79	$ 23.11	$ 23.69	$ 34.67	$ 3,882.48	$ 16,824.08	$ 201,888.96
				$ -	$ -	$ -	$ -	$ -
				$ -	$ -	$ -	$ -	$ -
					Totals (Labor Hours)	$ 3,882.48	$ 16,824.08	$ 201,888.96

Direct-Bill Items	#	Monthly Rate	Total Monthly Estimate	Annual Estimate
Smart Phone with HELIAUS	1	$ 150.00	$ 150.00	$ 1,800.00
			$ -	$ -
			$ -	$ -
		Estimated Totals (Direct-Bill Items)	$ 150.00	$ 1,800.00

Total Pre-Tax Estimate *(Includes Labor and Direct Bill items)*
$ 203,688.96

Location: City of Santa Fe - Account Manager

Position	HPW	Wage Rate	Bill Rate	OT/Holiday Wage Rate	OT/Holiday Bill Rate	Weekly Estimate	Monthly Estimate	Annual Estimate
Account Manager (Level 3)	40	$ 22.87	$ 29.47	$ 34.31	$ 44.21	$ 1,178.80	$ 5,108.13	$ 61,297.60
				$ -	$ -	$ -	$ -	$ -
				$ -	$ -	$ -	$ -	$ -
					Totals (Labor Hours)	$ 1,178.80	$ 5,108.13	$ 61,297.60

Direct-Bill Items	#	Monthly Rate	Total Monthly Estimate	Annual Estimate
			$ -	$ -
			$ -	$ -
			$ -	$ -
		Estimated Totals (Direct-Bill Items)	$ -	$ -

Total Pre-Tax Estimate *(Includes Labor and Direct Bill items)*
$ 61,297.60

Totals

Location	Type	HPW	Bill Rate	Weekly Estimate	Monthly Estimate	Annual Estimate
City of Santa Fe - Plaza	Labor	168	$ 23.11	$ 3,882.48	$ 16,824.08	$ 201,888.96
City of Santa Fe - Plaza	HELIAUS	N/A	$ 150.00	N/A	$ 150.00	$ 1,800.00
						$ -
City of Santa Fe - Account Manager	Labor	40	$ 29.47	$ 1,178.80	$ 5,108.13	$ 61,297.60
						$ -
					Total Pre-Tax Estimate *(Includes Labor and Direct Bill items)*	$ 264,986.56

Allied Universal Security Services - Scope of Work Exhibit B						
Santa Fe Account Manager	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 3 Guard	2080	0	0	$61,297.60	$0.00	**$61,297.60**
Schedule:	Flexible					
Hours Per Week:	40+					+5,574.40
Genoveva Chavez Center	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 1 Guard	2990	0	0	$58,813.30	$0.00	**$58,813.30**
Schedule:	Mon–Thurs 2:30pm–10:30pm (32)	Fri-Sat 12:00pm–8:30pm (17)	Sunday 10:00am-6:30pm (8.5)			
Hours Per Week:	57.5					
La Farge Library	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 2 Guard	3016	0	0	$62,702.64	$0.00	**$62,702.64**
Schedule:	Mon–Wed 10:00am–8:00pm (30)	Thur-Sat 10:00am–6:00pm (24)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	58					
Weeks in Contract:	52					
Main Library	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 2 Guard	3120	0	0	$64,864.80	$0.00	**$64,864.80**
Schedule:	Mon–Thurs 10:00am–8:00pm (40)	Fri-Sat 10:00am–6:00pm (24)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	60					
Weeks in Contract:	52					
Southside Library	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 2 Guard	3120	0	0	$64,864.80	$0.00	**$64,864.80**
Schedule:	Mon–Thurs 10:00am–8:00pm (40)	Fri-Sat 10:00am–6:00pm (16)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	60					
Midtown Campus	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 1 Mobile Guard	8568	0	168	$219,940.56	$5,964.00	**$225,904.56**
Schedule:	24 Hours/Day - 7 Days/Week (168)					
Hours Per Week:	168					
Level 3 Guard	5712	0	112	$132,004.32	$3,883.04	**$135,887.36**
Schedule:	4:00pm-8:00am - 7 Days/Week (112)					
Hours Per Week:	112					
Parking Division Mobile Patrol	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 1 Mobile Guard	1428	0	28	$37,813.44	$1,016.68	**$38,830.12**
Schedule:	9:30pm-1:30am - 7 Days/Week (4)					
Hours Per Week:	28					
Municipal Court	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 3 Guard	2080	325	0	$48,068.80	$11,267.75	**$59,336.55**
Schedule:	Mon-Fri - 7:45am-5:00pm (9.25)					
Hours Per Week:	46.25					
Municipal Court - Peña's Place	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 3 Guard	0	72	0	$0.00	$2,496.24	**$2,496.24**
Schedule:	2nd Fri - 1:00pm-3:00pm (2X3 (6))					
Hours Per Week:	6					
Santa Fe Regional Airport	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 1 Guard	1785	0	35	$35,110.95	$1,032.50	**$36,143.45**
Schedule:	7:00pm-12:00am - 7 Days/Week (5)					
Hours Per Week:	35					
Level 3 Guard	5176.5	0	101.5	$119,628.92	$3,519.01	**$123,147.92**
Schedule:	4:30am-7:00pm - 7 Days/Week (14.5)					
Hours Per Week:	101.5					
Santa Fe Trails	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 1 Guard	1040	0	0	$20,456.80	$0.00	**$20,456.80**
Schedule:	Mon-Fri 5:30am-9:30am (4)					
Hours Per Week:	20					
Railyard	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 3 Guard	2912	0	0	$67,296.32	$0.00	**$67,296.32**
Vehicle						**$19,830.72**
HeliAUS Cellphone						**$1,800.00**
Schedule:	8:00pm-4:00am - 7 Days/Week (8)					
Hours Per Week:	56					
Parks Division	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 2 Guard, Vehicle, HELIAUS	Not to Exceed					**$51,454.80**
Schedule:	24hrs - 7 Days/Week (8)					
Hours Per Week:	168					
Santa Fe Shelters	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 2 Guard, Vehicle, HELIAUS	Not to Exceed					**$27,237.60**
Schedule:	24hrs - 7 Days/Week (8)					
Hours Per Week:	112					
Santa Fe Plaza	**Total Regular Hours (RH)**	**Total Overtime Hours (OH)**	**Total Holiday Hours (HH)**	**RH Annual Billing**	**OT/HH Annual Billing**	**Total Annual Cost**
Level 3 Guard & HELIAUS	Not to Exceed					**$144,279.68**
Schedule:	24hrs - 7 Days/Week (8)					+144,279.68
Hours Per Week:	168					
Contract Sub-Total:						**$1,266,645.26**
Unforseen Cost Over Runs:						**$50,000.00**

+ $25,000.00

Total Increase:
+ $174,854.08

2020 10 22 Amendment#11 Allied final

Final Audit Report 2020-10-22

Created:	2020-10-22
By:	Irene Romero (ikromero@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAKZm0_bIVk0Bzp9i_BzoerAafaK5aj0nJ

"2020 10 22 Amendment#11 Allied final" History

Document created by Irene Romero (ikromero@ci.santa-fe.nm.us)
2020-10-22 - 7:26:10 PM GMT- IP address: 63.232.20.2

Document emailed to Marcos Martinez (mdmartinez@santafenm.gov) for signature
2020-10-22 - 7:26:38 PM GMT

Email viewed by Marcos Martinez (mdmartinez@santafenm.gov)
2020-10-22 - 7:27:45 PM GMT- IP address: 174.56.49.116

Document e-signed by Marcos Martinez (mdmartinez@santafenm.gov)
Signature Date: 2020-10-22 - 7:27:54 PM GMT - Time Source: server- IP address: 174.56.49.116

Agreement completed.
2020-10-22 - 7:27:54 PM GMT

GB- Allied Amendment-Urgent

Final Audit Report 2020-10-23

Created:	2020-10-23
By:	Carolynn Roibal (clroibal@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8s6mi7IAaMx9UQyJxotOFYFpif5ZRFbD

"GB- Allied Amendment-Urgent" History

Document created by Carolynn Roibal (clroibal@ci.santa-fe.nm.us)
2020-10-23 - 2:31:30 PM GMT- IP address: 63.232.20.2

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2020-10-23 - 2:34:19 PM GMT

Restricted visibility Email viewed by Alexis Lotero (aclotero@santafenm.gov)
2020-10-23 - 3:04:27 PM GMT- IP address: 104.47.65.254

Restricted visibility Document e-signed by Alexis Lotero (aclotero@santafenm.gov)
Signature Date: 2020-10-23 - 3:06:49 PM GMT - Time Source: server- IP address: 63.232.20.2

Document emailed to Fran Dunaway (fadunaway@santafenm.gov) for signature
2020-10-23 - 3:06:51 PM GMT

Restricted visibility Email viewed by Fran Dunaway (fadunaway@santafenm.gov)
2020-10-23 - 8:38:56 PM GMT- IP address: 104.47.64.254

Restricted visibility Document e-signed by Fran Dunaway (fadunaway@santafenm.gov)
Signature Date: 2020-10-23 - 8:41:31 PM GMT - Time Source: server- IP address: 63.232.20.2

Agreement completed.
2020-10-23 - 8:41:31 PM GMT

City of Santa Fe

Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: ALLIED UNIVERSAL SECURITY SERVICES LP
DBA: ALLIED UNIVERSAL SECURITY SERVICES LP

Business Location: SF COUNTY
SANTA FE, NM 87501

CRS Number: 030204360004

Owner: ALLIED UNIVERSAL SECURITY SERVICES LP

License Number: 225559

License Type: Business License - Renewable

Issued Date: March 18, 2020

Classification: Out of Jurisdiction Business License

Expiration Date: December 31, 2020

Fees Paid: $10.00

ALLIED UNIVERSAL SECURITY SERVICES LP
PO BOX 8000
MONSEY, NY 10952

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERRABLE TO OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE

Ver 16 2/7/2020

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/30/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA INC 1717 Arch Street Philadelphia, PA 19103 Attn: Philadelphia.certs@marsh.com / Fax: (212) 948-0360 CN118025105-ALL-STAND-19-20	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED Allied Universal Topco, LLC (See Attached for Additional Named Insureds) 161 Washington Street, Suite 600 Conshohocken, PA 19428	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Lexington Insurance Company — 19437 INSURER B : Greenwich Insurance Company — 22322 INSURER C : XL Insurance America — 24554 INSURER D : Indian Harbor Insurance Company — 36940 INSURER E : XL Specialty Insurance Company — 37885 INSURER F :

COVERAGES **CERTIFICATE NUMBER:** CLE-006279155-10 **REVISION NUMBER:** 7

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			082695264	11/01/2019	11/01/2020	EACH OCCURRENCE	$ 10,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 10,000,000
	X CONTRACTUAL LIABILITY						MED EXP (Any one person)	$
	X SIR $1,750,000						PERSONAL & ADV INJURY	$ 10,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 10,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 10,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY			RAD9437818-03	11/01/2019	11/01/2020	COMBINED SINGLE LIMIT (Ea accident)	$ 5,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
D	[ ] UMBRELLA LIAB [X] OCCUR			RES9437994	11/01/2019	11/01/2020	EACH OCCURRENCE	$ 10,000,000
	X EXCESS LIAB [ ] CLAIMS-MADE			EXCESS OF GENERAL LIABILITY			AGGREGATE	$ 10,000,000
	[ ] DED [ ] RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			RWD3001203-03(AOS)	11/01/2019	11/01/2020	X PER STATUTE [ ] OTH-ER	
E	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [N] (Mandatory in NH)	N / A		RWR3001204-03(WI)	11/01/2019	11/01/2020	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Santa Fe is included as additional insured where required by written contract with respect to General Liability and Auto Liability. Liability coverage shall be primary and non-contributory where required by written contract. Waiver of subrogation is applicable where required by written contract.

CERTIFICATE HOLDER

City of Santa Fe
Attn: J. Sam Burnett
2651 Siringo Rd, Bldg E
Santa Fe, NM 87505

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
of Marsh USA Inc.

Manashi Mukherjee — Manashi Mukherjee

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CITY OF SANTA FE RFP PROCUREMENT CHECKLIST

Contractor Name:
Allied Universal Security

Procurement Title:
Contract Amendment #1 with Allied Universal Security, Inc for Security Services on the Santa Fe Plaza

Solicitation RFP#: 18/35/P

Department Requesting/Staff Member:
Public Works Department. Sam Burnett, Property Maintenance Manager

Procurement Requirements:
A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees..

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☒	☐	Approved Procurement Checklist (by Purchasing)
☐	☒	Departments Recommendation of Award Memo addressed to Finance
☐	☒	Evaluation Committee Report
☐	☒	BAR
☐	☒	FIR
☒	☐	Contract, Agreement or Amendment – How does Purchasing staff verify the contract has been approved to form by City Attorney?
☒	☐	Current Business Registration and CRS numbers on contract or agreement
☒	☐	Summary of Contract
☒	☐	Certificate of Insurance
☐	☒	Other: _____

J Sam Burnett, Public Works Property Maintenance Manager
Department Rep Printed Name and Title

_____
Department Rep Signature attesting that all information included

Fran Dunaway (Oct 23, 2020 15:41 MDT)
_____
Purchasing Officer attesting that all information is reviewed

REQUIRED DOCUMENTS FOR RFP FILE*

YES	N/A	
☐	☒	Final RFP Document
☐	☒	Copy of legal solicitation published in the newspaper, website, etc.
☐	☒	All addendums
☐	☒	Plan holders list
☐	☒	Copies of all RFP submittals

*

☐	☒	Complete evaluation score sheets
☐	☒	Non-Responsive/Non-Responsibility Form and correspondence or letters from Department to vendor regarding disqualifications
☐	☒	Oral presentations (sign-in sheets, presentation materials, etc.)
☐	☒	Documentation sent to Proponents/Offerors and responses received regarding clarifications, decisions, negotiations, and/or best and final offers, etc.
☐	☒	Reference Reviews/Reference Check Questionnaires
☐	☒	Pricing evaluation
☐	☒	Final overall evaluation matrix or summary of evaluator scores
☐	☒	Other: _____

AWARD*

YES	N/A	
☐	☒	Fully executed Memo to Committees from the Department with recommendation of award
☐	☒	Winning proposal (this is a copy that has all confidential/proprietary information excluded)
☐	☒	Contract Award Notice
☐	☒	Email or notification sent to all Proponent(s)/Offerors that award was made
☐	☒	Waiver or "No Action Taken" from Procurement Office
☐	☒	If IFB and not awarded to lowest responsive, responsible bidder; written explanation
☐	☒	Other: _____

DISCLOSURES*

YES	N/A	
		Contractor Disclosures & Conflicts of Interest
☐	☒	Disclosures & Conflicts of Interest Form(s) (winning proponent(s)/offeror(s))
		Contractor –Conflicts of Interest
☐	☒	Purchasing Office Letter or e-mail to designated individual regarding potential conflict
☐	☒	Conflict of Interest Form signed by all parties
☐	☒	Letter from Procurement Office regarding the potential conflict
		Subcontractor Disclosures
☐	☒	Disclosures & Conflicts of Interest form of Subcontractor(s)
		Subcontractor –Conflicts of Interest
☐	☒	Purchasing Officer Letter or email to designated individual regarding potential conflict
☐	☒	Conflict of Interest form signed by all parties
☐	☒	Letter from Legal Office regarding the potential conflict
☐	☒	Other: _____

CONTRACT*

YES	N/A	
☒	☐	Copy of Executed Contract
☒	☐	Copy of all documentation presented to the Committees
☒	☐	Finalized Council Committee Minutes
☒	☐	Other: _____

MISCELLANEOUS FILE*

YES	N/A	
☐	☒	Local Preference Form
☐	☒	New Mexico Residence Form
☐	☒	Veterans Exemption

*

☐ ☒ Other: _____

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

PROTEST (If applicable)*

YES	N/A	
☐	☒	Documentation from protester filed with the Purchasing Office
☐	☒	Letter from Department to Purchasing Office Providing response to protest
☐	☒	Letter from Purchasing Officer to protester and Department on final outcome
☐	☒	Other: _____

Create a separate file folder which may contain any documents with trade secrets or other competitively sensitive, confidential or proprietary information.

YES	N/A	
☒	☐	Original proposal (s) with no redactions

J Sam Burnett, Public Works Property Maintenance Manager
Department Rep Printed Name and Title

_____
Department Rep Signature attesting that all information included

*

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Section to be completed by department for each contract or contract amendment

1 **FOR:** ORIGINAL CONTRACT ☐ or CONTRACT AMENDMENT ☑

2 Name of Contractor UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVI(

3 Complete information requested ☑ Plus GRT ☐ Inclusive of GRT

Original Contract Amount: $556,546.76

Termination Date: June 30, 2019

☑ Approved by Council Date: June 11, 2018

☐ or by City Manager Date:

Contract is for: Professional security services for City Facilities

Amendment # 10 to the Original Contract# 18-0552

Increase/(Decrease) Amount $ $174,854.08

Extend Termination Date to: N/A

☑ Approved by Council PENDING

☐ or by City Manager Date:

Amendment is for: Increase the contract total by to provide security services at the Santa Fe Railyard.

4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments) ☑ Plus GRT ☐ Inclusive of GRT

Amount $ 556,546.76 of original Contract# 1 Termination Date: 6/30/2019
Reason: Original Contract

Amount $ 33,703.28 amendment # 2 Termination Date: 6/30/3019
Reason: Add hrs and service loccation

Amount $ 0.00 amendment # 3 Termination Date: 6/30/2019
Reason: Add Performance Requirements and Contract Liquidated Damages

Amount $ 56,020.48 amendment # 4 Termination Date: 6/30/2019
Reason: Add SFUAD location

Amount $ 145,876.64 amendment # 5 Termination Date: 6/30/2019
Reason: Add additional hours at SFUAD

Amount $ 21,821.06 amendment # 6 Termination Date: 6/30/2019
Reason: Add additional hours at Santa Fe Regional Airport

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Amount $ -14,498.56 amendment # 7 Termination Date: 6/30/2019

Reason: Remove City Hall post

Amount $ 930,694.98 amendment # 8 Termination Date: 6/30/2022

Reason: Extend contract Term

Amount $ 88,927.04 amendment # 9 Termination Date: 6/30/2022

Reason: Add services at the Santa Fe Railyard

Amount $ 78,692.40 amendment # 10 Termination Date: 6/30/2022

Reason: Add services at Parks and Shelters

Amount $ 174,854.08 amendment # 11 Termination Date: 6/30/2022

Reason: Add services at the Santa Fe Plaza

Total of Original Contract plus all amendments: $ $3,046,984.93

5 **Procurement Method of Original Contract:** (complete one of the lines)

RFP# 18/35/P Date: March 13, 2018

RFQ ☐ Date:

Sole Source ☐ Date:

Other

6 **Procurement History:** Third year of up to a 4-year contract
example: (First year of 4 year contract)

Fran Dunaway (Oct 23, 2020 11:41 MDT)

Purchasing Officer Review

Comments or Exceptions:

7 **Funding Source:** **BU/Line Item:** 1001001.510310

Alexis Lotero
Alexis Lotero (Oct 23, 2020 09:06 MDT)

Budget Officer Approval

Comments or Exceptions:

8 **Any out-of-the ordinary or unusual issues or concerns:**
None
(Memo may be attached to explain detail.)

9 **Staff Contact who completed this form:** Sam Burnett

Phone # 505-795-2491

10 **Certificate of Insurance attached.** (if original Contract) ☑

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Submit to City Attorney for review/signature
Forward to Finance Director for review/signature
Return to originating Department for Committee(s) review or forward to City Manager for review and approval (depending on dollar level).

To be recorded by City Clerk:

Contract # 18-0552

Date of contract Executed (i.e., signed by all parties): _____

Note: If further information needs to be included, attach a separate memo.

Comments:

CITY OF SANTA FE
AMENDMENT No. 10 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 10 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add: I. One (1) Level 2 Security Officer, one (1) HELIAUS Cell Phone, and one (1) Vehicle; twenty-four hours a day, seven days per week; for a three month term (October-December) for service at the following City Parks: East and West De Vargas Park, Salvador Perez Park, General Franklin Miles Park, Herb Martinez Park, Las Acequias Park, SWAN Park and the Santa Fe Railyard Park; II. One (1) Level 2 Security Officer, one (1) HELIAUS Cell Phone, and one (1) Vehicle; sixteen hours per day, seven days per week; for a two month term (November-December) for service at the Salvation Army and Pete's Place Shelters as quoted by Allied Universal Security, the details of which can be seen on Exhibit A,

so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #10.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of nine hundred seventy-four thousand three hundred forty-six dollars and seventy-seven cents ($78,692.40), plus applicable gross receipts taxes and as described in Exhibit "A" attached hereto so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed two million seven hundred and seventy eight, three hundred and four dollars and five cents ($2,872,130.85), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Patrol Vehicle	$ 6.00	$ 6.00
Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

An additional sum of twenty five thousand dollars ($25,000.00) is included and shall be encumbered in the event that additional security service is required for emergencies, holidays, or special events.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 10 to the City of

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date:

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Oct 19, 2020 08:02 MDT)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED AS TO BUDGET:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS 5150403.572970

AL
AL

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME

TITLE

Date: 10/19/20

CRS #: 03-282745-00-08
Business License: 20-110418

EXHIBIT A

Location: City of Santa Fe Parks

Start Date: 10/16/2020 ***End Date:*** 12/31/2020

Position	HPW	Wage Rate	Bill Rate	OT/Holiday Wage Rate	OT/Holiday Bill Rate	Weekly Estimate	Monthly Estimate
Security Officer (Level 2)	168	$ 14.26	$ 20.79	$ 21.39	$ 31.19	$ 3,492.72	$ 12,806.64
Vehicle (part time vehicle rate)	168		$ 6.81	$ -	$ 10.22	$ 1,144.08	$ 4,194.96
				$ -	$ -	$ -	$ -
					Totals (Labor Hours)	$ 4,636.80	$ 17,001.60

Direct-Bill Items	#	Monthly Rate	Total Monthly Estimate
Smart Phone with HELIAUS	1	$ 150.00	$ 150.00
			$ -
			$ -
		Estimated Totals (Direct-Bill Items)	$ 150.00

Total Term Pre-Tax Estimate *(Includes Labor and Direct Bill Items)* Term: Oct 16, 2020 - Dec 31, 2020	$ 51,454.80

Location: City of Santa Fe - Salvation Army

Start Date: 11/1/2020 ***End Date:*** 12/31/2020

Position	HPW	Wage Rate	Bill Rate	OT/Holiday Wage Rate	OT/Holiday Bill Rate	Weekly Estimate	Monthly Estimate
Security Officer (Level 2)	112	$ 14.26	$ 20.79	$ 21.39	$ 31.19	$ 2,328.48	$ 10,145.52
Vehicle (part time vehicle rate)	112		$ 6.81	$ -	$ 10.22	$ 762.72	$ 3,323.28
				$ -	$ -	$ -	$ -
					Totals (Labor Hours)	$ 3,091.20	$ 13,468.80

Direct-Bill Items	#	Monthly Rate	Total Monthly Estimate
Smart Phone with HELIAUS	1	$ 150.00	$ 150.00
			$ -
			$ -
		Estimated Totals (Direct-Bill Items)	$ 150.00

Total Term Pre-Tax Estimate *(Includes Labor and Direct Bill Items)* Term: Nov 1, 2020 - Dec 31, 2021	$ 27,237.60

Totals (Parks Term: Oct 16, 2020 - Dec 31, 2020 | Salvation Army Term: Nov 1, 2020 - Dec 31, 2021)

Location	Type	HPW	Bill Rate	Weekly Estimate	Monthly Estimate	Total Term Pre-Tax Est.
City of Santa Fe Parks	Labor	168	$ 20.79	$ 3,492.72	$ 12,806.64	$ 38,419.92
City of Santa Fe Parks	Vehicle	168	$ 6.81	$ 1,144.08	$ 4,194.96	$ 12,584.88
City of Santa Fe Parks	HELIAUS	N/A	$ 150.00	N/A	$ 150.00	$ 450.00
City of Santa Fe - Salvation Army	Labor	112	$ 20.79	$ 2,328.48	$ 10,145.52	$ 20,291.04
City of Santa Fe - Salvation Army	Vehicle	112	$ 6.81	$ 762.72	$ 3,323.28	$ 6,646.56
City of Santa Fe - Salvation Army	HELIAUS	N/A	$ 150.00	N/A	$ 150.00	$ 300.00
					Total Term Pre-Tax Estimate (Includes Labor and Direct Bill Items)	**$ 78,692.40**

2020 10 15 Amendment#10 Allied CARES act

Final Audit Report 2020-10-19

Created:	2020-10-15
By:	Irene Romero (ikromero@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAARVpER7Ylu3T-aiUT3FTEMQrdbREr8grn

"2020 10 15 Amendment#10 Allied CARES act" History

Document created by Irene Romero (ikromero@ci.santa-fe.nm.us)
2020-10-15 - 2:03:20 PM GMT- IP address: 63.232.20.2

Document emailed to Marcos Martinez (mdmartinez@santafenm.gov) for signature
2020-10-15 - 2:03:54 PM GMT

Email viewed by Marcos Martinez (mdmartinez@santafenm.gov)
2020-10-19 - 2:02:16 PM GMT- IP address: 174.56.49.116

Document e-signed by Marcos Martinez (mdmartinez@santafenm.gov)
Signature Date: 2020-10-19 - 2:02:34 PM GMT - Time Source: server- IP address: 174.56.49.116

Agreement completed.
2020-10-19 - 2:02:34 PM GMT

CITY OF SANTA FE RFP PROCUREMENT CHECKLIST

Contractor Name:
Allied Universal Security

Procurement Title:
Contract Amendment #10 with Allied Universal Security, Inc for City-Wide Security Services

Solicitation RFP#: 18/35/P

Department Requesting/Staff Member:
Public Works Department. Sam Burnett, Property Maintenance Manager

Procurement Requirements:
A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees..

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
☒	☐	Approved Procurement Checklist (by Purchasing)
☐	☒	Departments Recommendation of Award Memo addressed to Finance
☐	☒	Evaluation Committee Report
☐	☒	BAR
☐	☒	FIR
☒	☐	Contract, Agreement or Amendment – How does Purchasing staff verify the contract has been approved to form by City Attorney?
☒	☐	Current Business Registration and CRS numbers on contract or agreement
☒	☐	Summary of Contract
☒	☐	Certificate of Insurance
☐	☒	Other: _____

J Sam Burnett, Public Works Property Maintenance Manager
Department Rep Printed Name and Title

_____
Department Rep Signature attesting that all information included

Fran Dunaway (Oct 20, 2020 10:55 MDT)
_____
Purchasing Officer attesting that all information is reviewed

REQUIRED DOCUMENTS FOR RFP FILE*

YES	N/A	
☐	☒	Final RFP Document
☐	☒	Copy of legal solicitation published in the newspaper, website, etc.
☐	☒	All addendums
☐	☒	Plan holders list
☐	☒	Copies of all RFP submittals

*

☐	☒	Complete evaluation score sheets
☐	☒	Non-Responsive/Non-Responsibility Form and correspondence or letters from Department to vendor regarding disqualifications
☐	☒	Oral presentations (sign-in sheets, presentation materials, etc.)
☐	☒	Documentation sent to Proponents/Offerors and responses received regarding clarifications, decisions, negotiations, and/or best and final offers, etc.
☐	☒	Reference Reviews/Reference Check Questionnaires
☐	☒	Pricing evaluation
☐	☒	Final overall evaluation matrix or summary of evaluator scores
☐	☒	Other: _____

AWARD*

YES	N/A	
☐	☒	Fully executed Memo to Committees from the Department with recommendation of award
☐	☒	Winning proposal (this is a copy that has all confidential/proprietary information excluded)
☐	☒	Contract Award Notice
☐	☒	Email or notification sent to all Proponent(s)/Offerors that award was made
☐	☒	Waiver or "No Action Taken" from Procurement Office
☐	☒	If IFB and not awarded to lowest responsive, responsible bidder; written explanation
☐	☒	Other: _____

DISCLOSURES*

YES	N/A	
		Contractor Disclosures & Conflicts of Interest
☐	☒	Disclosures & Conflicts of Interest Form(s) (winning proponent(s)/offeror(s))
		Contractor –Conflicts of Interest
☐	☒	Purchasing Office Letter or e-mail to designated individual regarding potential conflict
☐	☒	Conflict of Interest Form signed by all parties
☐	☒	Letter from Procurement Office regarding the potential conflict
		Subcontractor Disclosures
☐	☒	Disclosures & Conflicts of Interest form of Subcontractor(s)
		Subcontractor –Conflicts of Interest
☐	☒	Purchasing Officer Letter or email to designated individual regarding potential conflict
☐	☒	Conflict of Interest form signed by all parties
☐	☒	Letter from Legal Office regarding the potential conflict
☐	☒	Other: _____

CONTRACT*

YES	N/A	
☒	☐	Copy of Executed Contract
☒	☐	Copy of all documentation presented to the Committees
☒	☐	Finalized Council Committee Minutes
☒	☐	Other: _____

MISCELLANEOUS FILE*

YES	N/A	
☐	☒	Local Preference Form
☐	☒	New Mexico Residence Form
☐	☒	Veterans Exemption

*

☐ ☒ Other: _____

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

PROTEST (If applicable)*

YES	N/A	
☐	☒	Documentation from protester filed with the Purchasing Office
☐	☒	Letter from Department to Purchasing Office Providing response to protest
☐	☒	Letter from Purchasing Officer to protester and Department on final outcome
☐	☒	Other: _____

Create a separate file folder which may contain any documents with trade secrets or other competitively sensitive, confidential or proprietary information.

YES	N/A	
☒	☐	Original proposal (s) with no redactions

J Sam Burnett, Public Works Property Maintenance Manager
Department Rep Printed Name and Title

_____
Department Rep Signature attesting that all information included

*

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Section to be completed by department for each contract or contract amendment

1 **FOR:** ORIGINAL CONTRACT ☐ or CONTRACT AMENDMENT ☑

2 Name of Contractor UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVI(

3 Complete information requested ☑ Plus GRT ☐ Inclusive of GRT

Original Contract Amount: $556,546.76

Termination Date: June 30, 2019

☑ Approved by Council Date: June 11, 2018

☐ or by City Manager Date:

Contract is for: Professional security services for City Facilities

Amendment # 10 to the Original Contract# 18-0552

Increase/(Decrease) Amount $ $78,692.40

Extend Termination Date to: N/A

☑ Approved by Council PENDING

☐ or by City Manager Date:

Amendment is for: Increase the contract total by to provide security services at the Santa Fe Railyard.

4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments) ☑ Plus GRT ☐ Inclusive of GRT

Amount $ 556,546.76 of original Contract# 1 Termination Date: 6/30/2019
Reason: Original Contract

Amount $ 33,703.28 amendment # 2 Termination Date: 6/30/3019
Reason: Add hrs and service loccation

Amount $ 0.00 amendment # 3 Termination Date: 6/30/2019
Reason: Add Performance Requirements and Contract Liquidated Damages

Amount $ 56,020.48 amendment # 4 Termination Date: 6/30/2019
Reason: Add SFUAD location

Amount $ 145,876.64 amendment # 5 Termination Date: 6/30/2019
Reason: Add additional hours at SFUAD

Amount $ 21,821.06 amendment # 6 Termination Date: 6/30/2019
Reason: Add additional hours at Santa Fe Regional Airport

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Amount $ -14,498.56 amendment # 7 Termination Date: 6/30/2019

Reason: Remove City Hall post

Amount $ 930,694.98 amendment # 8 Termination Date: 6/30/2022

Reason: Extend contract Term

Amount $ 88,927.04 amendment # 9 Termination Date: 6/30/2022

Reason: Add services at the Santa Fe Railyard

Amount $ 78,692.40 amendment # 10 Termination Date: 6/30/2022

Reason: Add services at Parks and Shelters

Total of Original Contract plus all amendments: $ $2,872,130.85

5 **Procurement Method of Original Contract:** (complete one of the lines)

RFP# 18/35/P Date: March 13, 2018

RFQ ☐ Date:

Sole Source ☐ Date:

Other

6 **Procurement History:** Third year of up to a 4-year contract

example: (First year of 4 year contract)

Fran Dunaway (Oct 20, 2020 10:55 MDT)

Comments:

Purchasing Officer Review

Comments or Exceptions: ********** Object: 1000001 Organization: 490210 CARES Ledger: CARES20PRA

7 **Funding Source:** N/A 5150403 **BU/Line Item:** N/A 572970

Alexis Lotero

Alexis Lotero (Oct 20, 2020 10:43 MDT)

Budget Officer Approval

Comments or Exceptions:

8 **Any out-of-the ordinary or unusual issues or concerns:**

None

(Memo may be attached to explain detail.)

9 **Staff Contact who completed this form:** Sam Burnett

Phone # 505-795-2491

10 **Certificate of Insurance attached.** (if original Contract) ☑

Submit to City Attorney for review/signature
Forward to Finance Director for review/signature

City of Santa Fe
Summary of Contracts, Agreements, & Amendments

Return to originating Department for Committee(s) review or forward to City Manager for review and approval (depending on dollar level).

To be recorded by City Clerk:

Contract # 18-0552

Date of contract Executed (i.e., signed by all parties): June, 11 2018

Note: If further information needs to be included, attach a separate memo.

Object: 1000001

Organization: 490210

CARES Ledger: CARES20PRA

GB PWD ALLIED AMENDMENT 10 & FORMS

Final Audit Report 2020-10-20

Created:	2020-10-20
By:	YODEL CATANACH (yocatanach@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAuwI5Za_j_wAFPDf4XWRxCqPeFvGMaJy1

"GB PWD ALLIED AMENDMENT 10 & FORMS" History

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2020-10-20 - 3:45:42 PM GMT

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2020-10-20 - 4:42:27 PM GMT- IP address: 104.47.65.254

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Signature Date: 2020-10-20 - 4:43:39 PM GMT - Time Source: server- IP address: 63.232.20.2

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2020-10-20 - 4:43:42 PM GMT

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2020-10-20 - 4:51:41 PM GMT- IP address: 104.47.64.254

Document e-signed by Fran Dunaway (fadunaway@santafenm.gov)
Signature Date: 2020-10-20 - 4:55:35 PM GMT - Time Source: server- IP address: 63.232.20.2

Agreement completed.
2020-10-20 - 4:55:35 PM GMT

Item# 20-0463
Munis Contract#

CITY OF SANTA FE
AMENDMENT No. 9 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 9 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add security services at the Santa Fe Railyard, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #9.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation

by a total of eighty-eight thousand, nine hundred and twenty seven dollars and four cents ($88,927.04), plus applicable gross receipts taxes and as described in Exhibit "B" attached hereto so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed two million seven hundred and ninety three thousand, four hundred and thirty eight dollars and forty five cents ($2,793,438.45), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Patrol Vehicle	$ 6.00	$ 6.00
Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

An additional sum of twenty five thousand dollars ($25,000.00) is included and shall be encumbered in the event that additional security service is required for emergencies, holidays, or special events.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 9 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER
MAYOR

Date: Oct 5, 2020

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

GB Mtg 09/09/2020 GC

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Aug 20, 2020 14:29 MDT)

ASSISTANT CITY ATTORNEY

APPROVED AS TO BUDGET:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME

TITLE
Date: 9/11/20

CRS #: 03-282745-00-08
Business License: 20-110418

Exhibit A - Scope of Services

Minimum Qualifications/Requirements

1) The Contractor shall have at least three (3) years of consecutive experience in the professional security services industry under the current company name, and shall have experience in governmental/public facilities.
2) The Contractor shall be licensed/registered, and shall maintain such licensing/registration, to perform security services pursuant to the New Mexico Private Investigations Act Section, 61-278-1 et seq- NMSA 1978, and the rules promulgated pursuant to the Private Investigations Act, 16.48.2 NMAC.
3) The Contractor shall be registered and current with the New Mexico Taxation and Revenue Department, New Mexico Workman's Compensation, The New Mexico Department of Workforce Solutions (Unemployment Insurance), and the United States Social Security Administration.
4) The Contractor shall ensure all security personnel assigned shall be in compliance with the Level I, Level II and Level III security personnel licensing/registration and training requirements pursuant to the New Mexico Private Investigations Act Section, 61-278-1 et seq- NMSA 1978, and the rules promulgated pursuant to the Private Investigations Act, 16.48.2 NMAC.
5) The Contractor shall provide the City of Santa Fe with copies of all security personnel license(s)/registration(s) prior to security personnel assuming duties at City locations(s).
6) The Contractor shall maintain a current license throughout the term of this agreement, and shall report the potential for license suspension, revocation, or limitation to the City within ten (10) days' notice from the State, County, or City licensing boards.
7) The Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form and with an insurance company acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is named as an additional insured and that the City is notified no less than 30 days in advance of cancellation for any reason. The Contractor shall furnish the City with a copy of a Certificate of Insurance as a condition prior to performing series under this Agreement.
8) Contractor shall also obtain and maintain Workers' Compensation insurance required by law to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.
9) Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a

condition prior to performing services under this Agreement. Unless otherwise stated in this Scope of Work, the Contractor shall follow the best practices established by the Department of Homeland Security.

10) All security personnel assigned must communicate fluently with verbal commands, as well as write reports and complete logs, in English. All hires must follow guidelines of equal employment opportunity and hiring of U.S. citizens.

11) The City of Santa Fe reserves the right to alter the days and/or hours of the Contractor. The City of Santa Fe also has the discretion to change the security personnel duties and schedules if the City determines it is in tile best interest to doso.

12) The Contractor shall provide the City of Santa Fe detailed invoices for hourly reimbursements of security services provided. The hourly costs will be based upon the Contractors successful bid which included all related costs and applicable taxes for each level of guards required. Unless otherwise required by the City of Santa Fe, Contractor shall provide invoices on a bi-weekly basis, City of Santa Fe will provide payment on a monthly basis.

13) All security personnel will be on time and are to be at their duty stations at the scheduled start and close of their shift.

14) Contractor Vehicle: Contractor shall provide a vehicle for the Municipal Parking Facilities (Mobile Patrol). Vehicle must be sufficient to meet all safety requirements and passenger limitations. Contractor provided vehicles must be clearly marked and have a light bar. Only clearly marked contractor owned or leased vehicles, not "Privately Owned Vehicles" (POVs) owned by individual employees, will be used to perform any services. Vehicle markings must be reviewed by the City of Santa Fe.

15) Weapons (as required)

a) The Contractor will furnish all pistols, 9mm or larger, for on-duty use by security personnel (Level III security personnel) at the City Hall / Santa Fe Convention Center, Santa Fe Regional Airport, and Municipal Court locations. Individuals at these locations must have completed a firearm handling and safety training course. The use of privately-owned firearms and or ammunition by contract security personnel is strictly prohibited. Contract security personnel shall not carry a concealed weapon onto any facility even if they are licensed to do so off of the installation. Weapons training, with qualification, shall be conducted semi-annually and follow the State of New Mexico Licensing requirements. Contractor will furnish all duty and training ammunition.

16) Special Provisions

a) Temporary Removal of Security Personnel Posing an Imminent Threat. Supervision and/or the City of Santa Fe, or designated representative at locations where security personnel are performing, may direct the Contractor to immediately and temporarily remove any individual(s) from duty who poses an imminent threat to safety of the general public, personnel, or government resources. The temporary removal will remain in effect until the incident prompting removal has been investigated and resolved to the satisfaction of the City of Santa Fe. Once the incident has

been resolved, the individual(s) will either be allowed to return to work on the contract or permanently removed from performance on the contract, in accordance with paragraph below as the City of Santa Fe deems appropriate. Temporary removal of security personnel does not relieve the contractor of any performance obligations/requirements or create an entitlement to an equitable adjustment.

b) Permanent Removal of Guard Personnel. The City of Santa Fe reserves the right to permanently exclude any individual(s) from performance under this contract whose performance does not meet contract and/or City of Santa Fe standards. Such failure includes, but is not limited to, falsifying reports or statements; mishandling weapons; loss, destruction, or irresponsible use of City equipment; character/actions incompatible with courteous public interaction or other criteria identified. When so instructed, the Contractor shall immediately remove such individual(s) in accordance with City of Santa Fe instructions. Permanent removal of guard personnel does not relieve the contractor of any performance obligations/requirements or create an entitlement to an equitable adjustment. The Contractor shall not, without consent, reinstate any employee who has been permanently removed.

c) The City has the right to approve/disapprove any security personnel. Contractor shall immediately transfer/remove security personnel from the account at the City's request. This includes the assigned Account Manager representing the Contractor. No such request shall be made for reasons that would violate applicable law.

17) Personnel Records: These records shall be available for inspection by the City of Santa Fe to ensure compliance with the state regulations. Records include, but are not limited to, state training completion, verification of license application state weapons and state training licenses/certifications, proof of medical and drug clearance for each employee, documented proof of completed local background investigation and other training documents.

18) Security personnel shall not perform duty at any location in excess of 12 hours and must have at least 8 hours rest between shifts. The consumption/intake of alcoholic beverages or other substances that would impair/alter judgment or performance during the 8 hour period prior to a scheduled shift is strictly prohibited.

19) Security personnel will be expected to maintain a clean work area, including facilities that they use. Security personnel will maintain cleanliness throughout their shift.

20) Contractor will be required to replace or repair, at its own expense, any equipment owned by the City of Santa Fe (such as, but not limited to, communication equipment; fire equipment; safety equipment; locks; keys; access control systems; etc.) damaged or lost through abuse or neglect by the Contractor or its employees. Use of the City's telephone system for personal use is prohibited, and the cost of such usage will either be billed to the Contractor, or deducted from the monthly payment, at the discretion of the City.

21) Security personnel shall have the ability to pass annual drug and alcohol testing. Additionally, physical examination of security personnel shall be conducted by a licensed physician whenever the Contractor has reasonable belief, based on observed behavior, that the officer cannot perfonn essential job functions and/or such officer may pose a direct threat due to a medical condition.

Facility Profiles

The total amount of security service averages approximately 500 hours per week for all facilities. See attached for a complete schedule breakdown by facility.

Municipal Parking Facilities (Mobile Patrol)
The City of Santa Fe Parking Division operates four Municipal parking facilities. Railyard Municipal Garage (404 spaces; 320 utilized average/day), Sandoval Municipal Garage (404 spaces; 625 utilized average/day), Santa Fe Community Convention Center Municipal Garage (522 spaces; 675 utilized average/day), and Water Street Municipal Lot (156 spaces; 320 utilized average/day). Mobile Patrol also conducts security patrols and services for other City facilities as necessary during their hours of operation.

Main Library; 145 Washington Ave.
The City of Santa Fe Main Library is approximately 37,500 square feet over three floors. It is open to the public, averaging 800 patrons per day. Approximately 28 library staff and 5-7 volunteers work within this facility.

La Farge Library; 1730 Llano Street
The City of Santa Fe La Farge library branch is approximately 12,500 square feet over one floor. It is open to the public, averaging 638 patrons per day. Approximately 11 library staff and 2-3 volunteers work within this facility.

Southside Library; 6599 Jaguar Drive
The City of Santa Fe Southside library branch is approximately 25,000 square feet over one floor. It is open to the public, averaging 566 patrons per day. Approximately 13 library staff and 14 volunteers work within this facility.

Santa Fe Trails
Santa Fe Trails operates a City-wide transportation system consisting of 433 bus stops, 10 bus routes and 3 downtown shuttles; averaging approximately 71,000 ridership per month.

Genoveva Chavez Community Center; 3221 Rodeo Road
The Genoveva Chavez Community Center is a 177,000 square foot community center that includes an ice rink, aquatic center with 3 pools, a full size gymnasium, fitness, and aerobics area. There are on average over 2,000 visits daily, including staff and the general public.

City Hall (201 Lincoln Ave.) / Santa Fe Convention Center (201 West Marcy St.)
City Hall is the primary facility for city administration. It is approximately 41,700 square feet over three floors. Departments located within City Hall include the Mayor's Office, City

Council, City Manager's Office, City Attorney, City Clerk, Finance Department, and Land Use Department. Approximately 200 staff work within this facility daily, with an additional 50-100 when meetings are held within the building. This building occasionally receives demonstrators, protestors, and constituents who demand to see elected and/or senior officials of the City.
The Santa Fe Convention Center is home to TOURISM Santa Fe and the Arts Commission. The facility is approximately 30,000 square feet of rentable indoor space, an additional 10,000 square feet of outdoor rentable space, and 40,000 square feet of administrative offices and back of house, non-public spaces. The facility has 36 permanent employees on a daily basis, with 60+ visitors daily, 70,000 -100,000 visitors annually through conferences, gala's, other events, etc.

Municipal Court; 2511 Camino Entrada
The Municipal Court houses the public courtroom, City Prosecutor, Paralegal and the Public Defender. The Municipal Court oversees the following cases: Traffic, Animal, Parking, Shoplifting, DUI, Petty Misdemeanors, and Code Enforcement.

Santa Fe Regional Airport; 121 Aviation Drive
The Santa Fe Regional Airport terminal building is approximately 10,000 square feet, consisting of passenger waiting areas and tenant-leased space. The airport has an average of 520 passengers arriving and departing daily, with between 6-10 arrivals and departures daily with two major commercial airlines.

Services

Contractor shall provide unarmed and armed security services, as specified by each location, in and around City of Santa Fe facilities. Contract security personnel will provide a variety of services, implementing the City of Santa Fe's security objectives according to policies and procedures which may include but is not limited to the following general tasks:

- Entry and egress access control;
- Roving patrols of interior and exterior building areas, including parking facilities as applicable;
- Perform roving patrols of all mobile patrol facilities, each hour, from a marked security unit furnished with flashing lights;
- Provide initial response to security incidents;
- Assist with fire drills/evacuation drills;
- Notify the Santa Fe Regional Emergency Communications Center of a need for police, fire, or medical assistance;
- Visitor and building employee identification verification;
- Incident and daily operating reports;
- Monitoring and responding to building intrusion detection systems;
- Monitoring alarms and fire detection equipment;
- Responding as necessary to support other life safety duties as identified in post orders and standard operating procedures;
- Other specific tasks as required, as specified in post orders or by site-location manager.

Contractor shall provide an Automated Electronic Guard Tour System, as is mutually agreed upon between the City of Santa Fe and Contractor. A GPS-based monitoring system is strongly preferred. Security personnel shall be required to activate all electronic guard tour key stations within each facility as designated by the City and in accordance with the patrol times specified as agreed to within post orders. Contractor will be required to provide access to City site managers to review incident reports, activity logs, time-reports, etc. Contractor shall also provide training on the system to City site managers.

Contractor shall provide appropriate and necessary management and supervision for all Contractor's employees by designating an Account Manager who shall coordinate all issues relating to this contract, staffing, performance, etc., and will be the point of contact for the City. The Account Manager shall:

- Cover City of Santa Fe Security Management responsibilities as needed.
- Provide on call services 24rl for City of Santa Fe; be able to respond 24/7 to handle any security problems that should arise; and be able to work varied shifts and split shifts.
- Coordinate the security coverage for all City of Santa Fe security requests.
- Develop a training program and coordinate all training requirements for security personnel assigned to this account-and update the program on a regular basis.
- The Account Manager must be able to effectively deal with a variety of personality types in public situations.
- Maintain security records for access logs, incident reports (along with police reports) for a minimum of three (3) years after the end of the calendar year. Daily logs shall be held for a minimum of one (1) year after the end of the calendar year.
- Submit reports with appropriate documentation of all situations which are considered security breaches, incidents, and/or system failures.
- Review all safety issues and security documentation prepared and/or provided by security personnel.
- Know how to perform every position and provide training for these positions to subordinates.
- Perform other duties as assigned.

Contractor shall develop a comprehensive set of Post Orders documenting both general procedures as well as site-specific responsibilities. Preliminary Post Orders shall be prepared in cooperation with the City of Santa Fe prior to the commencement of the contract. Final Post Orders shall be provided to the City of Santa Fe for review and approval 30 calendar days after first date of service. All security personnel will be required to read and verify they understand the Post Orders and at minimum, shall be tested during the on-the-job training (OJT) period, annually or more frequently during site inspections. Contractor shall ensure hiring, training and administration of motivated and professional employees that meet or exceed both Contractor's and the City of Santa Fe's standards. Post Orders should be updated as changes necessitate, and shall be reviewed by both the Contractor and City of Santa Fe annually.

Contractor may be required to work special events, such as Spanish Market, Indian Market, Fiestas, etc. on the date(s) and time(s) specified by the City. The City shall provide the Contractor with two weeks' notice for regularly scheduled events. However, this does not preclude the need for emergency service with less than two weeks' notice in the event of an emergency or special event not regularly scheduled.

Training

All training costs must be included in the billing rate. Contractor shall cross train all positions. Contractor shall:

1. Develop a training manual specifically for security personnel assigned to the City of Santa Fe.
2. Meet the minimum training requirements for the State of New Mexico requirements pursuant to the New Mexico Private Investigations Act Section, 61-278-1 et seq- NMSA 1978, and the rules promulgated pursuant to the Private Investigations Act, 16.48.2 NMAC, and a minimum of 24 hours of on-the-job training per position. All training costs are the responsibility of the Contractor and must be included in the billing rate.
3. Design a specific course of training for each position based on written post orders.
4. Provide training that includes the following:
   - Safety;
   - Building/facility familiarization including a detailed tour of all sites, functions, and facilities;
   - Knowledge of a security personnel's limit of authority;
   - Knowledge of job duties;
   - Access control;
   - Public relations;
   - Patrol techniques;
   - Responding to bomb threat situations;
   - Fire prevention and control and the use of fire extinguishers;
   - Communication training including verbal judo;
   - Employee rights, responsibilities, and expectations;
   - Workplace violence and conflict resolution;
   - Reporting procedures for incidents, personal injury, and property damage;
   - Dealing effectively with the homeless and mentally ill;
   - Exclusion policies;
   - Lost and found procedures;
   - CPR certified (including defibrillation) and First Aid certified by the American Heart Association or equivalent (as approved by the City of Santa Fe) within four (4) months of hire;
   - ADA training;
   - Radio procedures and protocols;
   - Grooming and uniform appearance;
   - Defense tactics, handcuff procedures;
   - De-escalation training.

5. Contractor is "encouraged" (but not required) to provide training that includes the following:
   - Crowd psychology, control, and management;
   - Limited force ejection techniques;
   - Drug and alcohol awareness training.
6. Any security personnel who is assigned to the Santa Fe Regional Airport must complete the following prior to assignment:
   - Security Identification Display Area (SIDA)/Secured Area Badge Application;
   - Complete and pass a Criminal History Records Check and Security Threat Assessment;
   - Complete online and in-person SIDA/Secured Area Training;
   - Complete Santa Fe Regional Airport Security personnel Orientation with an Airport Law Enforcement Officer or Airport Security Coordinator.
7. Contractor must certify that training, as outlined herein, has been provided to each employee. The Contractor must also supply the City with a roster of trained personnel, listing employees by name, and the dates and frequency of training.
8. Whenever a new security personnel is assigned to a post, Contractor shall arrange for the new personnel to be trained for a minimum of 24-hours with an experienced security personnel prior to the new individual taking over the post alone. The Contractor shall bear the cost of this training and the City shall be billed for the services of only the experienced security personnel.

Uniforms and Equipment

- All security personnel shall wear the registration card on the outside of the guard's uniform so that the card is visible to others, as specified in 61-278-22(0) NMSA 1978.
- All security personnel will maintain a high standard of dress and professional appearance at all times. All uniforms will be clean, serviceable, pressed, and will conform with NMSA 1978 61-278-1 through 61-278-36, section 16.48.3.12.
- Uniforms will be of consistent color, appearance, and in good condition. Uniforms should only be worn when the security personnel is on official duty or in transit between their residence and post location.
- Contractor will not require employees assigned under the terms of this Agreement to purchase supplied uniforms.
- Equipment to be utilized by security personnel shall be provided by the contractor, unless agreed to by the City.

Allied Universal Security Services - Scope of Work Exhibit B

Level 3 Guard	2000	0	0	$54,651.60	$0.00	$54,651.60
Schedule:	Flexible					
Hours Per Week:	40+					
Level 1 Guard	2990	0	0	$58,813.30	$0.00	$58,813.30
Schedule:	Mon–Thurs 2:30pm–10:30pm (32)	Fri-Sat 12:00pm–8:30pm (17)	Sunday 10:00am-6:30pm (8.5)			
Hours Per Week:	57.5					
Level 2 Guard	3016	0	0	$62,702.64	$0.00	$62,702.64
Schedule:	Mon–Wed 10:00am–8:00pm (30)	Thur-Sat 10:00am–6:00pm (24)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	58					
Weeks in Contract:	52					
Level 2 Guard	3120	0	0	$64,864.80	$0.00	$64,864.80
Schedule:	Mon–Thurs 10:00am–8:00pm (40)	Fri-Sat 10:00am–6:00pm (24)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	60					
Weeks in Contract:	52					
Level 2 Guard	3120	0	0	$64,864.80	$0.00	$64,864.80
Schedule:	Mon–Thurs 10:00am–8:00pm (40)	Fri-Sat 10:00am–6:00pm (16)	Sunday 1:00pm-5:00pm (4)			
Hours Per Week:	60					
Level 1 Mobile Guard	8568	0	168	$220,968.72	$5,984.16	$226,952.88
Schedule:	24 Hours/Day - 7 Days/Week (168)					
Hours Per Week:	168					
Level 3 Guard	5712	0	112	$132,004.32	$3,883.04	$135,887.36
Schedule:	4:00pm-8:00am - 7 Days/Week (112)					
Hours Per Week:	112					
Level 1 Mobile Guard	1428	0	28	$38,007.93	$1,020.49	$39,028.43
Schedule:	9:30pm-1:30am - 7 Days/Week (4)					
Hours Per Week:	28					
Level 3 Guard	2080	325	0	$48,068.80	$11,267.75	$59,336.55
Schedule:	Mon-Fri - 7:45am-5:00pm (9.25)					
Hours Per Week:	46.25					
Level 3 Guard	0	72	0	$0.00	$2,496.24	$2,496.24
Schedule:	2nd Fri - 1:00pm-3:00pm (2X3 (6))					
Hours Per Week:	6					

Level 1 Guard	1785	0	35	$35,110.95	$1,032.50	$36,143.45
Schedule:	7:00pm-12:00am - 7 Days/Week (5)					
Hours Per Week:	35					
Level 3 Guard	5176.5	0	101.5	$119,628.92	$3,519.01	$123,147.92
Schedule:	4:30am-7:00pm - 7 Days/Week (14.5)					
Hours Per Week:	101.5					
Security	**Total Position Hours**					**Total Annual Cost**
Level 1 Guard	1040	0	0	$20,456.80	$0.00	$20,456.80
Schedule:	Mon-Fri 5:30am-9:30am (4)					
Hours Per Week:	20					
Rover	**Total Position Hours**					**Total Annual Cost**
Level 3 Guard	2912	0	0	$67,296.32	$0.00	$67,296.32
Vehicle						$4,576.32
Dashcam						$120.00
HeliAUS Cellphone						$1,800.00
Schedule:	8:00pm-4:00am - 7 Days/Week (8)					
Hours Per Week:	56					
Contract Sub-Total:						$1,023,139.41
Unforseen Cost Over Runs:						$25,000.00
Contract Sub-Total w/ Cost Over Runs:						$1,048,139.41
NMGRT (8.4375%):						$88,436.76
Contract Total w/ Cost Over Runs:						$1,136,576.17

ITEM # 20-0248

CITY OF SANTA FE
AMENDMENT No. 8 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 8 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to remove security services at the Railyard Visitor Center, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit "A" – Scope of Services attached hereto, Amendment #8.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of nine hundred seventy-four thousand three hundred forty-six dollars and seventy-seven cents ($974,346.77), plus applicable gross receipts taxes and as described in Exhibit

"B" attached hereto so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed two million seven hundred and four thousand five hundred and eleven dollars and forty-one cents ($2,704,511.41), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Vehicle	$ 6.00	$ 6.00
Parking Mobile Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

An additional sum of twenty five thousand dollars ($25,000.00) is included and shall be encumbered in the event that additional security service is required for emergencies, holidays, or special events.

3. TERM:

Article 5 of the Agreement is hereby deleted in its entirety and substitute the following Article 5 in its place:

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and shall terminate on June 30, 2022 unless sooner pursuant to Article 6 below.

4. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 8 to the City of

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 6/1/2020

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
QB 5/27/20

CITY ATTORNEY'S OFFICE:

4/24/20
SENIOR ASSISTANT CITY ATTORNEY

APPROVED AS TO FINANCES:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

See Attached
NAME

TITLE
Date:

CRS #: 03-282745-00-08
Business License: 20-110418

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 6/1/2020

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
QB 5/27/20

CITY ATTORNEY'S OFFICE:

5/24/20
SENIOR ASSISTANT CITY ATTORNEY

APPROVED AS TO FINANCES:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item: VAROUS

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME
Steve Claton
TITLE President, Southwest Region
Date: 6/22/20

CRS #: 03-282745-00-08
Business License: 20-110418

ITEM # 19-0514

CITY OF SANTA FE
AMENDMENT No. 7 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 7 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to remove security services at the Railyard Visitor Center, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #7.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of nine hundred thirty thousand six hundred ninety four dollars and ninety eight cents ($930,694.98), plus applicable gross receipts taxes, so that Article 3, paragraph A reads

in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed one million seven hundred thirty thousand one hundred sixty four dollars and sixty four cents ($1,730,164.64), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Item	Hourly Rate	Holiday Rate
SF University of Art and Design Vehicle	$ 6.00	$ 6.00
Parking Mobile Patrol Vehicle	$ 6.81	$ 6.81
Level 1 Security Officer	$ 19.67	$ 29.50
Level 2 Security Officer	$ 20.79	$ 31.18
Level 3 Security Officer	$ 23.11	$ 34.67
Account Manager	$ 26.79	$ 40.18

3. TERM:

Article 5 of the Agreement is hereby deleted in its entirety and substitute the following Article 5 in its place:

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and shall terminate on June 30, 2020 unless sooner pursuant to Article 6 below. The term of this Agreement may be extended on all the same terms and conditions except "Compensation" Section 3 for additional period(s) of one (1) year each, not to exceed four (4) years, by a written amendment and mutual agreement of the parties on the Compensation to be effective during each one (1)-year renewal period.

4. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 7 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 6/28/19

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

See attached

Date: 6.28.19

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
cc mtg 6.28.19

CRS #: 03-282745-00-08
Business License: 19-110418

APPROVED AS TO FORM:

6/11/19
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 12002.510310; 52401.510310; 52800.510310; 52702.510310; 52910.510310

IN WITNESS WHEREOF, the parties have executed this Amendment No. 7 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: _____

CONTRACTOR:

Universal Protection Service, LP d/b/a Allied Universal Security Services

Date: 6/28/19

ATTEST:

CRS #: 03-282745-00-08
Business License: 19-110418

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

6/11/19
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 12002.510310; 52401.510310; 52800.510310; 52702.510310; 52910.510310

ITEM # 19-0334

CITY OF SANTA FE
AMENDMENT No. 6 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 6 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be effective on 15 February 2019.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to eliminate the City Hall/Santa Fe Community Convention Center security post, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #6.

2. COMPENSATION

Article 3, paragraph A of the Agreement is amended to **decrease** the amount of compensation by a total of fourteen thousand four hundred ninety eight dollars and fifty-six cents ($14,498.56), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed seven hundred ninety nine thousand four hundred sixty nine dollars and sixty-six cents ($799,469.66), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport – Level 3

Hourly Rate: $22.66

Total for 5,040 Regular Hours: $114,206.40

Hourly Rate for Holiday Hours: $33.99

Total for 142 Holiday Hours: $4,826.58

Total for Regular and Holiday Hours: $119,032.98

Santa Fe Regional Airport – Level 1

Hourly Rate: $19.28

Total for 1,004 Regular Hours: $19,357.12

Hourly Rate for Holiday Hours: $28.92

Total for 28 Holiday Hours: $809.76

Total for Regular and Holiday Hours: $20,166.88

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

Railyard Visitor Center

Hourly Rate: $19.28

Total for 1,424 Regular Hours: $27,454.72

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $27,454.72

University of Art & Design Campus (inclusive of vehicle costs)

Hourly Rate: $25.28

Total for 2,120 Regular Hours: $53,593.60

Hourly Rate for Holiday Hours: $37.92

Total for 64 Holiday Hours: $2,426.88

Total for Regular and Holiday Hours: $56,020.48

As part of the compensation, the City of Santa Fe will provide the Contractor an office space at the University of Art and Design Campus. The space will be a 10' x 12' (120 SF), lockable private office within the Fogelson Library (Bldg. 4). The Contractor will have 24/7 access to the office. The office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt, approval, and acceptance by the City of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the City.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 6 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 5/9/19

ATTEST:

YOLANDA Y. MIGIL, CITY CLERK
cc mtg. 5/8/2019

APPROVED AS TO FORM:

2/7
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

5/9
MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

See Attached
NAME & TITLE

Date:

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 6 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date:

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

2/7
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME & TITLE

Date: 3/18/19

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

ITEM # 19-0223

CITY OF SANTA FE
AMENDMENT No. 5 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 5 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add an additional 72-hours of level-3 security officer hours of coverage and 1,032 hours of level-1 security officer hours of coverage at the Santa Fe Regional Airport and for invoices to be provided on a monthly rather than bi-weekly basis, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #5.

2. COMPENSATION

Article 3, paragraph A of the Agreement is amended to increase the amount of

compensation by a total of twenty one thousand eight hundred twenty-one dollars and six cents ($21,821.06), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed eight hundred thirteen thousand nine hundred sixty-eight dollars and twenty-two cents ($813,968.22), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport – Level 3

Hourly Rate: $22.66

Total for 5,040 Regular Hours: $114,206.40

Hourly Rate for Holiday Hours: $33.99

Total for 142 Holiday Hours: $4,826.58

Total for Regular and Holiday Hours: $119,032.98

Santa Fe Regional Airport – Level 1

Hourly Rate: $19.28

Total for 1,004 Regular Hours: $19,357.12

Hourly Rate for Holiday Hours: $28.92

Total for 28 Holiday Hours: $809.76

Total for Regular and Holiday Hours: $20,166.88

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

Railyard Visitor Center

Hourly Rate: $19.28

Total for 1,424 Regular Hours: $27,454.72

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $27,454.72

University of Art & Design Campus (inclusive of vehicle costs)

Hourly Rate: $25.28

Total for 2,120 Regular Hours: $53,593.60

Hourly Rate for Holiday Hours: $37.92

Total for 64 Holiday Hours: $2,426.88

Total for Regular and Holiday Hours: $56,020.48

As part of the compensation, the City of Santa Fe will provide the Contractor an office space at the University of Art and Design Campus. The space will be a 10' x 12' (120 SF), lockable private office within the Fogelson Library (Bldg. 4). The Contractor will have 24/7 access to the office. The

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 5 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 4/1/19

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
cc mtg. 3/27/2019

APPROVED AS TO FORM:

1/30
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

See Attached
NAME & TITLE

Date:

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 5 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

_____
ALAN WEBBER, MAYOR

Date:_____

ATTEST:

_____
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

_____ 1/30
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

_____
MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

_____
NAME & TITLE

Date: 2/4/19

CRS #: 03-282745-00-08
Business License: 18-00110418

ITEM # 19-0192

CITY OF SANTA FE
AMENDMENT No. 4 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 4 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add an additional 3,600 hours of level-1 security officer hours of coverage and 2,400 hours of level-3 security officer hours of coverage at the University of Art and Design campus, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #4.

2. COMPENSATION

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of one hundred forty five thousand eight hundred seventy-six dollars and sixty-four cents ($145,876.64), plus applicable gross receipts taxes, so that Article 3, paragraph A

reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed seven hundred ninety two thousand one hundred forty-seven dollars and sixteen cents ($792,147.16), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport – Level 3

Hourly Rate: $22.66

Total for 5,040 Regular Hours: $114,206.40

Hourly Rate for Holiday Hours: $33.99

Total for 142 Holiday Hours: $4,826.58

Total for Regular and Holiday Hours: $119,032.98

Santa Fe Regional Airport – Level 1

Hourly Rate: $19.28

Total for 1,004 Regular Hours: $19,357.12

Hourly Rate for Holiday Hours: $28.92

Total for 28 Holiday Hours: $809.76

Total for Regular and Holiday Hours: $20,166.88

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 4 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 4/1/19

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
cc mtg. 3/13/2019

APPROVED AS TO FORM:

3/29/19
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

3/29/19
MARY MCCOY, FINANCE DIRECTOR

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

See attached
NAME & TITLE

Date:

CRS #: 03-282745-00-08
Business License: 18-00110418

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 4 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

_____
ALAN WEBBER,

Date:_____

ATTEST:

_____
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

_____
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

_____
MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

CONTRACTOR:
Universal Protection Service, LP d/b/a
Allied Universal Security Services

_____
STEVE CLATON, PRESIDENT

Date: 4/11/18

CRS #: 03-282745-00-08
Business License: 18-00110418

ITEM # 18-1318

CITY OF SANTA FE
AMENDMENT No. 3 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 3 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A , is amended to provide professional security services for the University of Art and Design campus.

A. The Contractor shall provide scope of services as defined in Exhibit A – Scope of Services, Amendment #3.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of fifty six thousand twenty dollars and forty eight cents ($56,020.48), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its

entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed six hundred forty six thousand two hundred seventy dollars and fifty two cents ($646,270.52), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,641.46

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,641.46

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport

Hourly Rate: $22.66

Total for 4,970 Regular Hours: $112,620.20

Hourly Rate for Holiday Hours: $33.99

Total for 140 Holiday Hours: $4,758.60

Total for Regular and Holiday Hours: $117,378.80

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 3,018 Regular Hours: $58,187.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

Railyard Visitor Center

Hourly Rate: $19.28

Total for 1,424 Regular Hours: $27,454.72

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $27,454.72

University of Art & Design Campus (inclusive of vehicle costs)

Hourly Rate: $25.28

Total for 2,120 Regular Hours: $53,593.60

Hourly Rate for Holiday Hours: $37.92

Total for 64 Holiday Hours: $2,426.88

Total for Regular and Holiday Hours: $56,020.48

As part of the compensation, the City of Santa Fe will provide the Contractor an office space at the University of Art and Design Campus. The space will be a 10' x 12' (120 SF), lockable private office within the Fogelson Library (Bldg. 4). The Contractor will have 24/7 access to the office. The office will come with parking and water, sewer, electricity and gas service included. The contractor will be required to handle their own trash and, if internet access were desired, would have to arrange for internet to be extended to the space.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 3 to the City of

Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 11/21/2018

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

NAME & TITLE

Date: 10/15/18

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

CRS #: 03-282745-00-08
Business License: 18-00110418

APPROVED AS TO FORM:

9/25

ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

11/21

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310; 52910;510310

ITEM # 18-1304

CITY OF SANTA FE
AMENDMENT No. 2 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 2 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated May 31 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. STANDARD OF PERFORMANCE; LICENSES

Article 2 of the Agreement is amended to add Paragraph C:

C. Performance Requirements and Contract Liquidated Damages

1) Certain levels of operation in accordance with the scope of services section, but not limited to, shall be met by the Contractor to ensure satisfactory service to the City and the public. It is the responsibility of the Contractor to provide the City of Santa Fe with appropriate management information reports that will enable the City to monitor all of the service levels. The Contractor shall maintain all records necessary for the City of Santa Fe to audit and substantiate compliance with all monitoring requirements.

a. Each service level has a corresponding credit to City for non-compliance. All credits will be deducted from any amount payable pursuant to the Contractor's monthly statement for the month in which the service level was not fulfilled.

b. Additional credits for non-compliance detailed in this section are intended to encourage the Contractor to perform all services at the required levels. The assessment of additional credits, however, does not affect City's option to terminate this contract for failure to comply with service levels.

c. The credits that are set forth reflect City's estimate of risks associated with non-compliance of the Scope of Services by the Contractor in each instance. Contractor agrees that City's estimates are fair and reasonable and are valid in light of the fact that exact damages are difficult, if not impossible, to quantify.

d. The Contractor shall maintain sufficient staff and equipment to provide high level services within the requirements set forth by the Scope of Services. The following credits to the City for non-compliance have been established:

i. Data Accuracy

The Contractor is required to maintain a 98% level of accuracy for each day's data collected from guard patrol monitoring system, guard post personnel assignment system, time card entries, payroll and incident reports. A credit of $100 per day for each business day will be deducted from the Contractor's monthly charges for failure to meet these criteria.

ii. Accountability

In the event that any of the Contractor's monitoring Systems cannot provide

required reports, a credit of $500 per week will be deducted from the Contractor's monthly charges for failure to meet this criterion.

iii. Systems' Availability

System availability is defined as the time during the principal hours of operation when the Contractor is providing services, including all subsystems, is available to the City of Santa Fe for monitoring purposes. System availability shall be maintained at 98%, Monday through Friday at a minimum from 8:00 a.m. to 6:00 p.m. The Contractor shall make available access to all Contractor's monitoring systems from a City desktop computer for monitoring purposes. It is the Contractor's responsibility to ensure that this requirement is fully met at Contractor's expense. The system availability requirement shall not be in effect during the period of time that the Contractor is experiencing a catastrophic failure. A catastrophic failure includes Acts of God, as well as natural (such as earthquake, fire or flood) and un-natural catastrophes that are not caused by the negligence of the Contractor.

In the event that an availability level of 98% is not achieved for any individual calendar month, a credit of $250 for each month will be deducted from the Contractor's monthly charges.

iv. System Discontinuance and Backup

The Contractor shall agree to establish an ISDN backup connection within five (5) minutes of receipt of notification from the City that any data circuit is inoperable.

Failure to establish the system backup connection within the time limit stated above will result in a credit to the City of $500 per working day of delay.

v. Operational Performance

The City expects the Contractor to ensure that the assigned guard to every Post arrives at their designated Post a few minutes ahead of their scheduled start time so that they can be ready to start their shift precisely at the required start time. When a Post is not manned by a security guard at the pre-established start time, a credit to the City will result as follows:

1. No guard at Post at the pre-established start of shift time, a credit of $250 per occurrence will be deducted from the Contractor's monthly charges.
2. No guard at Post 15 minutes past the pre-established start of shift time, a credit of $500 for each occurrence will be deducted from the Contractor's monthly charges.
3. No guard at Post 30 minutes past the pre-established start of shift time, a credit of $750 per occurrence will be deducted from the Contractor's monthly charges.
4. No guard at Post 1 hour or more past the pre-established start of shift time, a credit of $1,500 per occurrence will be deducted from the Contractor's monthly charges.

2. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 2 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 11/29/18

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

Date: 10/15/18

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
DC mtg. 11/14/18

CRS #: 03-282745-00-08
Business License: 18-00110418

APPROVED AS TO FORM:

9/25
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:
52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310

ITEM # 18-1303

CITY OF SANTA FE
AMENDMENT No. 1 TO
PROFESSIONAL SERVICES AGREEMENT
ITEM# 18-0552

AMENDMENT No. 1 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated June 11, 2018 (the "Agreement"), between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide professional security services for the City of Santa Fe.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement, as described in Exhibit A, is amended to add professional security services for the Tourism Santa Fe Railyard Visitor Center, additional hours of coverage at La Farge Library, and additional hours of coverage at the Genoveva Chavez Community Center, so that Article 1 reads as follows:

A. The Contractor shall provide scope of services as defined in Exhibit A.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of thirty-three thousand seven hundred three dollars and twenty-eight cents

($33,703.28), plus applicable gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed five hundred ninety thousand two hundred fifty dollars and four cents ($590,250.04), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager

Hourly Rate: $26.26

Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,926 Regular Hours: $59,640.77

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $59,640.77

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

Date: 11/29/18

CONTRACTOR:
Universal Protection Service, LP d/b/a Allied Universal Security Services

Date: 10/15/18

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK
CC mtg. 11/14/18

CRS #: 03-282745-00-08
Business License: 18-00110418

APPROVED AS TO FORM:

9/25
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

MARY MCCOY, FINANCE DIRECTOR

Business Unit/Line Item:

52155.510310; 12100.510310; 22774.510310; 52102.510310; 22210.5103100;52155.510310; 12002.510310; 52401.510310; 52800.510310; 52701.510310; 52701.510310

ITEM # 18-0552

CITY OF SANTA FE

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe (the "City") and Universal Protection Service, LP d/b/a Allied Universal Security Services (the "Contractor"). The date of this Agreement shall be the date when it is executed by the City and the Contractor, whichever occurs last.

1. SCOPE OF SERVICES

The Contractor shall provide scope of services as defined in Exhibit A.

2. STANDARD OF PERFORMANCE; LICENSES

A. The Contractor represents that it possesses the personnel experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

3. COMPENSATION

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed five hundred fifty six thousand five hundred forty six dollars and seventy six cents ($556,546.76), plus applicable gross receipts taxes. Payment shall be made for services actually rendered at a rate identified:

Account Manager
Hourly Rate: $26.26
Total for 2,000 Regular Hours: $52,520.00

Hourly Rate for Holiday Hours: $39.39

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,520.00

Mobile Patrol (inclusive of vehicle costs)

Hourly Rate: $29.97

Total for 1,420 Regular Hours: $42,561.31

Hourly Rate for Holiday Hours: $44.96

Total for 32 Holiday Hours: $1,438.69

Total for Regular and Holiday Hours: $44,000.00

Main Library

Hourly Rate: $20.38

Total for 3,026 Regular Hours: $61,679.79

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $61,679.79

LaFarge Library

Hourly Rate: $20.38

Total for 2,714 Regular Hours: $55,320.21

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $55,320.21

Southside Library

Hourly Rate: $20.38

Total for 2,875 Regular Hours: $58,592.50

Hourly Rate for Holiday Hours: $30.57

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $58,592.50

City Hall / SFCCC

Hourly Rate: $19.28

Total for 2,000 Regular Hours: $38,560.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $38,560.00

Municipal Court

Hourly Rate: $22.66

Total for 2,337 Regular Hours: $52,956.42

Hourly Rate for Holiday Hours: $33.99

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $52,956.42

Santa Fe Trails

Hourly Rate: $19.28

Total for 1,000 Regular Hours: $19,280.00

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $19,280.00

Santa Fe Regional Airport

Hourly Rate: $22.66

Total for 4,970 Regular Hours: $112,620.20

Hourly Rate for Holiday Hours: $33.99

Total for 140 Holiday Hours: $4,758.60

Total for Regular and Holiday Hours: $117,378.80

Genoveva Chavez Community Center

Hourly Rate: $19.28

Total for 2,918 Regular Hours: $56,259.04

Hourly Rate for Holiday Hours: $28.92

Total for 0 Holiday Hours: $0.00

Total for Regular and Holiday Hours: $56,259.04

An additional sum of twenty five thousand dollars ($25,000.00) is encumbered in the event that additional security service is required for emergencies, holidays, or special events.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt, approval and acceptance by the City of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the City.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

This Agreement shall be effective when signed by the City and the Contractor, whichever occurs last, and shall terminate on June 30, 2019 unless sooner pursuant to Article 6 below. The term of this Agreement may be extended on all the same terms and conditions except "Compensation" Section 3 for additional period(s) of one (1) year each, not to exceed four (4) years, by a written amendment and mutual agreement of the parties on the Compensation to be effective during each one (1)-year renewal period .

6. TERMINATION

A. This Agreement may be terminated by the City and the Contractor upon 60 days written notice by the terminating party to the non-terminating party.

(1) The Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the City original copies of all work product, research or papers prepared under this Agreement.

(2) If compensation is not based upon hourly rates for services rendered, therefore the City shall pay the Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination, and for which compensation has not already been paid.

(3) If compensation is based upon hourly rates and expenses, Contractor shall be paid for services rendered and expenses incurred through the date Contractor receives notice of such termination.

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

C. The Contractor shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this Agreement.

8. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made

available to any individual or organization by the Contractor without the prior written approval of the City.

9. CONFLICT OF INTEREST

The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. Contractor further agrees that in the performance of this Agreement no persons having any such interests shall be employed.

10. ASSIGNMENT; SUBCONTRACTING

The Contractor shall not assign or transfer any rights, privileges, obligations or other interest under this Agreement, including any claims for money due, without the prior written consent of the City. The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City.

11. RELEASE

The Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the City, its officers and employees, from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the City to any obligation not assumed herein by the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INSURANCE

A. The Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form and with an insurance company acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is included as an additional insured to the extent of the Contractor's indemnification obligations under this Agreement and up to the required insurance coverage amount, and that the City is notified no less than 30 days in advance of cancellation for any reason. The Contractor shall furnish the City with a copy of a Certificate of Insurance as a condition prior to performing services under this Agreement.

B. Contractor shall also obtain and maintain Workers' Compensation insurance, required by law, to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.

C. Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

13. INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend the City from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever to the extent caused by Contractor's willful, negligent, or reckless performance under this Agreement as well as by the willful, negligent, or reckless performance of Contractor's employees, agents, representatives and subcontractors. Under no circumstances will either party be liable to the other party, or any other person or entity, for consequential, incidental, indirect or punitive damages, or for lost profits.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

15. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the City and the Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

16. RECORDS AND AUDIT

The Contractor shall maintain, throughout the term of this Agreement and for a period of three years thereafter, detailed records that indicate the date, time and nature

of services rendered. These records shall be subject to inspection by the City, the Department of Finance and Administration, and the State Auditor. The City shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

17. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the City of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

18. AMENDMENT

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

19. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understandings have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

20. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of services by Contractor hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

21. SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

22. NOTICES

Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

City of Santa Fe:
200 Lincoln Ave.
Santa Fe, NM, 87501

Contractor:
Allied Universal
Eight Tower Bridge, Suite 600
161 Washington Street
Conshohocken, PA 19428
ATTN: General Counsel

23. FORCE MAJEURE

Contractor shall not be responsible for additional expenses and costs incurred by it or the City to provide Services pursuant to this Agreement as a result of unusual circumstances including, but not limited to, strikes, riots, revolutions, wars, military actions, fires, floods, droughts, natural disasters, pandemics, active shooter events,

snow storms, blizzards or other inclement weather, accidents, insurrections, lockouts or other acts of God, perils of the sea, stoppage of labor, or other events considered as "Force Majeure", or by any other unavoidable cause beyond Contractor's reasonable control. All such additional expenses shall be the responsibility of the City as an additional charge invoiced and paid by the City as it is incurred, pursuant to the terms of the Billing section of this Agreement. Additionally, to the extent that Contractor is unable to perform, or is delayed in performing, the Services due to a Force Majeure event, such nonperformance or delayed performance is not a breach of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

DATE: June 11, 2018

CONTRACTOR:

UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVICES

See attached

NAME, TITLE

DATE:

CRS# 03-282745-00-8
City of Santa Fe Business Registration # 18-00110418

ATTEST:

Yolanda Y. Vigil

YOLANDA Y. VIGIL
CITY CLERK
CC mtg. 5/31/18

APPROVED AS TO FORM:

GENO ZAMORA, INTERIM CITY ATTORNEY

APPROVED:

6/5/18

~~KENT DEYOUNG~~, INTERIM FINANCE DIRECTOR
Brad Fluetsch, CFA

Business Unit Line Item

The funding sources effected by this amendment are as follows: Mobile Patrol ($53,573.22 from 52155.510310); Libraries ($132,729.85 from 12100.510310, $69,260.16 from 22774.510310, and $5,591.59 from 52102.510310); City Hall / SFCCC ($15,908.41 from each of 52102.510310, 22210.510310 and 52155.510310); Municipal Court ($63,201.37 from 12002.510310); Transit ($26,999.22 from 52401.510310); Airport ($132,455.43 from 52800.510310); GCCC ($66,751.69 from 52701.510310).

CITY OF SANTA FE:

CONTRACTOR:

UNIVERSAL PROTECTION SERVICE, LP/DBA ALLIED UNIVERSAL SECURITY SERVICES



MAYOR

NAME, TITLE Pres. Dir

DATE:_____

DATE: 5/29/18

CRS# 03-282745-00-8
City of Santa Fe Business
Registration # 18-00110418

ATTEST:

YOLANDA Y. VIGIL
CITY CLERK

APPROVED AS TO FORM:

5/2
GENO ZAMORA, INTERIM CITY ATTORNEY

APPROVED:

, FINANCE DIRECTOR

Business Unit Line Item

The funding sources effected by this amendment are as follows: Mobile Patrol ($53,573.22 from 52155.510310); Libraries ($132,729.85 from 12100.510310, $69,260.16 from 22774.510310, and $5,591.59 from 52102.510310); City Hall / SFCCC ($15,908.41 from each of 52102.510310, 22210.510310 and 52155.510310); Municipal Court ($63,201.37 from 12002.510310); Transit ($26,999.22 from 52401.510310); Airport ($132,455.43 from 52800.510310); GCCC ($66,751.69 from 52701.510310).

City of Santa Fe, New Mexico

memo

DATE: **October 22, 2020**

TO: **City Council**

FROM: **Mayor Alan Webber**

RE: **Appointments**

I would like to make the following appointments:

Water Conservation Committee

Scott Bunton (Water Related Technical Experitise) – reappointment – term ending 7/2022
Ken Kirk (Santa Fe County Resident/Hydrology) – reappointment – term ending 7/2022
Stephen G. Schmelling (Building Construction Practices) – reappointment – term ending 7/2022
Peggy Wright (Landscaping Water Conservation Practices) – reappointment – term ending 7/2022
Robert D. Coombe (Education Programs) – reappointment – term ending 7/2022

City of Santa Fe New Mexico
Memorandum

Date: September 3, 2020

To: Quality of Life Committee and Governing Body

Via: Andrew Padilla, Chief of Police AP (9-3-20)

From: 9/3/20
Paul Joye, Deputy Chief of Police

RE: Prohibited Police Activities Bill

ITEM AND ISSUE:
Proposed ordinance to prohibit certain police activities, to include no-knock warrants, as well as requiring the use of body-worn cameras during the execution of any search warrant.

BACKGROUND AND SUMMARY:
Recent national events have compelled the Santa Fe Police Department to look internally, to review our Department's policies and procedures as they compare to best or preferred national practices. After an internal audit regarding the Department's use of No-Knock Warrants, it was noted that SFPD has not conducted any No-Knock Warrants in at least ten years. Further, the Santa Fe Police Department has been using and have had policy in place for Body-Worn Cameras since 2016.

Due to the fact that situations, locations, and individuals involved in criminal activity are both potentially highly volatile and unpredictable, it remains in the best interest of the SFPD as well as the citizens of Santa Fe to continue the use of proper search warrant executions and Body-Worn Camera utilization. Putting such measures into city ordinance supersedes department policy, and would ensure that out department continues with these preferred and best practices as we move forward into the future of public safety.

The attached ordinance prohibits SFPD from the use of No-Knock warrants within the municipal boundaries of the City of Santa Fe. Further, this ordinance requires that all law enforcement officers participating in the execution of a search warrant be equipped with Body-Worn Cameras, and to have those cameras activated for the entire duration of the search warrant execution. Last, this ordinance requires that all recorded data from Body-Worn Cameras be retained for five years following the execution of the search warrant. This goes above and beyond what is currently mandated by state or federal laws, and again ensures that as a Department, we continue to strive for compliance with preferred and best practices.

ACTION REQUESTED:
The attached proposed ordinance has been reviewed and is supported by the administration of the Santa Fe Police Department. The request for the Governing Body to review and pass the attached ordinance.

ATTACHMENTS:
Proposed Ordinance 20-7: Prohibited Police Activities
Fiscal Impact Report

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2020-__

INTRODUCED BY:

Mayor Alan Webber

AN ORDINANCE

CREATING A NEW SECTION 20-7 SFCC 1987 TO PROHIBIT CERTAIN POLICE ACTIVITIES, INCLUDING NO-KNOCK WARRANTS, AND REQUIRING THE USE OF BODY-WORN CAMERAS DURING THE EXECUTION OF ANY SEARCH WARRANT.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. A new Section 20-7 of SFCC 1987 is hereby ordained to read:

20-7 PROHIBITED POLICE ACTIVITIES.

20-7.1 Short title; purpose.

A. This section as the Prohibited Police Activities Ordinance.

B. The purpose of this Section is to protect the safety of the residents of the city of Santa Fe by establishing specific restrictions and limitations on the execution of search warrants by the Santa Fe police department.

20-7.2 Definitions.

Body-worn camera means an electronic video and audio recording device that is placed on the front of a law enforcement officer's uniform and used to record interactions between law

underscored material = new [bracketed material] = delete

enforcement officers and members of the public.

No-knock warrant means any search warrant that a judge issues that allows those executing the warrant to do so without knocking and announcing themselves and their purpose at the premises.

20-7.3 Use of no-knock warrants prohibited.

No member of the Santa Fe police department or any other authorized public safety official shall seek, execute, or participate in the execution of a no-knock warrant at any location within the municipal boundaries of the city of Santa Fe.

20-7.4 Use of body-worn cameras.

A. All law enforcement officers participating in the execution of a search warrant shall be equipped with an operating body-worn camera.

B. Prior to the execution of any search warrant, each law enforcement officer present at the premises to be searched must activate their body-worn camera recording equipment and may not deactivate the equipment until the completion of the execution of the warrant.

C. All data recorded by the body-worn cameras must be retained for five (5) years following the execution of the search warrant. The recorded data shall be stored in a separate electronic file category designated for this purpose.

APPROVED AS TO FORM:

_____

ERIN K. McSHERRY, CITY ATTORNEY

Legislation/2020/Bills/Prohibited Police Activities

FIR No. 3275

FISCAL IMPACT REPORT

General Information:

(Check) Bill: X Resolution: _____

Short Title(s): Prohibited Police Activities

Sponsor(s): Mayor Webber

Reviewing Department(s): Police Department

Staff Completing FIR: Paul Joye Date: 8/17/2020 Phone: 955-5355

Reviewed by City Attorney: _____ Date: Sep 10, 2020

Reviewed by Finance Director: _____ Date: Sep 9, 2020

Summary:
The bill prohibits the use of no-knock warrant executions within the City of Santa Fe, and requires the use of body-worn cameras throughout any search warrant executions.

Departments Affected:
Police Department.

Consequences of Not Enacting Legislation:
The Santa Fe Police Department will continue to operate in accordance with its policies and procedures as they pertain to body-worn cameras and search warrant executions. An internal review of SFPD cases shows that SFPD has not conducted a no-knock warrant in at least ten years. SFPD has been utilizing body-worn cameras in accordance with a policy in place since 2016. Currently, SFPD anticipates that the Department has the capacity to store body-worn camera footage for up to five years under the current format and policy.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
None identified.

Performance and Administrative Implications:

Fiscal Implications:
There are potential fiscal implications to this bill, to the extent that requiring all officers on scene to have their body-worn cameras activated for the duration of the execution may require a purchase of extra body-worn cameras to ensure that there are enough cameras available on scene in the event that activated cameras run out of battery life or run to capacity and are no longer able to record new footage. There are also potential financial considerations that may have to be taken to ensure that there remains sufficient storage space on our server to allow for storage of these videos for 5 years, as video quality increases accompanied by the requirement to record at all times while "on scene," to include individual officer "down-time" or time in which they are not actively participating in the execution of the search warrant (scene security, holding a perimeter, etc.). Under the current policy, officers do not have a requirement to have body-worn cameras activated during times in which officers are not actively assisting or engaged in the execution of a search warrant, which is supported by our current storage system.

Fiscal Impact

_____ Check here if no fiscal impact

Expenditures

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

* This includes all staff time associated with executing the job functions of the proposed legislation.

Expenditure Narrative:

There is not an estimated expenditure associated with the bill, though additional digital storage capacity may be needed in the future.

Revenue

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

Revenue Narrative:

Prohibited Police Activities

Final Audit Report 2020-09-10

Created:	2020-09-10
By:	Jesse Guillen (jbguillen@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2mDHf4ZrFA0zVMRIy8ufJMn24pZDWhI3

"Prohibited Police Activities" History

Document created by Jesse Guillen (jbguillen@ci.santa-fe.nm.us)
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Document emailed to Erin McSherry (ekmcsherry@santafenm.gov) for signature
2020-09-10 - 0:37:04 AM GMT

Document emailed to Mary McCoy (mtmccoy@santafenm.gov) for signature
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2020-09-10 - 2:31:35 PM GMT- IP address: 67.180.3.211

Restricted visibility Document e-signed by Erin McSherry (ekmcsherry@santafenm.gov)
Signature Date: 2020-09-10 - 2:40:13 PM GMT - Time Source: server- IP address: 67.180.3.211

Signed document emailed to Jesse Guillen (jbguillen@ci.santa-fe.nm.us), Mary McCoy (mtmccoy@santafenm.gov), Erin McSherry (ekmcsherry@santafenm.gov), aapadilla@santafenm.gov, and 1 more
2020-09-10 - 2:40:13 PM GMT