



**Agenda      Regular Meeting of the Santa Fe  
River Commission  
December 11, 2025 at 6:00 PM  
City of Santa Fe Transit Center,  
Room #117  
2931 Rufina St., Santa Fe**

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**Procedures for Santa Fe River Commission Meeting**

Join on Zoom: <https://santafenm.gov.zoom.us/j/84309864154>

The agenda and packet for the meeting will be posted at  
<https://santafenm.portal.civicclerk.com/>

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
  - a. Approval of the October 9th 2025 Meeting Minutes
5. Communications from Other Agencies/Committees
  - a. Santa Fe Watershed Association Programs Update (Mori Hensley, Executive Director Santa Fe Watershed Association, [Mori@santafewatershed.org](mailto:Mori@santafewatershed.org))
6. Informational Items
  - a. Santa Fe River Work In-progress (Zoe Isaacson, Staff Liaison, [zisaacson@santafenm.gov](mailto:zisaacson@santafenm.gov))
7. Discussion and Action Items
  - a. Approval of the 2026 Santa Fe River Commission Meeting Calendar (Zoe Isaacson, Staff Liaison, [zisaacson@santafenm.gov](mailto:zisaacson@santafenm.gov))
  - b. Cerro Gordo Culvert Design and Flood Study Scope of Work (Zoe Isaacson, Staff Liaison, [zisaacson@santafenm.gov](mailto:zisaacson@santafenm.gov))
8. Matters from Staff
  - a. River Talks Updates and Future Plans (Claire Jordy, River and Watershed Project Manager [csjordy@santafenm.gov](mailto:csjordy@santafenm.gov))
9. Matters from the Public

10. Matters from the Commission

- a. Subcommittee Breakout Session (Zoe Isaacson, Staff Liaison, [zisaacson@santafenm.gov](mailto:zisaacson@santafenm.gov))

11. Next Meeting:

12. Adjourn

Persons with disabilities in need of additional accommodations, contact the City Clerk's office at 505-955-6521, five (5) working days prior to meeting date.

**Regular Meeting of the Santa Fe River Commission**  
**October 9, 2025 at 6:00 PM**  
**City of Santa Fe Transit Center, Room #117**  
**2931 Rufina St., Santa Fe**  
**MINUTES**

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1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
  - a. Approval of the June 12th, 2025, Meeting Minutes
  - b. Approval of the August 14th 2025, Meeting Minutes
5. Communications from Other Agencies/Committees
  - a. Santa Fe Watershed Association Adopt Programs Update (Mori Hensley, Executive Director Santa Fe Watershed Association, [Mori@santafewatershed.org](mailto:Mori@santafewatershed.org))

Mori Hensley from the Santa Fe Watershed Association reported on a successful fall event series and announced the start of a three-year watershed planning process. The plan will prioritize restoration sites and increase collaboration among partners, including universities and city agencies. Mori also invited Commissioners to engage with the Santa Fe Forward Plan, which is rewriting the City's 1999 Comprehensive Plan, and encouraged them to submit input before the November 2 deadline. SFWA will also host a water-focused discussion on October 27 and plans to improve volunteer engagement in its Adopt-a-Watershed programs.

6. Informational Items
  - a. Discussion Regarding the Removal of Elms, (Ryan Pitcher, City of Santa Fe IPM Manager [rspitcher@santafenm.gov](mailto:rspitcher@santafenm.gov))

Ryan Pitcher, the City's Integrated Pest Management (IPM) Manager, presented on the challenges of managing invasive elm trees. He explained that IPM focuses on prevention, monitoring, and sustainable management, with chemical use as a last resort. Elms pose ecological and infrastructure problems due to their rapid growth and water use. Commissioners discussed possible management strategies, expressing limited support for targeted, limited chemical treatments under strict conditions and emphasizing the importance of native planting, education, and long-term monitoring.

7. Discussion and Action Items

- a. Santa Fe River Commission SubCommittee Updates (Subcommittee Chairs, Santa Fe River Commission)

8. Matters from Staff

Staff announced two upcoming River Talks events, on October 11 and October 18. These sessions aim to foster community engagement and dialogue on watershed topics.

9. Matters from the Public

Alan Hook the Water Resource Coordinator for the City of Santa Fe, shared updates on McClure and Nichols Dam improvements, including a new flume and the upcoming Golden Valve Ceremony. He noted that target flows had paused in August and would resume in February. He also highlighted recent IPM activities by the Forest Stewards Guild and progress on dam restoration and replanting efforts.

10. Matters from the Commission

- a. Subcommittee Breakout Session (Zoe Isaacson, Staff Liaison, [zrisaacson@santafenm.gov](mailto:zrisaacson@santafenm.gov))

11. Next Meeting:

December 11th, 2025, 6:00 PM

12. Adjourn

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Zoe Isaacson, Staff Liason

Attested To By:

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Bill Carey, Santa Fe River Commission Chair

## JANUARY 26

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## OCTOBER 26

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## NOVEMBER 26

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## Meetings

Feb. - 12th    June - 11th    Oct. - 8th  
 Apr. - 9th    Aug. - 13th    Dec. - 10th

## **Scope of Work: Two Mile Pond Return Flow at Cerro Gordo Culvert Design and Flood Study**

This scope of work details the professional services required for a flood study and engineering design for improving the Two Mile Pond return flow culvert under Cerro Gordo Road. The project's primary goal is to ensure adequate flood conveyance capacity, supported by a comprehensive hydrologic and hydraulic (H&H) analysis of the entire river corridor between Nichols Reservoir and the Cerro Gordo Road crossing. The objective of this study is to design a culvert at Cerro Gordo that will handle all of the 100 year event based on the future Santa Fe River realignment through the existing Two Mile Pond footprint.

### **Phase 1: Hydrologic and Hydraulic (H&H) Analysis**

- **Task 1: Data Acquisition and Site Reconnaissance**
  - Conduct a geospatial survey of the project area, including the Cerro Gordo Road crossing and the surrounding floodplains. The survey will capture all relevant topographic features, extending from Nichols Reservoir to the confluence below Cerro Gordo.
  - Perform a detailed architectural, structural, and condition-survey of the existing culvert, bridge, and any other engineered structures within the study area, including the historic irrigation dam. This documentation will inform the design process and identify potential structural or hydraulic constraints.
  - Identify and map remnant structures, such as old check dams or abutments, that may influence water flow and limit the final design.
  - Compile and review all available historical flood data, geotechnical reports, and environmental documentation.
- **Task 2: Hydrologic Modeling**
  - Delineate the watershed boundaries for the study area, including the Two Mile Pond Complex.
  - Calculate peak flood discharges for the 10-, 25-, 50-, and 100-year storms including short duration and typical 24-hr events. The analysis must account for the influence of upstream reservoirs on flow regimes as well as anticipated changes in volume due to the future Santa Fe River realignment through the current Two Mile Pond footprint.
- **Task 3: Hydraulic Analysis and Culvert Sizing**
  - Develop a hydraulic model of the Santa Fe River from Nichols Reservoir to the confluence below Cerro Gordo. The model will incorporate the existing terrain, the Two Mile Pond area, and all identified remnant structures as well as anticipated changes in volume due to the future Santa Fe River realignment through the current Two Mile Pond footprint.
  - Simulate existing conditions to calibrate the model and establish a baseline for flooding potential.
  - Determine the optimal size and number of barrels required to pass the design flood event. The analysis will focus on minimizing head loss and preventing upstream backwater effects.

- Assess the potential for scour and erosion at the culvert's inlet and outlet and recommend mitigation measures.

#### Phase 1B: Public Engagement and Outreach

- Task 1B: Public Engagement and Outreach Plan
  - Stakeholder Identification: Identify, categorize, and initiate direct and early communication with all targeted stakeholders (property owners, neighborhood associations, advocacy groups).
  - Working Group Establishment: Engage a dedicated, smaller Working Group composed of key stakeholder representatives to provide consistent feedback on technical and design matters.
    - Facilitate consultative sessions with the City to define a coordinated access and work allowance strategy for all third-party, private and public, properties affected by construction.
  - Formal Commission Consultation: Schedule meetings and workshops with the Santa Fe River Commission to present project status, seek expert review, and incorporate policy guidance.

#### Phase 2: Engineering Design and Public Engagement

##### Task 4: Culvert Design

- Develop the final engineering design for the new culvert system, ensuring it meets the required hydraulic capacity and all applicable structural standards.
- Submit engineered plans at 30%, 60% and 90% and schedule respective review meetings with relevant parties.
- Incorporate design elements that promote aquatic connectivity and ecological function.
- Task 5: Public Engagement
  - Conduct visioning exercises (workshops, surveys, open houses) to assess community interest, desired site functions, and gather input on aesthetic preferences for the area.
  - Host regular meetings, alternating between targeted (Working Group/Stakeholders) and public formats to ensure continuous, transparent dialogue. Ensure comprehensive meeting minutes and engagement exercises are fully documented for record keeping purposes.
  - In coordination with the City's Communications Office, implement targeted media outreach such as public notices, social media updates, and press release to broaden awareness of the project and increase community participation.
  - Design Integration: Utilize the collected community dialogue, visioning results, and functional feedback to directly inform and refine the final conceptual design

- Task 6: Environmental and Regulatory Compliance
  - Prepare and submit all necessary documentation for environmental impact assessment as required by regulatory agencies.
  - Coordinate with federal, state, and local agencies to secure all permits.
  - Execute a comprehensive, multi-phased public engagement and outreach program. This includes conducting public meetings, soliciting community feedback, and maintaining transparent communication with all stakeholders.
- Task 7: Final Design and Project Documentation
  - Prepare a complete set of construction-ready plans and specifications, including detailed drawings, material schedules, and construction timeline (including a phased approach as required by potential funding limitations).
  - Provide a comprehensive budget estimate for the construction phase(s).

Deliverables:

- Hydrologic and Hydraulic Study Report: A technical report detailing the model methodology, findings, and the recommended culvert design.
- Geotechnical Report: An analysis of subsurface conditions and foundation recommendations.
- Architectural Survey Report: Documentation of existing conditions and structures within the study area.
- Permitting Memo: Provide overview of permit analysis, discussion and resulting permit requirements for future improvements to river channel alignment for future flood mitigation.
- Public Engagement and Outreach Memo: Comprehensive record of engagement methods, findings, and all public-facing materials.
- Final Engineering Designs: Complete plans for the new culvert system.
- Construction-Ready Documents: The final set of plans, specifications, and the project budget estimate.