



Agenda

Regular Meeting of the
Governing Body
January 15, 2026 at 5:00 PM
City Council Chambers, City
Hall
200 Lincoln Avenue

Procedures for Governing Body Meeting

Viewing: *If the relevant technology is available to record the meeting in City Hall,* members of the public may stream the meeting live on the [City of Santa Fe's YouTube channel](#). The YouTube live stream can be accessed from most smartphones, tablets, or computers.

The video recording, *if created,* 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](#). Staff is available to help members of the public access pre-recorded Governing Body meetings online at any time during normal business hours. Please call 955-6521 for assistance.

If relevant technology is available and functioning for City use, the following options may be available:

Virtual Public Comment: To provide public comment during Petitions from the Floor, Public Comment, Final Action on Legislation, or Public Hearings virtually, you must join the Zoom meeting by internet or phone, using the following link:

- Internet: [Join the Zoom](#) meeting on the internet using a computer, laptop, smartphone, or tablet. Attendees should use the "Raise Hand" function to be recognized by the Mayor to speak at the appropriate time.
- Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: US: 1 (346) 248-7799 - Webinar ID: 819 0647 0889. Phone attendees should press *9 to use the "Raise Hand" function to be recognized by the Mayor to speak at the appropriate time.

1. Call to Order
2. Pledge of Allegiance
 - a. Councilor Chavez
3. Salute to the New Mexico Flag
 - a. Councilor Cassutt
4. Invocation and Rememberances
 - a. Councilor Garcia

5. Roll Call
6. Approval of Agenda
7. Approval of Consent Agenda
8. Presentations
9. Action Items: Consent Agenda
 - a. Request for Approval of the December 10, 2025, Regular Governing Body Meeting Minutes. (Geraldyn Cardenas, Interim City Clerk and Director of Community Engagement; gfcardenas@santafenm.gov)

Committee Review:

Governing Body: 01/15/2025

- b. Request for Approval of Liquor Hearing Officer's Recommendation to Approve a Request from Nuckolls Brewing Company, LLC for a Small Brewer Liquor License with On-Premises Consumption and Package Sales with Patio Service to be Located at Nuckolls Brewing Co., 1611 Alcaidesa Street. (Geraldyn Cardenas, Interim City Clerk and Director of Community Engagement; gfcardenas@santafenm.gov)

Committee Review:

Liquor Hearing: 01/05/2026

Governing Body: 01/15/2026

- c. Request for Approval of Liquor Hearing Officer's Recommendation to Approve a Request from Nuckolls Brewing Company, LLC for a Special Independent Theater Liquor License with On-Premises Consumption Only with Patio Services to be Located at Sky Cinemas midtown, 1020 Midtown Call Central. (Geraldyn Cardenas, Interim City Clerk and Director of Community Engagement; gfcardenas@santafenm.gov)

Committee Review:

Liquor Hearing: 01/05/2026

Governing Body: 01/15/2026

- d. Request for Approval of Liquor Hearing Officer's Recommendation to Approve a Request from Tender Fire Kitchen, LLC for a Restaurant B (Beer, Wine and Spirits) Liquor License with On-Premises Consumption Only with Patio Service to be Located at Tender Fire Kitchen, 1025 Midtown Calle Central. (Geraldyn Cardenas, Interim City Clerk and Director of Community Engagement; gfcardenas@santafenm.gov)

Committee Review:

Governing Body
January 15, 2026
Page 2 of 6

Liquor Hearing: 01/05/2026
Governing Body: 01/15/2026

- e. Request for Ratification of Second Amendment to Cooperative Project Agreement – Design Work Item #25-0546 with the New Mexico Department of Transportation to Extend the Term through December 30, 2027, to Complete the Engineering Design of S100650 Acequia Trail Extension Project. (Romella Glorioso-Moss, Capital Projects Manager, rsglorioso-moss@santafenm.gov)

Committee Review:

Governing Body: 01/15/2026

- f. Request for Ratification of Second Amendment to Cooperative Project Agreement – Construction Work Item #24-0535 with the New Mexico Department of Transportation for \$2,000,000 to Extend the Term through December 30, 2026, to Complete the Construction of S100770 Tierra Contenta Trail Extension Project – A Federally Funded Project. (Romella Glorioso-Moss, Capital Projects Manager, rsglorioso-moss@santafenm.gov)

Committee Review:

Governing Body: 01/15/2025

- g. Request for Approval of the Findings of Fact and Conclusions of Law for the Master Plan Amendment, Case #2025-10706, Midtown Redevelopment Agency, Applicant, through its Agent, Emily Reynolds of NV5 Inc, wherein the Governing Body Approved the Request to Adopt a Resolution Amending Standards within the Midtown Master Plan in Section 5.4, “Development Standards Regulating Plan”, Section 5.5, “Sub-Zone Standards”, Section 5.6, “Façade-Zone Standards”, and Section 5.8, “Design Standards General to All”. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov)

Committee Review:

Governing Body: 01/15/2026

10. Action Items: Discussion Agenda

11. Matters from the City Manager

12. Matters from the City Attorney

a. EXECUTIVE SESSION

In Accordance with the Open Meetings Act, NMSA 1978, sec. 10-15-1.H.8, Discussion of the Purchase, Acquisition or Disposal of Real Property or Water Rights by the City of Santa Fe. (Marcos Martinez, Interim City Attorney; mdmartinez@santafenm.gov)

13. Executive Session Action Items

- a. Discussion and Action Directing Staff to Continue Discussions with the State of New Mexico Regarding a Property Exchange. (Carly Venditti, Metropolitan Redevelopment Agency Deputy Director; cavenditti@santafenm.gov)

14. Matters from the City Clerk

15. Communications from the Governing Body

16. Introduction of Legislation

- a. CONSIDERATION OF RESOLUTION NO. 2025-____. (Councilor Amanda Chavez and Councilor Jamie Cassutt)
A Resolution Directing the City Manager to Obtain an Updated Appraisal and Negotiate a Sales Price for Potential Acquisition of 122.634 Acres of Land Adjacent to the Paseo Real Water Reclamation Facility. (Jesse Roach, Interim Public Utilities Director; jdroach@santafenm.gov)

Committee Review:

Governing Body (Introduced): 01/15/2025

Public Works and Utilities Committee: 01/20/2025

Finance Committee: 01/26/2025

Governing Body (Public Hearing): 01/28/2025

17. Petitions from the Floor

18. Public Comment on Bills (First Public Comment, No Action)

- a. CONSIDERATION OF BILL NO. 2025-26. ADOPTION OF ORDINANCE NO. 2025-____. (Mayor Alan Webber, Councilor Carol Romero-Wirth, Councilor Jamie Cassutt) A Bill Approving a Community Energy Efficiency Development (“CEED”) Block Grant From the New Mexico Energy Minerals and Natural Resources Department, Energy Conservation and Management Division, Pursuant to the “CEED Block Grant Act”, to Authorize a CEED Program Project and Approve the Terms and Conditions of the Grant Agreement. (Christine Chavez, Water Conservation Manager; cychavez@santafenm.gov, Erica N. Renaud, Sustainability Supervisor; enrenaud@santafenm.gov)

Committee Review:

Governing Body (Introduced): 12/10/2025

Governing Body: 01/15/2026

Public Works and Utilities Committee: 01/20/2026

Governing Body: 02/11/2026

- b. CONSIDERATION OF BILL NO. 2025-23. ADOPTION OF ORDINANCE NO. 2025-____.(Councilor Jame Cassutt and Councilor Pilar Faulkner)

A Bill Amending SFCC 1987, Section 2-4.2, to Require City Managers to Be International City Manager Association (“ICMA”) – Credentialed or Credential-Eligible Unless an Appointment and Consent of Such a Candidate Is Not Possible After Five Months; Requiring Candidates for Deputy City Manager to Have the Same Qualifications Pursuant to Section 2-4.6(L); Removing Portions of Section 2-4.3 That Conflict With City Charter; and Removing the Prohibition for an Acting City Manager to Employ and Discharge Personnel. (Marci Eannarino, Legislation and Policy Innovation Manager; maeannario@santafenm.gov, Christine Spiers, Legislative Assistant; cmspiers@santafenm.gov, Palmer Anderson, Policy Analyst; pcanderson@santafenm.gov)

Committee Review:

Governing Body (Introduced): 12/10/2025
Governing Body (Public Comment): 01/15/2025
Public Works and Utilities Committee: 01/20/2025
Quality of Life Committee: 01/21/2025
Finance Committee: 01/26/2025
Governing Body: 02/11/2025

19. Final Action on Legislation (Public Hearing)

- a. CONSIDERATION OF BILL NO. 2025-25. ADOPTION OF ORDINANCE NO. 2025-____. (Councilor Amanda Chavez, Councilor Carol Romero-Wirth, Councilor Jamie Cassutt)
A Bill Updating the Rates and Service Charges for Water Utility Services. (Jesse Roach, Interim Public Utilities Director; jdroach@santafenm.gov)

Committee Review:

Governing Body (Introduced): 10/29/2025
Governing Body (Public Comment): 11/12/2025
Public Works and Utilities Committee: 12/01/2025
Finance Committee: 12/08/2025
Governing Body: 01/14/2025 (PENDING APPROVAL OF MEETING DATES)

20. Public Hearings (Land Use Cases, Appeals and Other Items Required to Have a Public Hearing)

21. Appointments

- a. Appointment of Chief Brian Moya to Interim City Manager
- b. Appointment of Marcos Martinez to Interim City Attorney
- c. Appointment of Geralyn Cardenas to Interim City Clerk and Director of Community Engagement

- d. Appointment of Councilor Lee Garcia to Mayor Pro-Tem
- e. Announcement of Appointment of Councilor Alma Castro to Parliamentarian (Not Vote Required)
- f. Appointment of City Council Committees
- g. Sister Cities Committee
 - Mara Christian Harris - Appointment as Alternate - Term Ending 10/2028
 - Barbara Vigil - Appointment as Alternate - Term Ending 10/2027

22. Adjourn

Closed captions are provided for this meeting. 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.

City of Santa Fe, New Mexico

memo

DATE: December 31, 2025

TO: Renee Barela-Gutierrez, Liquor Hearing Officer

FROM: GERALYN F. CARDENAS, Interim City Clerk and Director of Community Engagement 

ITEM & ISSUE:

Request from Nuckolls Brewing Company, LLC for a Small Brewer Liquor License with on-premises consumption only and package sales with patio service to be located at Nuckolls Brewing Co., 1611 Alcaldesa Street, Santa Fe, New Mexico.

BACKGROUND AND SUMMARY:

Request from Nuckolls Brewing Company, LLC for a Small Brewer Liquor License with on-premises consumption only and package sales with patio service to be located at Nuckolls Brewing Co., 1611 Alcaldesa Street, Santa Fe, New Mexico.

Attached are staff reports regarding litter, noise, and traffic. Staff does not anticipate a substantial change in litter and noise, or any unacceptable traffic impacts due to the approval of this request. The proposed location is not within 300 feet of a church, school, or daycare.

The applicant is currently pending a business license with the City of Santa Fe therefore as a condition of approval staff is recommending that it be noted that the applicant will be required to obtain all necessary permits and licenses and comply with all Fire, Building and Land Use Code requirements prior to issuance of the City Liquor License.

Additionally, as a condition of doing business in the city, staff recommend that it be noted that the applicant is required to comply with all city ordinances.

ACTION REQUESTED

Consideration of the above request

Attachments: Alcoholic Beverage Control Application
Notice of Public Hearing and Publications
Staff Reports

October 27, 2025

Certified Mail No.: 7021 2720 0001 2204 5883

City of Santa Fe

Attn: Andrea Salazar
City Clerk and Director of Community
PO Box 909
Santa Fe, NM 87504-0909

RECEIVED - CITY CLERK
'25 NOV 19

Lic. No. /Appl. No.: BLA-13206
Name of Applicant: Nuckolls Brewing Company, LLC
Doing Business As: Nuckolls Brewing Co.
Proposed Location: 1611 Alcaldesa Street, Santa Fe, New Mexico 87501

The Director of the Alcoholic Beverage Control Division (ABC) has reviewed the referenced Application and granted **Preliminary Approval**. It is being forwarded to you for Local Option District approval or disapproval of the Liquor License Application.

Notice of the Public Hearing required by the Liquor Control Act shall be given by the governing body by publishing a notice of the date, time, and place of the hearing twice during the 30 days prior to the hearing in a newspaper of general circulation within the territorial limits of the governing body. **The first notice must be published at least thirty (30) days before the hearing. Both publications must occur before a hearing can be conducted.** The notice shall include:

- (A) Name and address of the Applicant/Licensee;
- (B) The action proposed to be taken;
- (C) The location of the licensed premises.

In addition, if the Local Option District has a website, **the Notice shall also be published on the website.**

While the law states that “within forty-five (45) days after receipt of a Notice from the Alcoholic Beverage Control, the governing body shall hold a Public Hearing in the question of whether the department should approve the proposed issuance or transfer”, we recognize the potential for conflict between the requirement for publication of 30 day notice and the 45 day hearing requirement.

With that in mind, when a local governing body receives a liquor license application from ABC, that governing body has a couple of options:

- 1) Hold a hearing on the license application within the statutory time frame of forty-five (45) days, as required by the Liquor Control Act, and comply with all other statutory and regulatory procedures and notify ABC of your decision within thirty (30) days of the hearing;
- 2) Request from ABC an extension of time, past the forty-five (45) days, designating how much additional time will be needed to conduct the hearing in compliance with all statutory and regulatory procedures. After the extension is granted and the hearing is held, notify ABC of your decision within thirty (30) days of the hearing;

ABC has no preference in the option you choose.

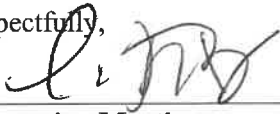
The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. **A record shall be made** of the hearing.

THE APPLICANT IS SEEKING A SMALL BREWER LIQUOR LICENSE WITH ON PREMISES CONSUMPTION AND PACKAGE SALES WITH PATIO SERVICE.

Within thirty (30) days after the Public Hearing, the governing body shall notify ABC of their decision to approve or disapprove the issuance or transfer of the license by signing the enclosed original Page 1 of the Application. The original Page 1 of the Application must be returned together with the notices of publication. **If the Governing Body fails to either approve or disapprove the issuance or transfer of the license within thirty days after the Public Hearing, the Director may issue the license.**

If the Governing Body disapproves the issuance or transfer of the license, it shall notify ABC within thirty (30) days setting forth the reasons for the disapproval. A copy of the Minutes of the Public Hearing shall be submitted to ABC with the Notice of Disapproval (*Page 1 of the Application, noting disapproval*).

Respectfully,



Charmaine Martinez
Hearing Officer
Alcoholic Beverage Control Division
Phone: (505) 795-4942 Fax: (505) 476-4595
Email: Charmaine.Martinez2@rld.nm.gov

Enclosures:

1. Page 1 (Business Information page) *(must be signed and returned w/notices of publication)*
2. Page 2 (Premises Information Page)
3. Copy of the Zoning Statement
4. Copy of the Floor Plan



**Alcoholic Beverage Control Division
Small Brewer Intake Application
Application Number: BLA-0000013206**



Business Information

Business Information

Business Name: NUCKOLLS BREWING COMPANY, LLC Type of Business: Alcohol
Business Structure: Limited Liability Company FEIN: XX-XXX1619
State Tax ID Number: XX-XXXXX9-00-4
Business Email: heidi.jones@nuckollsbrewing.com Business Phone: 3103306500

Contact Person Information

Contact Person Name: Heidi Jones Contact Person Phone: 3103306500
Contact Person Email: heidi.jones@nuckollsbrewing.com

Business Mailing Address

Mailing Street: 1611 Alcalaesa Street Mailing City: Santa Fe
Mailing State: NM Mailing Zip Code: 87501
Mailing Country: US

Local Option District Use Only: Local Governing Body of _____ City, County, Village

Public Hearing held on _____ 20____ Please check one: Approved Disapproved

Signature of City/County Official: _____ Title: _____

Alcoholic Beverage Control Division Use Only: Approved Disapproved _____

Signed by Director: _____ Date: _____



Alcoholic Beverage Control Division
Small Brewer Intake Application
Application Number: BLA-0000013206



Premises Information

Premises DBA

Premises Doing Business As (DBA): Nuckolls Brewing Co.

Proposed Premises Physical Address

Physical Street: 1611 Alcaldesa Street

Physical City: Santa Fe

Physical Zip Code: 87501

Physical State: New Mexico

Physical County: Santa Fe

Local Option District: Santa Fe County

"Local Option District" means a county that has voted to approve the sale, serving or public consumption of alcoholic beverages, OR an incorporated municipality that falls within a county that has voted to approve the sale, serving or public consumption of alcoholic beverages, OR an incorporated municipality of over five thousand population that has independently voted to approve the sale, serving or public consumption of alcoholic beverages under the terms of the Liquor Control Act or any former act.

Ownership

The land and building which is proposed to be the licensed premises is: Leased by Applicant

The following information is required to ensure the issuance of a license to this location will not result in the violation of a county or municipal ordinance.

Specify Owner(s) of the land and building: The land is owned by the City of Santa Fe, and is leased to The Santa Fe Railyard Community Corp., who in turn has leased the land to Sky Station LLC. The building is owned by Sky Station LLC.

Specify Date and Terms of Lease/Operating Agreement: Lease terms/ length is 90 years. The lease agreement was signed in 2022.

Zoning

Is the proposed premises location zoned? Yes

You will be required to upload "Copy of Zoning Statement" issued by the local municipality or county. If not applicable, you will be required to upload "Copy of Zoning Statement" or Letter from local government to indicate that there is no zoning for the proposed location.

Specify the zone for proposed premises location (example C-1): C-1

Distance from nearest School

Name of School: New Mexico School for the Arts

School Street: 500 Montezuma Ave

School City: Santa Fe

School State: New Mexico

School Zip Code: 87501

School Country: United States

School Distance (in feet): More than 1000

Specify the shortest direct line distance from the nearest point of the proposed premises to the nearest point of the property line of the school.

Distance from nearest Church

Name of Church: Our Lady of Guadalupe Church

Church Street: 417 Agua Fria Street

Church City: Santa Fe

Church State: New Mexico

Church Zip Code: 87501

Church Country: United States

Church Distance (in feet): More than 1000

Specify the shortest direct line distance from the nearest point of the proposed premises to the nearest point of the property line of the church.



Alcoholic Beverage Control Division
Small Brewer Intake Application
Application Number: BLA-0000013206



Premises Information 2

Please specify the appropriate option for the premises that you have specified in the application?

- A license has never been issued to the location of the proposed premises.
- A license was once issued to the location of the proposed premises but is no longer being operated at the location.
- Alcohol operations are currently being performed at the proposed premises by the applicant business.
- Alcohol operations are currently being performed at the proposed premises by a business other than the applicant business.

Please provide more details for the option selected in above question?

You can specify more details such as license has become expired non-renewable, business ownership has changed, planning to extend operations of existing premises or planning to buy premises etc.

We are reapplying for our Small Brewers license due to an ownership change. We have two new owners. Our current Small Brewers license expires on February 28, 2026.

Licenses at Proposed Premises

Please specify the active New Mexico licenses currently held by the proposed premises.

If you need to view, edit, or delete any records, click the down arrow under action for that specific record.

License Number: SBL-000090

License Type: Small Brewer

License Number: RES-000858

License Type: Restaurant

Questions

Has the applicant business ever had a liquor license denied, suspended, revoked, surrendered, or had any other form of discipline or disciplinary action by a licensing agency in another state or jurisdiction?	No
Has the structure and/or ownership disclosure for the applicant business changed since last reported to the department?	Yes
Explain:	Two new investors joined the company ownership in 2025. Elizabeth Bowes joined in March 2025, with a capital investment of \$300,000. Her ownership percent is at 9% Steve Larson joined in May 2025, with a capital investment of \$200,000. His ownership percent is at 6%. Updated Current Members: William Banowsky \$1,600,000.00 investment; 1,600,000 units; 47% ownership Jason Denmon \$800,000.00 investment; 800,000 units; 23% ownership Alfonz Vizolay \$300,000.00 investment; 300,000 units; 9% ownership Elizabeth Bowes \$300,000.00 investment; 300,000 units; 9% ownership Steve Larson \$200,000.00 investment; 200,000 units; 6% ownership Jennifer Treu 240,000 units; 7% ownership
Does the applicant business own any (direct/indirect) interest in a liquor license?	Yes

List of Active Business Licenses in Other States

No records to display.

List of Active Business Licenses in New Mexico

License Number: LBW-000007

License Type: Limited Beer Wholesaler

Issuing State:New Mexico

License Number: SBL-000134

License Type: Small Brewer

Issuing State:New Mexico

License Number: SBO-000054

License Type: Small Brewer Off-Site

Issuing State:New Mexico

License Number: SBL-000090

License Type: Small Brewer

Issuing State:New Mexico

License Number: RES-000858

License Type: Restaurant B

Issuing State:New Mexico



Alcoholic Beverage Control Division
Small Brewer Intake Application
Application Number: BLA-0000013206



Payment

Fee Name	Fee Amount
Application Fee	200.00
Resident Agent Fee	50.00
Total Fee Amount:	250.00

Attestation/Oath

Under penalty of perjury, I hereby depose and state that I am the person identified in this application and the information given by me is true and complete to the best of my knowledge and belief. I understand that any information contained in this application may be investigated and any false or dishonest answer to any question in this application may be grounds for denial or revocation of my license.

Attestation Signature: Heidi Jones

Date: 08/11/2025



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

Alma G. Castro, District 1

Michael J. Garcia, District 2

Carol Romero-Wirth, District 2

Lee Garcia, District 3

Pilar F.H. Faulkner, District 3

Jamie Cassutt, District 4

Amanda Chavez, District 4

August 27, 2025

William Banowsky
Sky Cinemas Midtown LLC
1600 Saint Michael's Drive
Santa Fe, NM 87505

RE: Zoning Verification for 1611 Alcaldesa Street, Santa Fe, NM

Dear Mr. Banowsky,

This letter provides zoning verification on the above referenced property. According to the Official Zoning Map, this property is zoned BCD Business-Capitol District and is within the Redevelopment Sub-district and is part of the Santa Fe Railyard Master Plan. This property does not lie in any Overlay District.

14-4.3 (E) BCD Business-Capitol District

(1) Purpose

In recognition of the fact that the economic health of the city depends on the economic viability of the BCD, the purpose of the BCD is to provide for a mixture of land uses, including residential uses, designed to promote the district's economic wellbeing while preserving the unique architecture, townscape and aesthetics that foster a strong tourist industry and sustain the quality of life, sense of community and historical identity in the district and the city.

(3) Townscape Subdistricts

(a) The existing townscape subdistricts include: Alameda Street, Barrio de Analco, Cerrillos Road, Don Gaspar, East Marcy/East Palace, Loretto, Marcy, McKenzie Street, Old Santa Fe Trail, Plaza/San Francisco, Rosario Boulevard/NW Paseo de Peralta, Sandoval/Montezuma, State Capitol and Westside.

(b) The townscape subdistricts are intended to:

(i) preserve the overall aesthetic quality of the BCD;

(ii) maintain diversity among the various subdistricts; and

(iii) protect the unique features, recognizable historic character and other common identifying characteristics of each subdistrict.

(c) Property is eligible for rezoning to a townscape subdistrict if the land is located within or adjacent to the BCD and meets all other requirements of Chapter 14.

14-7.4 - BUSINESS-CAPITOL DISTRICT

(B)Additional Regulations

(1)Standards for Entire District

(a)Baseline Land-Use Intensity

For the BCD in general, the baseline floor area ratio shall be 2.0:1, except for the Plaza/San Francisco, Alameda, redevelopment and Loretto subdistricts, where the baseline floor area ratio shall be 2.5:1; provided, however, that a baseline floor area ratio of 2.5:1 shall not be allowed if it is judged to be incompatible with an adjacent neighborhood or townscape subdistrict. Areas within a structure, the ceiling of which are below average finished grade, and at-grade parking areas, do not count toward the allowable floor area.

(c) Drive-in or Drive-through Facilities

Drive-in or drive-through facilities are permitted as principal or accessory uses and structures in the Rosario Boulevard/Northwest Paseo de Peralta, Sandoval/Montezuma and Cerrillos Road Subdistricts, where traffic generated by the use will not substantially interfere with existing vehicular and pedestrian traffic. Drive-in or drive-through facilities are prohibited in the other subdistricts of the BCD.

(2) Standards for Redevelopment Subdistricts

(a) Land-use Intensity:

(i) transfer of allowed floor area, including land use intensity credits , within a property or between contiguous properties with a single ownership and within a project is allowed; and

(ii) public benefit uses shall not count against the allowable floor area for a parcel .

(iii) The maximum baseline floor area ratio permitted is 2.5:1 unless provided otherwise in the master plan or at the time of rezoning pursuant to Section 14-4.3(E)(4)(b)(ii).

(b) Maximum Height of Buildings

The maximum building height permitted in a redevelopment subdistrict shall not exceed sixty-five (65) feet; provided, however, that the maximum height shall be compatible with the character of adjacent subdistricts and the surrounding neighborhood.

(c) Additional Standards

Additional standards for redevelopment subdistricts are located in the subdistrict master plan.

Development in a redevelopment subdistrict shall comply with the master plan. If no master plan has been approved for a portion of a redevelopment subdistrict, development must conform to the standards of the adjacent or nearest BCD subdistrict.

Development standards for the Townscape Subdistricts may be found within Santa Fe City Code, Chapter 14-7.4.

23-6.2 - Permitted locations for the sale and consumption of alcohol on city property.

A. The sale or consumption of alcoholic beverages is permitted at the following locations on city property:

(5) On land or buildings owned by the city, located within the Santa Fe Railyard, as described in the Railyard Master Plan, for which the city has entered into a lease with another party for six (6) months or more except for the Railyard park, Plaza and Alameda (as defined in the Deed of Conservation Easement dated October 1, 2004) where alcohol is prohibited, unless specifically permitted under subsection 23-6.2 SFCC 1987;

Coffee shops, bars, movie theaters, small brewer, packaged liquor sales for off-site consumption and full-service restaurants which may or may not have patio services, with incidental alcohol service for on-site consumption are permitted uses in the BCD district.

For additional information, please reference City of Santa Fe Chapter 14 SFCC regarding these districts (Chapter 14-4 – Zoning Districts/14-6 Permitted Uses) https://library.municode.com/nm/santa_fe/codes/code_of_ordinances?nodeId=CH14LADE. All uses are subject to compliance with applicable development standards such as parking, lot coverage, etc.

Note: The information provided in this letter is solely derived from the Official Zoning Map and the minimum requirements set forth in Chapter 14, SFCC 1987. This letter intends to provide advice regarding zoning regulations. It is not the intent to state that the subject property complies with zoning requirements. Occupancy is determined based on zoning compliance at the time of building permit or certificate of occupancy, whichever applies. Additionally, it is not the intent to interfere with or to abrogate or annul any official document including conditions or safeguards made a part of the subject property at the time of any public hearings. Applicants are advised to pursue an independent search of official documents.

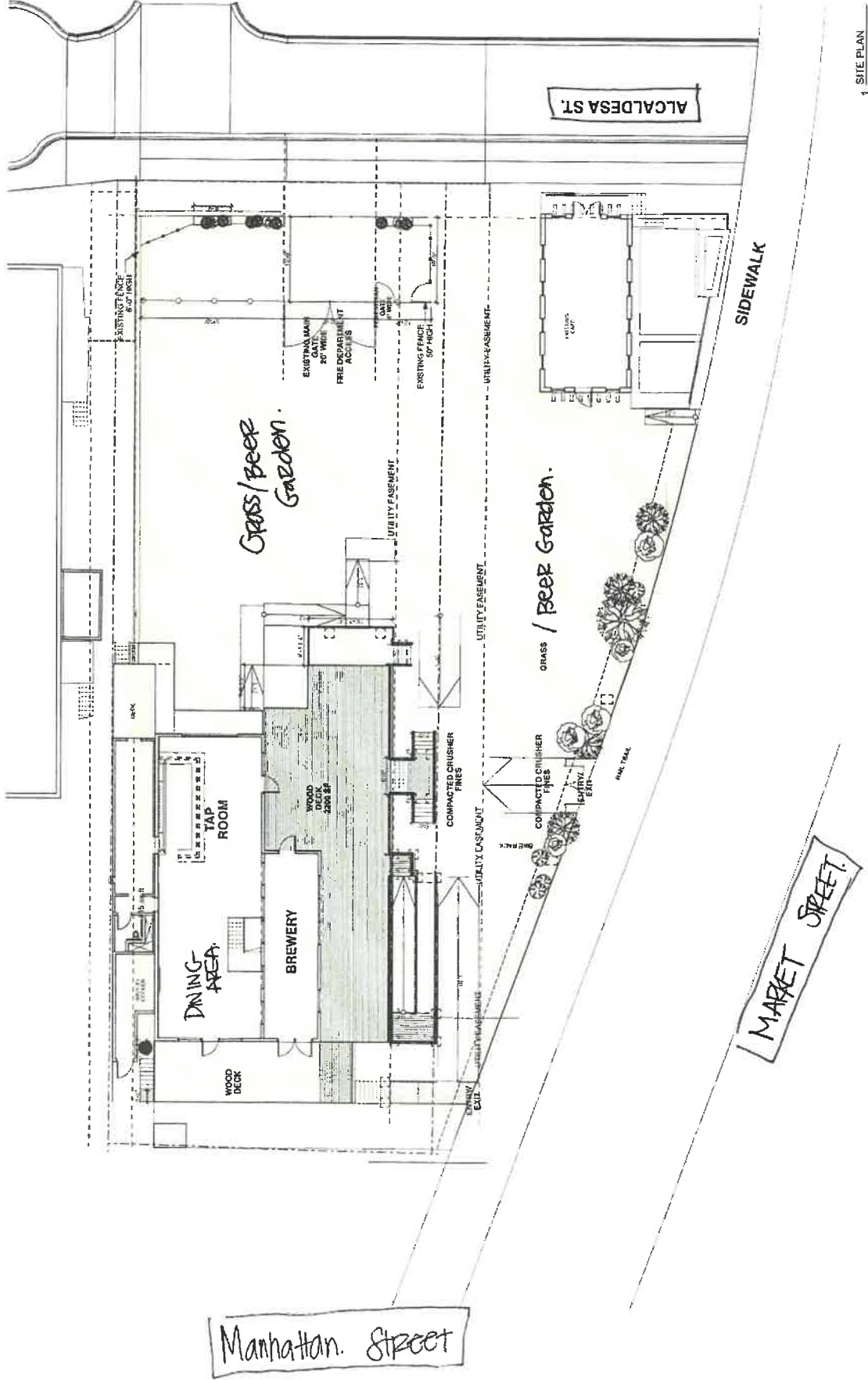
If you have any further questions, please contact me at sjperea@santafenm.gov.

Stephanie Perea

Stephanie Perea
Land Use Planner
City of Santa Fe, New Mexico

BIRDS EYE VIEW
 Total Interior sq. footage, upper level & lower level, and grass exterior equals 32,258.
 exterior sq. footage of wood deck beer garden

MAKER ARCHITECTS



1 SITE PLAN
 SCALE: 1" = 10'

Nuckolls Brewery
 430 Manhattan Ave. Suite B
 Santa Fe, NM 87501



DESIGNER: JK
 DATE: 08.20.2023
 SHEET NO.: A0.5

A0.5

Grass / Beer Garden includes Dining, Picnic Tables, Birds Eye view of top level & Beer Garden.

TOP LEVEL

NORTH

100 SOUTH STREET, SUITE 200
SANTA FE, NM 87501
TEL: 505.833.1111
WWW.MAKERARCHITECTS.COM



PROJECT: NUCKOLLS BREWERY
DATE: 08/27/2005

Nuckolls Brewery
430 Marhatten Ave. Suite B
Santa Fe, NM 87501

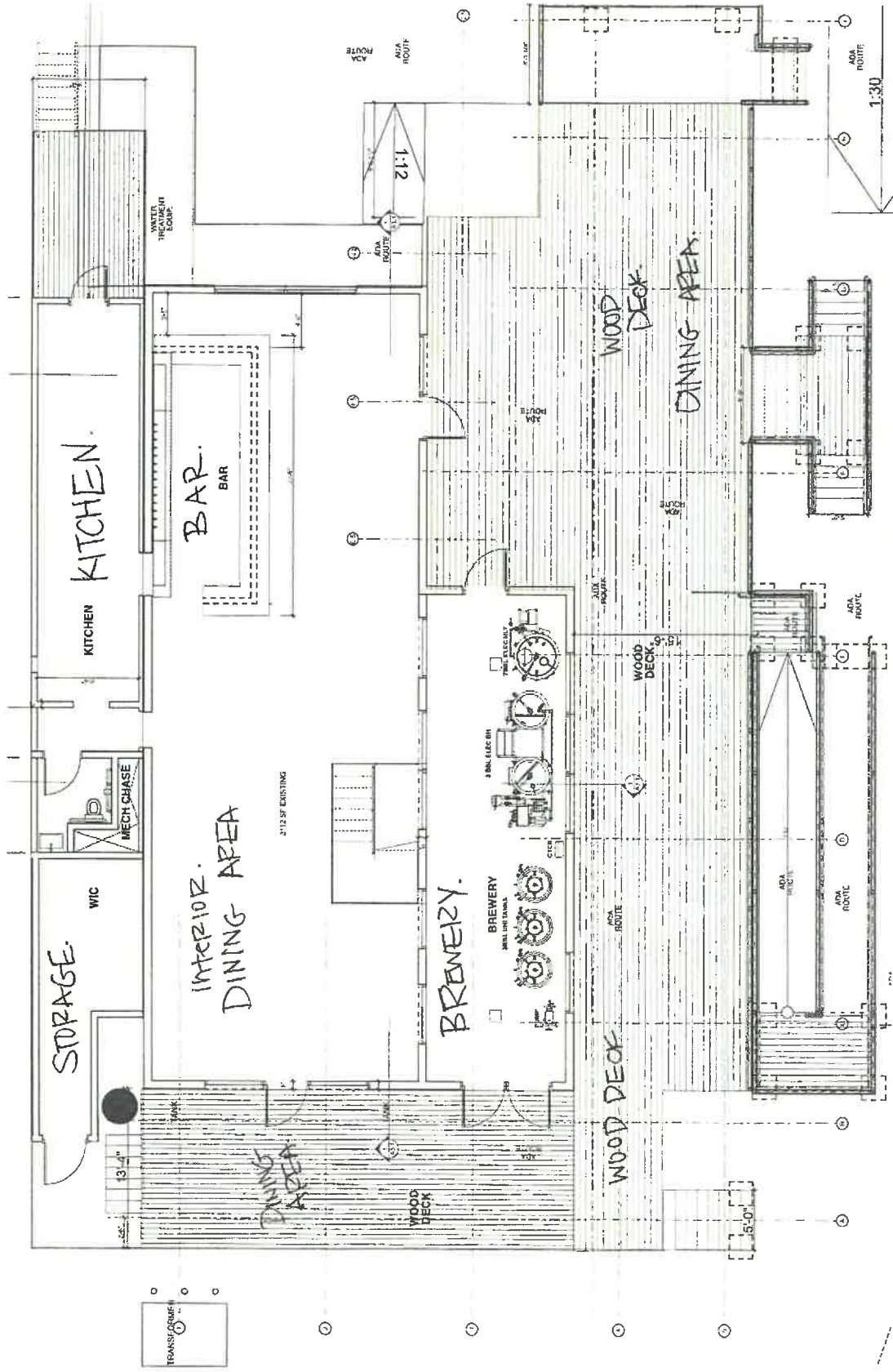
PREPARED BY: JK
CHECKED BY: SET/JP
DATE: 08/27/2005

SHEET TITLE: FIRST FLOOR PLAN

PROJECT: NUCKOLLS BREWERY

A1.1

PROJECT NUMBER: NUCKOLLS BREWERY



3 AERIAL PERSPECTIVE OF REVISED STAIR AND RAMP
3/20/11 1/4" = 1'-0"

WOOD DECK includes exterior dining area.

WOOD DECK : 3,000 sq. ft. (exterior)

TOP LEVEL : 2,400 sq. ft. (interior)

Total Interior & Wood Deck : 5,400 sq. ft.

CITY OF SANTA FE
NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Santa Fe Liquor Hearing Officer will hold a public hearing at 4:00 p.m. on Monday, January 5, 2026.

The purpose of this hearing is to discuss a request from Nuckolls Brewing Company, LLC for A Small Brewer Liquor License with on premises consumption and package sales with patio service. This license will be located at Nuckolls Brewing Co., 1611 Alcaldesa Street.

Virtual meeting information will be posted on the City of Santa Fe's Weekly Meeting List at least seventy-two (72) hours before the meeting at <https://santafenm.portal.civicclerk.com/>.



Geraldyn F. Cardenas
Deputy City Clerk

Received by The Santa Fe New Mexican
Date: _____

To Be Published: 12/5/2025
AND
12/12/2025

By 

The Santa Fe New Mexican (Signature)

SANTA FE NEW MEXICAN

150 Washington Ave., Ste 105
Mail Payments To:
PO Box 2048
Santa Fe, NM 87504
Phone: 505-983-3303
FAX: 505-984-1785

LEGAL #94630

CITY OF SANTA FE

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Santa Fe Liquor Hearing Officer will hold a public hearing at 4:00 p.m. on Monday, January 5, 2026.

The purpose of this hearing is to discuss a request from Nuckolls Brewing Company, LLC for A Small Brewer Liquor License with on premises consumption and package sales with patio service. This license will be located at Nuckolls Brewing Co., 1611 Alcaldesa Street.

Virtual meeting information will be posted on the City of Santa Fe's Weekly Meeting List at least seventy-two (72) hours before the meeting at <https://santafenm.portal.civicclerk.com/>.

/s/ GERALYN F. CARDENAS
Deputy City Clerk

PUB; Dec. 5, 12, 2025

Ad Proof/ Order Confirmation/ Receipt Invoice

NUCKOLLS BREWING CO.
1611 Alcaldesa St
Santa Fe NM, 87501

512-657-9948

Tagline: LEGAL #94630

Account Number: STNBC

Ad ID: 108459

Sales Rep: Alejandra Molina

Ordered By: Heidi Jones

Order Taken By: Alejandra Molina

Ad Cost: \$93.20

Tax Amount: \$7.63

Payment: \$0.00

Total Amount: \$100.83

Tagline: LEGAL #94630

Amount Due: \$100.83

PO Number:

Payment: \$0.00

Major Class: LEGALS

Product:

Classification: Legals

Placement:

Ad Size: 1.22" x 4.580"

Ad Type: Legal (wrapper)

Modular Size:

of Words: 115

Color:

Run Dates:

12/05/25, 12/12/25

(FOR CITY USE ONLY)

Based on the information provided and review of City Reports, staff has found the following in accordance with Ordinance (4-4.3):

Geographic Information System Mapping (GIS) Department

Yes, this business is located within three hundred (300) feet of a church and/or school. A waiver of the 300 foot location restriction will be requested.

No, this business is not located within three hundred (300) feet of a church and/or school.

(Please see attached map indicating whether the proposed licensed premise is within three hundred (300) feet of a church and/or school.)

Business Licensing Department

Yes, the requesting business has a business license issued by the City of Santa Fe. License # _____.

No, the requesting business does not have a business license issued by the City of Santa Fe.

Code Enforcement Department

Yes, the applicant is in compliance with all Land Use Codes.

No, the applicant is not in compliance with Land Use Code(s).

*Note: N/A

(Please also provide a Code Enforcement Report related to Litter and Noise of the requesting business location.)

Verification Completed By: Jason D. Sena

Title: Enforcement Manager

Date: Dec 10, 2025

Traffic Engineering Department

Yes, it appears that the approval of this request will create unacceptable traffic impacts.

*Note: N/A

No, it does not appear that this request will create any unacceptable traffic impacts.

Verification Completed By: Marcos Egubel

Title: Interim Complete Streets Division Director

Date: Dec 12, 2025

City of Santa Fe Fire Department

Yes, the applicant is in compliance with all Fire Codes.

No, the applicant is not in compliance with Fire Code(s).

*Note: Shall correct all fire code violations from inspection performed on 12-09-2025

Shall correct all fire code violations from inspection performed on 12-09-2025

Verification Completed By: GERONIMO GRIEGO (Dec 9, 2025 16:54:56 MST)

Title: Fire Marshal

Date: Dec 9, 2025












3.2 Staff Verification Form- Blank 2025

Final Audit Report

2025-12-12

Created:	2025-12-08
By:	EMILY ARAGON (emaragon@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsS0TFcn4jM8ds_e7P-6-fuEmKFCNQWI

"3.2 Staff Verification Form- Blank 2025" History

-  Document created by EMILY ARAGON (emaragon@santafenm.gov)
2025-12-08 - 4:30:40 PM GMT- IP address: 63.232.20.2
-  Document emailed to GERONIMO GRIEGO (gggriego@santafenm.gov) for signature
2025-12-08 - 4:31:55 PM GMT
-  Email viewed by GERONIMO GRIEGO (gggriego@santafenm.gov)
2025-12-08 - 4:32:14 PM GMT- IP address: 104.47.64.254
-  Document e-signed by GERONIMO GRIEGO (gggriego@santafenm.gov)
Signature Date: 2025-12-09 - 11:54:56 PM GMT - Time Source: server- IP address: 108.145.130.56
-  Document emailed to Jason Sena (jdsena@santafenm.gov) for signature
2025-12-09 - 11:54:58 PM GMT
-  Email viewed by Jason Sena (jdsena@santafenm.gov)
2025-12-10 - 3:16:31 PM GMT- IP address: 104.47.65.254
-  Document e-signed by Jason Sena (jdsena@santafenm.gov)
Signature Date: 2025-12-10 - 3:17:39 PM GMT - Time Source: server- IP address: 63.232.20.2
-  Document emailed to MARCOS ESQUIBEL (mpesquibel@santafenm.gov) for signature
2025-12-10 - 3:17:40 PM GMT
-  Email viewed by MARCOS ESQUIBEL (mpesquibel@santafenm.gov)
2025-12-12 - 3:22:33 PM GMT- IP address: 63.232.20.2
-  Document e-signed by MARCOS ESQUIBEL (mpesquibel@santafenm.gov)
Signature Date: 2025-12-12 - 3:25:08 PM GMT - Time Source: server- IP address: 63.232.20.2
-  Agreement completed.
2025-12-12 - 3:25:08 PM GMT



Applicant Supplemental Information Form

1. Name of Applicant: Nuckolls Brewing Company LLC.
D/B/A Name to be used: Nuckolls Brewing Co.
Proposed License Location: 1611 Alcaldesa St. Santa Fe NM 87501.
Telephone number: 310-330-6500 OR 562-881-4499.
Email: heidi.jones@nuckollsbrewing.com / jen.trev@nuckollsbrewing.com

2. Type of liquor license request:

- New License (indicate type: Small Brewers LIQUOR License)
- Transfer of location (indicate type: _____)
- Transfer of ownership (indicate type: _____)
- Transfer of ownership and location (indicate type: _____)

3. Are alcoholic beverages currently being dispensed at the proposed location?

- Yes (If yes, License # and Type: PAR-0000338929)
- No

4. Were alcoholic beverages previously dispensed by the requesting business?

- Yes (If yes, License # and address where alcohol was being dispensed: SBL-000090.
1611 Alcaldesa St. Santa Fe, NM 87501.)
- No

5. Does this business have any record of violation?

- Yes (If yes, please explain: _____)
- No

6. What are the current/previous and proposed hours of operation of this business? Sun. 10:30am - 9pm.
Current/Previous Hours of Operation: ~~WEDNESDAY~~ TUES. - THURS. 11:30am - 9pm. Fri & Sat. 11:30am - 11pm.
Proposed Hours of Operation: " "

7. Is an outdoor seating/patio area included in the licenses premise?

- Yes (If yes, is the area fully enclosed? Yes No)
- No

8. What, if any, are the anticipated peak days and times at the proposed business location?

What days? Fridays & Saturdays.

What times? 3pm - 9pm.

9. Do you have a business license with the City of Santa Fe?

Yes (If yes, what is your License #? _____)

No (Please contact the Business Licensing Department at 505-955-6551 to obtain a business license.)

10. Do you have a posted occupant load issued by the City of Santa Fe Fire Department?

Yes (If yes, what is your occupant load issued for your business? Upstairs: 75. downstairs: 45)

No (Please contact the City of Santa Fe Fire Department - 505-955-3310 to schedule your inspection)

11. Have you been issued a Certificate of Compliance from the City of Santa Fe Fire Department?

Yes (If yes, what is the date the Certificate was issued? _____)

No (Please contact the City of Santa Fe Fire Department - 505-955-3310 to schedule your inspection)

12. Please indicate the anticipated daily occupant load due to the sale of alcohol at this location:

Remain the same.

13. Please indicate the anticipated change in business volume due to the sale of alcohol and explain:

Business is expected to increase (additional number of customers per day: _____).

Business is expected to decrease (loss of customers per day: _____).

Business is expected to remain the same.

* Please explain your answer: We have and are operating with a Small Brewery license. We are applying for a new one due to an ownership change with an increase in 3 new investors.

14. Indicate which of the following statements best reflects your opinion regarding traffic impacts if this request is approved and explain:

Traffic can be expected to increase on adjacent streets.

Traffic will not increase on adjacent streets.

* Please explain your answer: We do not expect our customers to increase.

Name of person completing this form: Heidi Jones.

Telephone number: 310-330-6500.

Date: 11/25/2025.



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
Alma G. Castro, District 1
Michael J. Garcia, District 2
Carol Romero-Wirth, District 2
Lee Garcia, District 3
Pilar F.H. Faulkner, District 3
Jamie Cassutt, District 4
Amanda Chavez, District 4

DATE: December 9, 2025

TO: Maggie Moore

Maggie R. Moore, Assistant Planning & Land
Use Department Director

VIA: *Jason D. Sena*

FROM: Jason D. Sena, Enforcement Manager

ITEM & ISSUE : Litter and noise impact assessment, due to a request from Nuckolls Brewing Company, LLC, for the following:

- a) The purpose of this hearing is to discuss a request from Nuckolls Brewing Company, LLC for A Small Brewer Liquor License with on premises consumption and package sales with patio service. This license will be located at Nuckolls Brewing Co., 1611 Alcala Street.

BACKGROUND AND SUMMARY

It is not anticipated that there will be a substantial change in litter and noise because of this request.

Signature: Maggie Moore

Maggie Moore (Dec 9, 2025 10:01:39 MST)

Email: mrmoore@santafenm.gov

	RR	R-1 -	R-7 -	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
...e, nightclub, no ...ent									S ^{3,10}	S ³		p+			p	p	p		p+	p+	p+	p
...e, nightclub, ...tainment									S ^{3,10}	S ³		p+			p+	p+	p+		p+	p+	p+	p+
...ervice, with or ...alcohol service									S ^{3,10}	S ³		p			p	p	p	S	p	p	p	p
...r, cocktail ...o comprising ...total serving									S ^{3,10}	S ⁺³		p+			p+	p	p		p+	p+	p+	p+
...ervice/take-out, ...rive-up									S ^{3,10}		p ⁴	p	p ⁴		p	p	p	S	p	p	p	p
...rive-												p+			p+	p+	p+	S	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
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	

**CITY OF SANTA FE
LIQUOR LICENSE HEARING OFFICER**

**Recommended
Findings of Fact and Conclusions of Law**

Lic. No./Appl. No.: #BLA-13206
Name of Applicant: Nuckolls Brewing Company, LLC
Doing Business As: Nuckolls Brewing Co.
Proposed Location: 1611 Alcaldesa Street, Santa Fe, NM 87501

THIS MATTER came before the Liquor License Hearing Officer for public hearing on **January 5, 2026** at 4:00 PM by video hearing, on the application of **Nuckolls Brewing Company, LLC** (Applicant) for:

1. A Small Brewer Liquor License with on-premises consumption only and package sales with patio service to be located at Nuckolls Brewing Co., 1611 Alcaldesa Street, Santa Fe, New Mexico.

The Hearing Officer recommends that the Governing Body adopt the following findings of fact and conclusions of law.

After reviewing the record, conducting a public hearing and having provided an opportunity to be heard from city staff, the Applicant and any interested persons, the Hearing Officer hereby proposes that the Governing Body find as follows:

FINDINGS OF FACT

1. Staff submitted a packet containing the following, which was reviewed by the Hearing Officer and relied on in making these findings:
 - a. December 31, 2025 letter from GERALYN F. CARDENAS, Deputy City Clerk
 - b. October 27, 2025 letter from New Mexico Regulation and Licensing Department, Alcohol and Gaming Division (NMRLD/AGD) Hearing Officer Charmaine Martinez to the City of Santa Fe granting preliminary approval and forwarding the application to the City for local option district approval or disapproval.
 - c. Small Brewer Intake application #BLA-13206 with Business, Premises, and Payment information
 - d. August 27, 2025 zoning verification from Land Use Planner Stephanie Perea, confirming that the property is BCD Business-Capitol District and is within the Redevelopment Subdistrict and is part of the Santa Fe Railyard Master Plan.

- e. Site plan
 - f. Notices of Public Hearing (*Santa Fe New Mexican*, City of Santa Fe website, letter to Applicant from City Clerk)
 - g. Staff Verification Plan
 - h. Applicant supplemental information
 - i. Santa Fe Land Development Code Table of Permitted Uses and zoning district map
 - j. December 9, 2025 letter from Jason Sena, Enforcement Manager, stating that it is not anticipated that there will be a substantial change in litter and noise due to this application.
2. City Clerk staff member Xavier Vigil presented the application.
 3. Applicant was represented by Jennifer True.
 4. Applicant was offered the opportunity to present testimony or evidence.
 5. No members of the public appeared to testify.
 6. Notice of the Application, including the date, time and place of the hearing, the name and address of the licensee, the action proposed to be taken by the department, the location of the licensee's premises and such other information as may be required by the department was published in the *Santa Fe New Mexican*, which is a newspaper of general circulation within the territorial limits of the governing body, on December 5, 2025 and December 12, 2025. and on the City's website.
 7. The Application is for a Small Brewer Liquor License with on-premises consumption only and package sales with patio service to be located at Nuckolls Brewing Co., 1611 Alcaldesa Street, Santa Fe, New Mexico.
 8. There is no record of violations.
 9. The business is expected to be open Tuesday – Thursday 11:30am to 9:00pm; Friday – Saturday 11:30am to 11:00pm; Sunday 10:30am to 9:00pm.
 10. The business is expected to serve 45-75 customers per day.
 11. Traffic is not expected to significantly increase, and the Public Works Director has found that it does not appear that approval will create unacceptable traffic impacts.
 12. The proposed location is not expected to cause a substantial change in litter or noise.
 13. The proposed location is not within an area where sale of alcoholic beverages is prohibited by the laws of New Mexico.
 14. The applicant is in compliance with all Land Use Codes, and issuance or transfer will not be in violation of a zoning or other ordinance of the governing body, once applicant complies with conditions of approval.
 15. Issuance or transfer will not be detrimental to the public health, safety or morals of the residents of the local option district.
 16. The hearing was recorded and a copy of the recording is made a part of the record.

CONCLUSIONS OF LAW

Under the circumstances and given the evidence and testimony submitted during the hearing, the Hearing Officer CONCLUDES:

1. Notice of the Application was properly given by publication, mail and posting on the website pursuant to Section 60-6B-4(D).

2. The governing body may disapprove a transfer or issuance only if individuals opposing the transfer or issuance provide positive evidence showing that the transfer or issuance would be detrimental to the health, safety or morals of the community. This evidence must be based on authentic, relevant facts related to a specific prospective licensee and specific location. *The Southland Corporation v. Manzagol*, 1994-NMSC-099, 118 N.M. 423
3. The Applicant does not have the burden to prove that the transfer would not be detrimental to the health, safety or morals of the residents of the local option district. *Dick v. City of Portales*, 1994-NMSC-092, 118 N.M. 541.
4. The Application meets the requirements of §60-6B-4(F)(2).

CONDITIONS OF APPROVAL

1. Applicant will be required to obtain all necessary permits and licenses and comply with all Fire, Building and Land Use Code requirements prior to issuance of the City Liquor License.
2. Applicant is required to comply with all city ordinances.

WHEREFORE, the Liquor License Hearing Officer recommends to the Governing Body that the Application be **APPROVED**.

/s/ Renee Barela-Gutierrez
Renee Barela-Gutierrez

Date: 01/05/2026

(FOR CITY USE ONLY)

Based on the information provided and review of City Reports, staff has found the following in accordance with Ordinance (4-4.3):

Geographic Information System Mapping (GIS) Department

Yes, this business is located within three hundred (300) feet of a church and/or school. *A waiver of the 300 foot location restriction will be requested.*

No, this business is not located within three hundred (300) feet of a church and/or school.

(Please see attached map indicating whether the proposed licensed premise is within three hundred (300) feet of a church and/or school.)

Business Licensing Department

Yes, the requesting business has a business license issued by the City of Santa Fe. License # _____.

No, the requesting business does not have a business license issued by the City of Santa Fe.

Code Enforcement Department

Yes, the applicant is in compliance with all Land Use Codes.

No, the applicant is not in compliance with Land Use Code(s).

*Note: N/A

**(Please also provide a Code Enforcement Report related to Litter and Noise of the requesting business location.)*

Verification Completed By: Jason D. Sena

Title: Enforcement Manager

Date: Dec 9, 2025

Traffic Engineering Department

Yes, it appears that the approval of this request will create unacceptable traffic impacts.

*Note: N/A

No, it does not appear that this request will create any unacceptable traffic impacts.

Verification Completed By: Marcos Egubel

Title: Interim Complete Streets Division Director

Date: Dec 11, 2025

City of Santa Fe Fire Department

Yes, the applicant is in compliance with all Fire Codes.

No, the applicant is not in compliance with Fire Code(s).

*Note: Renovations being performed. Shall verify with Chief Building Official building is safe to
Renovations being performed. Shall verify with Chief Building Official building is safe to

Verification Completed By: 

Title: Fire Marshal


Date: Dec 8, 2025

City of Santa Fe, New Mexico

memo

DATE: December 31, 2025

TO: Renee Barela-Gutierrez, Liquor Hearing Officer

FROM: GERALYN F. CARDENAS, Interim City Clerk and Director of Community Engagement 

ITEM & ISSUE:

Request from Tender Fire Kitchen, LLC for a Restaurant B (Beer, Wine and Spirits) Liquor License with On-Premises Consumption Only with Patio Service to be located at 1025 Midtown Calle Central, Santa Fe, New Mexico.

BACKGROUND AND SUMMARY:

Request from Tender Fire Kitchen, LLC for a Restaurant B (beer, Wine and Spirits) Liquor License with On-Premises Consumption Only with Patio Service to be located at 1025 Midtown Calle Central, Santa Fe, New Mexico.

Attached are staff reports regarding litter, noise, and traffic. Staff does not anticipate a substantial change in litter and noise, or any unacceptable traffic impacts due to the approval of this request. The proposed location is not within 300 feet of a church, school, or daycare.

The applicant currently holds a Mobile Vendor License and is pending a Business license with the City of Santa Fe therefore as a condition of approval staff is recommending that it be noted that the applicant will be required to obtain all necessary permits and licenses and comply with all Fire, Building and Land Use Code requirements prior to issuance of the City Liquor License.

Additionally, as a condition of doing business in the city, staff recommend that it be noted that the applicant is required to comply with all city ordinances.

ACTION REQUESTED

Consideration of the above request

Attachments: Alcoholic Beverage Control Application
Notice of Public Hearing and Publications
Letter to Applicant
Staff Reports

November 7, 2025

Certified Mail No.: 7021 2720 0001 2204 5906

City of Santa Fe

Attn: Andrea Salazar
City Clerk and Director of Community
PO Box 909
Santa Fe, NM 87504-0909

Lic. No. /Appl. No.: BLA-0000012337
Name of Applicant: Tender Fire Kitchen, LLC
Doing Business As: Tender Fire Kitchen
Proposed Location: 1025 Midtown Calle Central, Santa Fe, New Mexico 87505

The Director of the Alcoholic Beverage Control Division (ABC) has reviewed the referenced Application and granted **Preliminary Approval**. It is being forwarded to you for Local Option District approval or disapproval of the Liquor License Application.

Notice of the Public Hearing required by the Liquor Control Act **shall be given by the governing body by publishing a notice** of the date, time, and place of the hearing **twice during the 30 days prior to the hearing** in a newspaper of general circulation within the territorial limits of the governing body. **The first notice must be published at least thirty (30) days before the hearing. Both publications must occur before a hearing can be conducted.** The notice shall include:

- (A) Name and address of the Applicant/Licensee;
- (B) The action proposed to be taken;
- (C) The location of the licensed premises.

In addition, if the Local Option District has a website, **the Notice shall also be published on the website.**

While the law states that “within forty-five (45) days after receipt of a Notice from the Alcoholic Beverage Control, the governing body shall hold a Public Hearing in the question of whether the department should approve the proposed issuance or transfer”, we recognize the potential for conflict between the requirement for publication of 30 day notice and the 45 day hearing requirement.

With that in mind, when a local governing body receives a liquor license application from ABC, that governing body has a couple of options:

- 1) Hold a hearing on the license application within the statutory time frame of forty-five (45) days, as required by the Liquor Control Act, and comply with all other statutory and regulatory procedures and notify ABC of your decision within thirty (30) days of the hearing;

- 2) Request from ABC an extension of time, past the forty-five (45) days, designating how much additional time will be needed to conduct the hearing in compliance with all statutory and regulatory procedures. After the extension is granted and the hearing is held, notify ABC of your decision within thirty (30) days of the hearing;
ABC has no preference in the option you choose.

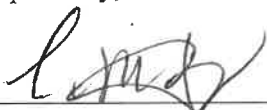
The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. **A record shall be made** of the hearing.

THE APPLICANT IS SEEKING RESTAURANT B- BEER, WINE AND SPIRITS LIQUOR LICENSE WITH ON PREMISES CONSUMPTION ONLY WITH PATIO SERVICE

Within thirty (30) days after the Public Hearing, the governing body shall notify ABC of their decision to approve or disapprove the issuance or transfer of the license by signing the enclosed original Page 1 of the Application. The original Page 1 of the Application must be returned together with the notices of publication. **If the Governing Body fails to either approve or disapprove the issuance or transfer of the license within thirty days after the Public Hearing, the Director may issue the license.**

If the Governing Body disapproves the issuance or transfer of the license, it shall notify ABC within thirty (30) days setting forth the reasons for the disapproval. A copy of the Minutes of the Public Hearing shall be submitted to ABC with the Notice of Disapproval (*Page 1 of the Application, noting disapproval*).

Respectfully,



Charmaine Martinez
Admin Law Judge | Hearing Officer
NM Regulation & Licensing Department
Alcoholic Beverage Control Division
Phone: (505) 476-4804 Fax: (505) 476-4595
Email: Charmaine.Martinez2@rld.nm.gov

Enclosures:

1. Page 1 (Business Information Page) (*must be signed and returned w/notices of publication*)
2. Page 2 (Premises Information Page)
3. Copy of the Zoning Statement
4. Copy of Floor Plan





Alcoholic Beverage Control Division
Restaurant B Intake Application
Application Number: BLA-0000012337



Business Information

Business Information

Business Name: Tender Fire Kitchen
Business Structure: Limited Liability Company
State Tax ID Number: XX-XXXXX2-00-0
Business Email: hello@tenderfirekitchen.com

Type of Business: Alcohol
FEIN: XX-XXX4997
Business Phone: 4133749191

Contact Person Information

Contact Person Name: Benjamin Crosky
Contact Person Email: hello@tenderfirekitchen.com

Contact Person Phone: 4133749191

Business Mailing Address

Mailing Street: 1620 Calle Torreon
Mailing State: NM
Mailing Country: US

Mailing City: Santa Fe
Mailing Zip Code: 87501

Local Option District Use Only: Local Governing Body of _____ City, County, Village

Public Hearing held on _____ 20_____ Please check one: Approved Disapproved

Signature of City/County Official: _____ Title: _____

Alcoholic Beverage Control Division Use Only: Approved Disapproved _____

Signed by Director: _____ Date: _____



Alcoholic Beverage Control Division
Restaurant B Intake Application
Application Number: BLA-0000012337



Premises Information

Premises DBA

Premises Doing Business As (DBA): Tender Fire Kitchen

Proposed Premises Physical Address

Physical Street: 1025 MIDTOWN CALLE CENTRAL Physical City: SANTA FE
Physical Zip Code: 87505 Physical State: New Mexico
Physical County: Santa Fe

Local Option District: Santa Fe City

"Local Option District" means a county that has voted to approve the sale, serving or public consumption of alcoholic beverages, OR an incorporated municipality that falls within a county that has voted to approve the sale, serving or public consumption of alcoholic beverages, OR an incorporated municipality of over five thousand population that has independently voted to approve the sale, serving or public consumption of alcoholic beverages under the terms of the Liquor Control Act or any former act.

Ownership

The land and building which is proposed to be the licensed premises is: Leased by Applicant
The following information is required to ensure the issuance of a license to this location will not result in the violation of a county or municipal ordinance.

Specify Owner(s) of the land and building: Aspect studios

Specify Date and Terms of Lease/Operating Agreement: Building: The mixed-use retail and office building known as Driscoll sitsuate in the City of Santa Fe, Santa Fe County, New Mexico, having an address of 1600 St. Michael's Drive, Santa Fe, NM 87505.

1.2. Premises: Approximately 2,650 square feet of rentable area on the first floor of the Building, being more particularly shown on Exhibit A, attached hereto and made a part hereof. 1.3 Initial Term: Five (5) years, commencing on the Delivery Date and expiring on the date that is sixty (60) full calendar months thereafter, unless earlier terminated in accordance with the terms of this Lease. 1.4 Rent Commencement Date: The ninety-first (91st) day after the Delivery Date. 1.6. Extended Term: One (1) period of five (5) years following the Initial Term of this Lease. 1.7 Base Rent: The amounts set forth below: \$6,000 per month increased by 5% every 12 months for the first 60 months and rent increased by 3% every 12 months for the Extended Term.

Zoning

Is the proposed premises location zoned? Yes
You will be required to upload "Copy of Zoning Statement" issued by the local municipality or county. If not applicable, you will be required to upload "Copy of Zoning Statement" or Letter from local government to indicate that there is no zoning for the proposed location.

Specify the zone for proposed premises location (example C-1): C-2

Distance from nearest School

Name of School: Nava Elementary School Street: 2655 Siringo Rd
School City: Santa Fe School State: New Mexico
School Zip Code: 87505 School Country: United States

School Distance (in feet): More than 1000

Specify the shortest direct line distance from the nearest point of the proposed premises to the nearest point of the property line of the school.



Alcoholic Beverage Control Division
Restaurant B Intake Application
Application Number: BLA-0000012337



Distance from nearest Church

Name of Church: Harvest Baptist
 Church City: Santa Fe
 Church Zip Code: 87505
 Church Distance (in feet): More than 1000

Church Street: 2103 Yucca St
 Church State: New Mexico
 Church Country: United States

Specify the shortest direct line distance from the nearest point of the proposed premises to the nearest point of the property line of the church.

Premises Information 2

Please specify the appropriate option for the premises that you have specified in the application?

- A license has never been issued to the location of the proposed premises.
- A license was once issued to the location of the proposed premises but is no longer being operated at the location.
- Alcohol operations are currently being performed at the proposed premises by the applicant business.
- Alcohol operations are currently being performed at the proposed premises by a business other than the applicant business.

Questions

Has the applicant business ever had a liquor license denied, suspended, revoked, surrendered, or had any other form of discipline or disciplinary action by a licensing agency in another state or jurisdiction?	No
Has the structure and/or ownership disclosure for the applicant business changed since last reported to the department?	No
Does the applicant business own any (direct/indirect) interest in a liquor license?	No



Alcoholic Beverage Control Division
Restaurant B Intake Application
Application Number: BLA-0000012337



Payment

Fee Name	Fee Amount
Application Fee	200.00
Resident Agent Fee	50.00
Total Fee Amount:	250.00

Attestation/Oath

Under penalty of perjury, I hereby depose and state that I am the person identified in this application and the information given by me is true and complete to the best of my knowledge and belief. I understand that any information contained in this application may be investigated and any false or dishonest answer to any question in this application may be grounds for denial or revocation of my license.

Attestation Signature: Ben Crosky

Date: 07/16/2025



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
- Alma G. Castro, District 1
- Michael J. Garcia, District 2
- Carol Romero-Wirth, District 2
- Lee Garcia, District 3
- Pilar F.H. Faulkner, District 3
- Jamie Cassutt, District 4
- Amanda Chavez, District 4

November 21, 2025

Benjamin Crosky
Pizzaiolo @ Tender Fire
1025 Midtown Calle Central
Santa Fe, NM 87505

RE: Zoning Verification for 1025 Midtown Calle Central, Santa Fe, NM

Dear Mr. Crosky,

This letter provides zoning verification on the above referenced property. According to the Official Zoning Map, this property is zoned C-2 General Commercial District and is in Midtown Local Innovation Corridor (LINC) overlay district.

14-4.3 (B) C-2 General Commercial District

The C-2 general commercial district includes areas along streets carrying large volumes of traffic where commercial uses are appropriate. Regulations are designed to guide future additions or changes so as to discourage extension of existing and formation of future strip commercial development, to preserve the carrying capacity of the streets and to provide for off-street parking and loading.

(D) Midtown Local Innovation Corridor (Midtown LINC) Overlay District

(1) Purpose and Intent

The purpose and intent of the Midtown Local Innovation Corridor (LINC) Overlay District is to:

- (a) Strengthen and animate the built environment and the business and population links within the demographic and geographic center of the city between the existing employment centers of the Santa Fe University of Art and Design and surrounding uses to the west and the Christus St. Vincent Regional Medical Center and related medical uses to the east;*
- (b) Incentivize multi-family residential development, complementary non-residential uses, and an enlivened, street-oriented pedestrian environment by freeing development capacity of existing under developed land and buildings for these targeted uses, while allowing existing uses to continue as redevelopment occurs;*
- (c) Allow for innovative development and redevelopment of the district while providing buffering between the district and existing residential development outside of the district by the application of amended land development regulations and fees and by*

establishing conditions precedent for future infrastructure enhancements and the application of other redevelopment and financing tools;

(d) Promote a more healthy, safe, and enjoyable environment within the city's midtown area through the enhancement of pedestrian and bicycle accessibility and safety, landscaping and other street related amenities and the eventual reduction of traffic speeds and provision of on-street parking, bicycle lanes, and improved crosswalks; and

(e) Provide flexibility in sign design and location so as to maintain effective communication, business identification and wayfinding for existing buildings whose visibility maybe reduced by new development.

(4) Permitted Uses; Qualifying Projects (a) Permitted and Prohibited Uses Permitted uses and structures within the Midtown LINC Overlay District are the same as those permitted in underlying zoning districts except as provided in Table 14-5.5-2 and as permitted for qualifying projects as defined in this subsection.

Full-service restaurants which may or may not have patio services, with incidental alcohol service for on-site consumption are permitted uses in the C-2 General Commercial District.

For additional information, please reference City of Santa Fe Chapter 14 SFCC regarding these districts (Chapter 14-4 – Zoning Districts/14-6 Permitted Uses) https://library.municode.com/nm/santa_fe/codes. All uses are subject to compliance with applicable development standards such as parking, lot coverage, etc.

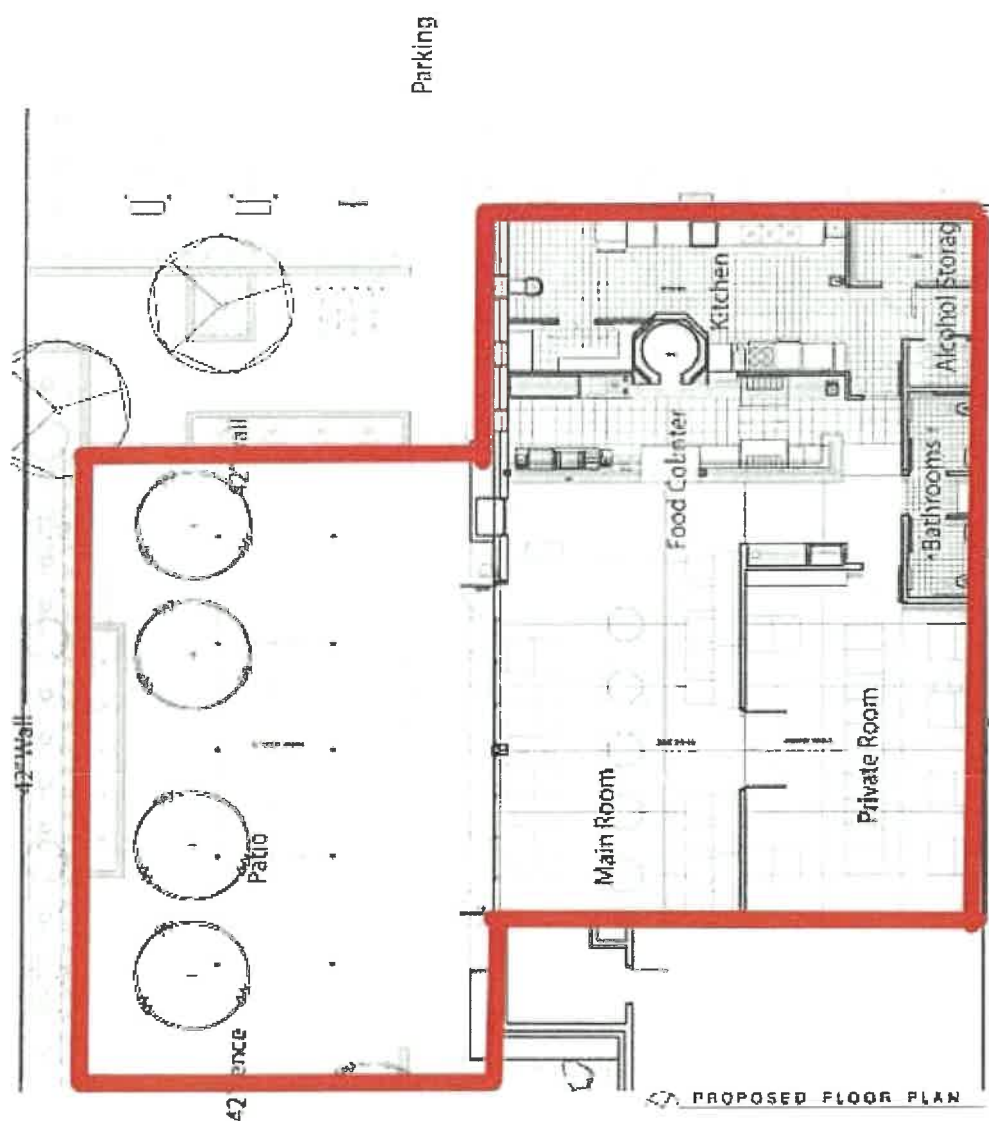
Note: The information provided in this letter is solely derived from the Official Zoning Map and the minimum requirements set forth in Chapter 14, SFCC 1987. This letter intends to provide advice regarding zoning regulations. It is not the intent to state that the subject property complies with zoning requirements. Occupancy is determined based on zoning compliance at the time of building permit or certificate of occupancy, whichever applies. Additionally, it is not the intent to interfere with or to abrogate or annul any official document including conditions or safeguards made a part of the subject property at the time of any public hearings. Applicants are advised to pursue an independent search of official documents.

If you have any further questions, please contact me at sjperea@santafenm.gov

Stephanie Perea

Stephanie Perea
Land Use Planner
City of Santa Fe, New Mexico

Yucca St.



Parking

42" Wall

Patio

Main Room

Private Room

Food Counter

Kitchen

Bathrooms

Alcohol Storage



Total Square Feet - 4250
42" Fence around whole patio
Total Square Feet of Patio - 1450

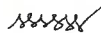
CITY OF SANTA FE

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Santa Fe Liquor Hearing Officer will hold a public hearing at 4:00 p.m. on Monday, January 5, 2026.

The purpose of this hearing is to discuss a request from Tender Fire Kitchen, LLC for a Restaurant B- Beer, Wine, and Spirits Liquor License with on premises consumption only with patio service to be located at Tender Fire Kitchen, 1025 Midtown Calle Central.

Virtual meeting information will be posted on the City of Santa Fe's Weekly Meeting List at least seventy-two (72) hours before the meeting at <https://santafenm.portal.civicclerk.com/>.



Geralyn F. Cardenas
Deputy City Clerk

Received by The Santa Fe New Mexican

Date: 11/24/25

To Be Published: 12/5/2025

AND

12/12/2025

By



The Santa Fe New Mexican (Signature)

SANTA FE NEW MEXICAN

150 Washington Ave., Ste 105
Mail Payments To:
PO Box 2048
Santa Fe, NM 87504
Phone: 505-983-3303
FAX: 505-984-1785

LEGAL #94648

CITY OF SANTA FE NOTICE OF PUBLIC HEARING

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Geralyn F. Cardenas
Deputy City Clerk

PUB: December 5, 12, 2025

Ad Proof/ Order Confirmation/ Receipt Invoice

BENJAMIN CROSKY
1620 Calle Torreon
Santa Fe NM, 87501-1715

413-374-9191

Tagline: LEGAL #94648

Account Number: STBC14

Ad ID: 108475

Sales Rep: Sebastian Garcia

Ordered By: Benjamin Crosky

Order Taken By: Sebastian Garcia

Ad Cost: \$90.60

Tax Amount: \$7.42

Payment \$0.00

Total Amount: \$98.02

Tagline: LEGAL #94648

Amount Due: \$98.02

PO Number:

Payment: \$0.00

Major Class: LEGALS

Product:

Classification: Legals

Placement:

Ad Size: 1.22" x 4.490"

Ad Type Legal (wrapper)

Modular Size:

of Words 119

Color:

Run Dates:

12/05/25, 12/12/25

Applicant Supplemental Information Form

1. Name of Applicant: Tender Fire Kitchen, LLC
D/B/A Name to be used: Tender Fire Kitchen
Proposed License Location: 1025 Midtown Calle Central, Santa Fe NM 87505
Telephone number: 413-374-9191
Email: hello@tenderfirekitchen.com

2. Type of liquor license request:

- New License (indicate type: Restaurant B)
- Transfer of location (indicate type: _____)
- Transfer of ownership (indicate type: _____)
- Transfer of ownership and location (indicate type: _____)

3. Are alcoholic beverages currently being dispensed at the proposed location?

- Yes (If yes, License # and Type: _____)
- No

4. Were alcoholic beverages previously dispensed by the requesting business?

- Yes (If yes, License # and address where alcohol was being dispensed: _____)
- No

5. Does this business have any record of violation?

- Yes (If yes, please explain: _____)
- No

6. What are the current/previous and proposed hours of operation of this business?

Current/Previous Hours of Operation: N/A

Proposed Hours of Operation: Monday-Sunday, 8-2pm & 5-9pm

7. Is an outdoor seating/patio area included in the licenses premise?

- Yes (If yes, is the area fully enclosed? Yes No)
- No

8. What, if any, are the anticipated peak days and times at the proposed business location?

What days? Friday-Sunday

What times? 5pm-9pm

9. Do you have a business license with the City of Santa Fe?

Yes (If yes, what is your License #? _____)

No (*Please contact the Business Licensing Department at 505-955-6551 to obtain a business license.*)

10. Do you have a posted occupant load issued by the City of Santa Fe Fire Department?

Yes (If yes, what is your occupant load issued for your business? _____)

No (*Please contact the City of Santa Fe Fire Department - 505-955-3310 to schedule your inspection*)

11. Have you been issued a Certificate of Compliance from the City of Santa Fe Fire Department?

Yes (If yes, what is the date the Certificate was issued? _____)

No (*Please contact the City of Santa Fe Fire Department - 505-955-3310 to schedule your inspection*)

12. Please indicate the anticipated daily occupant load due to the sale of alcohol at this location:

50

13. Please indicate the anticipated change in business volume due to the sale of alcohol and explain:

Business is expected to increase (additional number of customers per day: 50).

Business is expected to decrease (loss of customers per day: _____).

Business is expected to remain the same.

* Please explain your answer: We haven't opened yet so all customers will be new

14. Indicate which of the following statements best reflects your opinion regarding traffic impacts if this request is approved and explain:

Traffic can be expected to increase on adjacent streets.

Traffic will not increase on adjacent streets.

* Please explain your answer: Currently there is no traffic, and an abundance of streets and parking, so we will increase traffic slightly

Name of person completing this form: Ben Crosky

Telephone number: 4133749191

Date: 11/24/2025

(FOR CITY USE ONLY)

Based on the information provided and review of City Reports, staff has found the following in accordance with Ordinance (4-4.3):

Geographic Information System Mapping (GIS) Department

Yes, this business is located within three hundred (300) feet of a church and/or school. *A waiver of the 300 foot location restriction will be requested.*

No, this business is not located within three hundred (300) feet of a church and/or school.

(Please see attached map indicating whether the proposed licensed premise is within three hundred (300) feet of a church and/or school.)

Business Licensing Department

Yes, the requesting business has a business license issued by the City of Santa Fe. License # _____.

No, the requesting business does not have a business license issued by the City of Santa Fe.

Code Enforcement Department

Yes, the applicant is in compliance with all Land Use Codes.

No, the applicant is not in compliance with Land Use Code(s).

*Note: N/a

**(Please also provide a Code Enforcement Report related to Litter and Noise of the requesting business location.)*

Verification Completed By: Jason D. Sena

Title: Enforcement Manager

Date: Dec 10, 2025

Traffic Engineering Department

Yes, it appears that the approval of this request will create unacceptable traffic impacts.

*Note: N/A

No, it does not appear that this request will create any unacceptable traffic impacts.

Verification Completed By: Marcoa Egubel

Title: Interim Complete Streets Division Director

Date: Dec 11, 2025

City of Santa Fe Fire Department

Yes, the applicant is in compliance with all Fire Codes.

No, the applicant is not in compliance with Fire Code(s).

*Note: Reservations being performed on the property. Shall get approval from Chief Building C
Reservations being performed on the property. Shall get approval from Chief Building C


Verification Completed By: GERONIMO GRIEGO Fire Marshal
GERONIMO GRIEGO Fire Marshal (Dec 8, 2025 09:31:44 MST)

Title: _____

Date: Dec 8, 2025

Date: December 17, 2025

To: Governing Body

Via:  JOHN BURNEW (Dec 18, 2025 11:57:30 MST)
Sam Burnett, Interim Public Works Department Director
Marcos Esquibel, Interim Complete Streets Division Director *Marcos Esquibel*

From: Romella Glorioso-Moss, PhD, CPM, AICP, CPO, Capital Projects Manager *RGM*

ACTION:

Request for Ratification of Second Amendment to Cooperative Project Agreement – Construction Work Item #24-0535 with the New Mexico Department of Transportation for \$2,000,000 to Extend the Term through December 30, 2026 to Complete the Construction of S100770 Tierra Contenta Trail Extension Project – A Federally-Funded Project. (Romella Glorioso-Moss, Capital Projects Manager, rsglorioso-moss@santafenm.gov)

BACKGROUND AND SUMMARY:

The construction of the Tierra Contenta Trail, spanning from Buffalo Grass to South Meadows, began in August 2025 and is expected to be completed by Fall 2026. The project schedule accommodates the relocation of prairie dogs in accordance with the City’s ordinance, which specifies allowable capture periods as April 1–30 and June 15–September 15. This timing aligns with local climate conditions and the natural behavior of prairie dogs, ensuring humane relocation practices. The ordinance is part of the City’s broader effort to manage prairie dog populations and maintain the health of the native ecosystem.

The term extension will also facilitate a smooth federal project closeout process. Originally, federal funding for the project was set to expire on December 30, 2025; however, NMDOT has agreed to extend the funding deadline to December 30, 2026. This project is part of the Safe Routes to School initiative and will provide a safer route for students attending Sweeney Elementary and Ortiz Middle School.

To execute the funding amendment, NMDOT and FHWA require the Agreement to be returned to NMDOT by the week of November 10, 2025. This timeline does not allow sufficient time for the Governing Body to approve the amendment through its standard process. Therefore, pursuant to SFCC 2-4.6.B, the City Manager approved the time extension on November 18, 2025. SFCC 2-4.6.B provides:

The City Manager has the authority to enter agreements seeking or accepting funds of any amount, when the deadline to seek or accept the funds occurs before the deadline to include the agreement on the agenda for the governing body's next regularly scheduled meeting. Such agreements shall be subject to ratification by the governing body at the next scheduled meeting for which an agenda has not yet been posted;

FUNDING SOURCE:

Fund Name/Number: New Mexico Department of Transportation S100770

Munis Org Name/Number: Streets Roadways / 3309980

Munis Object Name/Number: WIP Construct/ 572970

PLID: GO18355BV

ATTACHMENT:

CM signed Second Amendment to Cooperative Project Agreement – Construction Work

Item# 25-0535

Contract No.:	_____
Vendor No.:	0000054360
Control No.:	S100770
CFDA No:	20.205- Highway Planning & Construction

**SECOND AMENDMENT TO
COOPERATIVE PROJECT AGREEMENT – CONSTRUCTION WORK**

This **Second Amendment** is to the Cooperative Project Agreement entered into between the New Mexico Department of Transportation (Department) and City of Santa Fe (Local Agency). This Amendment is effective as of the date of the last party to sign on the signature page.

RECITALS

Whereas, the Department and the Local Agency entered into an Agreement, Contract No. D19937 on September 26, 2023; and,

Whereas, Section 12 allows for modification of the Agreement by an instrument in writing executed by the parties; and,

Whereas, the Department and the Local Agency want to extend the term of the Agreement to allow for Project completion; and,

Whereas, the parties agree to modify this Agreement.

Now, therefore, the Department and the Local Agency agree as follows:

- 1. **Section 4, Term**, is deleted and replaced with the following:

4. Term.

This Agreement is effective on **September 26, 2023**. This Agreement terminates on **December 30, 2026**. If a contract term extension is needed, the Local Agency must provide written request to the Region or District T/LPA Coordinator sixty (60) days prior to the expiration date to ensure timely processing of an Amendment.

- 2. Exhibit A is deleted and replaced with the attached Exhibit A.

All other obligations set forth in the Original Agreement shall remain in full force and effect unless expressly amended or modified by this Second Amendment.

By:

Michael Garcia, Mayor, Signed pursuant to SFCC 2-4.6.B

Attest:

Geralyn Cardenas, Interim City Clerk

EXHIBIT A

2 CFR 200.331 Requirements

Federal Award Identification.

(i) Public Entity name (which must match the name associated with its unique entity identifier);	City of Santa Fe
(ii) Public Entity's unique entity identifier (UEI);	QLN2YKMMJ8X6
(iii) Federal Award Identification Number (FAIN);	Please see approved Federal Highway form.
(iv) Federal Award Date (see §200.39 Federal award date) of award to the recipient by the Federal agency;	Please see date on approved Federal Highway form.
(v) Cooperative Project Agreement(Construction) Period of Performance Start and End Date;	Please see date on approved Federal Highway form thru S100770 12/30/2026.
(vi) Amount of Federal Funds Obligated by this action by the pass-through entity to the Public Entity;	\$1,125,000
(vii) Total Amount of Federal Funds Obligated to the Public Entity by the pass-through entity including the current obligation;	This award is in addition to any previous awards received by sub-recipient from NMDOT.
(viii) Total Amount of the Federal Award committed to the Public Entity by the pass-through entity;	The total amount of this award is in addition to any previous awards received by sub-recipient from NMDOT.
(ix) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);	Tierra Contenta Trail Extension. Extend multi-use trail in Tierra Contenta from Buffalo Grass to South Meadows, including sidewalks and drainage improvements.
(x) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;	FHWA, New Mexico Department of Transportation Sean Sandoval - 505 -660-6102, Sean.Sandoval@state.nm.us P.O. Box 1149 Santa Fe, NM 87501-1149
(xi) CFDA Number and Name;	20.205- Highway Planning & Construction
(xii) Identification of whether the award is R&D; and	No R&D
(xiii) Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs).	N/A

New Mexico Department of Transportation
Agreement Request Form(ARF)

Control No.: S100770

T/LPA Contact Information:

Procurement Vehicle: Amendment 2

T/LPA Name: City of Santa Fe

Address: P.O. Box 909, 200 Lincoln Avenue
Santa Fe, NM 87504-0909

Unique Entity Identifier(UEI): QLN2YKMMJ8X6

Person in Responsible Charge: Romella Glorioso-Moss

-Person in Responsible Charge- A full-time, public employee of the T/LPA qualified to ensure that the work delivered is complete, accurate, and consistent with the terms, conditions, and specifications of the Cooperative Agreement. The Person in Responsible Charge should be a high-level staff Person rather than an elected official.

Title: Capital Projects Manager

Phone: (505) 955-6623

Email: rsglorioso-moss@santafenm

Signature Page Titles: 1 Mayor
3 City Attorney & Finance Director

2 City Clerk

Project Data:

Phase/ Phases of Work: Construction

Construction Management

<Select Phase of Work>

Termination Date: 12/30/2026 Ex. 01/01/2024

-Termination Date is the period of time which the T/LPA is expected to complete all activities described in the ARF, by phase, and to expend all funds. The closeout process and associated tasks(invoicing and supporting docs) should be included in the timeline and be based off of the total time needed start to finish. To support your termination date above please include a graphical project timeline with the submittal of this ARF.

For POD use only:

Period of Performance Date: Start Date: 09/26/2023 End Date: 09/26/2027

- Period of Performance Date means the time during which a recipient or sub recipient may incur new obligations to carry out the work authorized under an award or sub award, respectively.

Project Funding:

Attach your Current STIP Detail Page as verification of funding. Please make sure all funding needed for the project phase has been identified and that there are no funds that still need to be added.

Comments: _____

Approvals:

By signing this ARF, signee is validating that the funding, and period of performance dates are both Accurate and Feasible. Ensure that the period of performance + applicable close out time will be entered into Federal Highway Administration(FHWA)'s Financial System(FMIS) as mandated per 2 CFR 2100.309.

T/LPA Authorized Signature Romella Glorioso-Moss Date 07/24/2025

Region T/LPA Authorized Signature Katrina A. Quintana Date 7/25/2025

District T/LPA Authorized Signature Sean Brady Date 7/25/2025

CLE T/LPA Authorized Signature James M. Malcom Date 7-25-25

POD T/LPA Manager Signature _____ Date _____

APPROVED
By Jacquelyn Hurtado at 2:17 pm, Jul 31, 2025



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
- Alma G. Castro, District 1
- Michael J. Garcia, District 2
- Carol Romero-Wirth, District 2
- Lee Garcia, District 3
- Pilar F.H. Faulkner, District 3
- Jamie Cassutt, District 4
- Amanda Chavez, District 4

July 24, 2025

Katrina Quintana
 Engineer Tech V
 TLPA Region Coordinator
 North Region Design
 1120 Cerrillos Road, Room 203
 Santa Fe, NM 87505
 Via email: Katrina.Quintana@dot.nm.gov

**Subject: Amendment #2
 CN S100770 Cooperative Project Agreement – CONSTRUCTION
 Tierra Contenta Trail Extension (Buffalo Grass to South Meadows)**

Dear Ms. Quintana:

The City of Santa Fe (“City”) respectfully requests a term extension for CN S100770 Cooperative Project Agreement – CONSTRUCTION (Contract No. D19937) through December 30, 2026, with no corresponding change in cost.

The preconstruction meeting was held on June 24, 2025, and the Notice to Proceed was issued to GM Emulsion for August 4, 2025. Construction is expected to last 180 days, assuming no weather delays or other disruptions that could alter the contract timeline. We are budgeting an additional six months to complete project closeout.

Attached are the Agreement Request Form and current STIP.

Thank you for your continued support, and please e-mail me at rsglorioso-moss@santafenm.gov or call (505) 955-6623 if you have any questions.

Sincerely,

Romella Glorioso-Moss

Romella Glorioso-Moss, PhD, CPM
 Capital Projects Manager
 Public Works – Complete Streets

Cc. Alden Chato, Engineering Technician IV, Construction Audit, NMDOT District 5
 Erika Lujan, Finance Grants Manager, City of Santa Fe

CN 100770

Tierra Contenta Trail Extension from Buffalo Grass to South Meadows

Construction Project Schedule

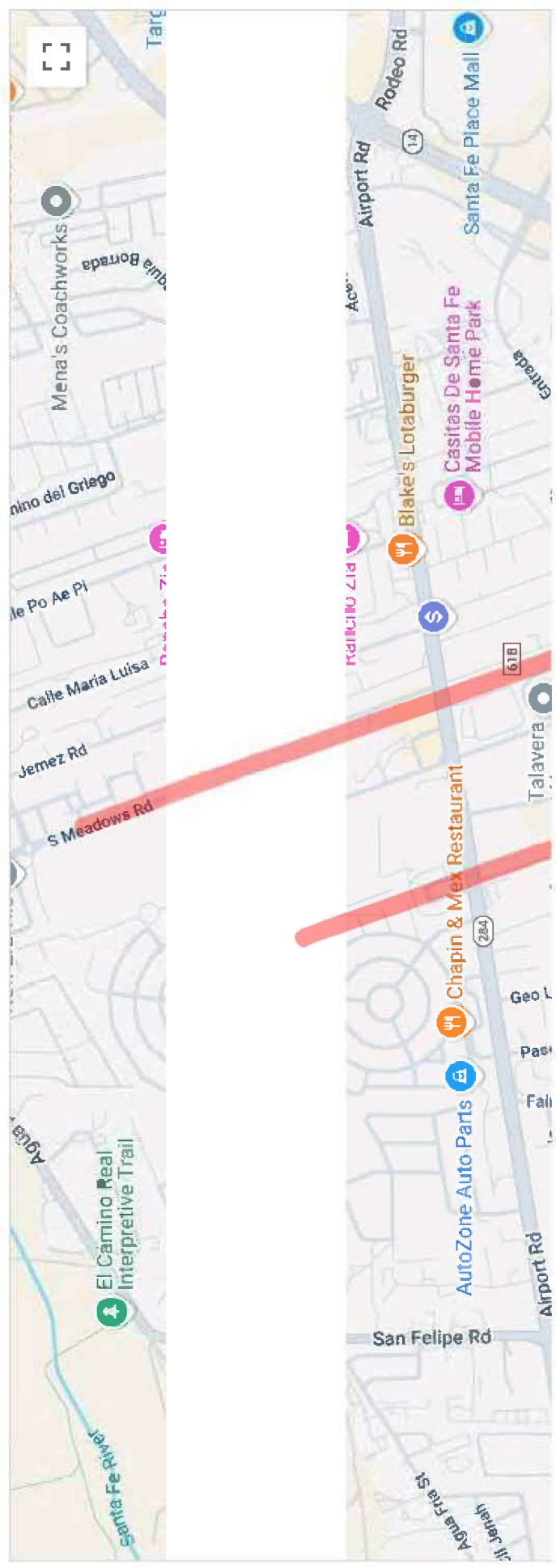
ACTIVITY	2025					2026											
	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
1) Construction																	
2) Punch list																	
3) Project Closeout																	

Project Overview | **Funding History** | **Amendment History**

Control # S100770 Region/TIP SFM 22-22.1 Total Cost \$2,000,000
 Lead Agency City of Santa Fe Contact JoAnn Garcia County Santa Fe
 Project Type Bicycle and Pedestrian (28) Air Quality Construction 2023 Start
 Title Tierra Contenta Trail Extension
 Limits Point location
 Description T/LPA: Extend multi-use trail in Tierra Contenta from Buffalo Grass to South Meadows, including sidewalks and drainage improvements.
 Production Date Letting Date

Local ID District 5
 TCM

Phase	Fund Source	Prior FFY	FFY2022	FFY2023	FFY2024	FFY2025	Future FFY	Total
CON	LOCAL CONTRIBUTIONS (LOCC)	-	-	\$683,286	-	-	-	\$683,286
CON	LOCAL GENERAL FUNDS (LGF)	-	-	\$162,573	-	-	-	\$162,573
CON	TRANSP ALT FLEXIBLE (TAPF)	-	-	\$953,994	-	-	-	\$953,994
ENG/CE	LOCAL GENERAL FUNDS (LGF)	-	-	\$1,799,853	-	-	-	\$1,799,853
	Total Construction			\$29,141				\$29,141
	Total ENG/CE			\$29,141				\$29,141
ENG/CE	TRANSP ALT FLEXIBLE (TAPF)	-	-	\$2,000,000	-	-	-	\$2,000,000
	Total Programmed			\$171,006				\$171,006



Form No. A-1360
 Rev. 9/2021
 Owner: POD

Project End Date Selection T/LPA Project

The Project end date is the final date recorded in the project agreement when the NMDOT may incur direct costs on the project to be eligible for Federal-aid reimbursement. Also, referred to as the period of performance end date or project agreement end date. Project end date is the applicable field in FMIS. The Project End Dates are to be provided on the Agreement Request Form (ARF).

Control Number: S100770
District: 5

ARF end date:	09/30/24	
Calendar Days allowed to Final (District):	180	District Target to
Calendar Days allowed to Final (CCRB):	45	CCRB: 06/28/27
Calendar Days allowed to Final (POD):	45	CCRB Target to

Original Final End Date: 06/27/25 **POD:** 08/12/27

POD Approved: **APPROVED**
By Jacquelyn Hurtado at 10:25 am, Sep 30, 2025

Date: _____

Project End date extension request

DISTRICT/REGION

Final End Date:	06/27/25
* T/LPA request for extension:	821
New End Date:	09/26/27

**AM#2 TERM DATE 12/30/2026
 ADDING 365 DAYS**

* Requires documentation to be attached.

ADE Design/Construction: _____ **DE (if required):** _____

CCRB

New End Date	09/26/27
Other (Requires written justification to be attached):	
New End Date:	09/26/27

State Const Engineer: _____

POD

New End Date	09/26/27
Final FHWA End Date:	09/26/27

POD Director: _____

CN S100770 CON AMD _2 Signatures Needed (1)

Final Audit Report

2025-10-31

Created:	2025-10-29
By:	MATTHEW HARDING (mrharding@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAvjCuJTdqmGrwM1HC0u2dr0Wv2T_yW8VG

"CN S100770 CON AMD _2 Signatures Needed (1)" History

 Document created by MATTHEW HARDING (mrharding@santafenm.gov)

2025-10-29 - 8:55:38 PM GMT- IP address: 63.232.20.2

 Document emailed to klnault@santafenm.gov for signature

2025-10-29 - 8:56:14 PM GMT

 Email viewed by klnault@santafenm.gov

2025-10-29 - 8:56:21 PM GMT- IP address: 51.54.38.120

 Email viewed by klnault@santafenm.gov

2025-10-31 - 9:58:04 PM GMT- IP address: 63.232.20.2

 Signer klnault@santafenm.gov entered name at signing as Kevin L. Nault

2025-10-31 - 9:58:29 PM GMT- IP address: 63.232.20.2

 Document e-signed by Kevin L. Nault (klnault@santafenm.gov)

Signature Date: 2025-10-31 - 9:58:31 PM GMT - Time Source: server- IP address: 63.232.20.2

 Agreement completed.

2025-10-31 - 9:58:31 PM GMT



City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form



Date of Request: 11/6/2025 UPDATED

Project Title: TIERRA CONTENTA TRAIL EXTENSION

Project Type: CIP Grant Internal Tracking

Department: PUBLIC WORKS Project Manager: ROMELLA GLORIOSO-MOSS Ext: 6623

Project Date Range: 09/26/2023 to 12/30/2026 Create Fixed Asset

Project ID: <u>GO18355BV</u>
Grant ID: <u>S2329</u>
Approved By: <u>ERIKA LUJAN</u> <small>ERIKA LUJAN (Nov 6, 2025 13:20:06 MST)</small>
<u>CT</u> (Finance Use Only)

Multi-Funding (complete all funding sources, should equal 100%)

Funding Source: FED FHWA-P/T NM DOT S100770 % of Funding: 85.44

MUNIS ORG: 3559980 MUNIS OBJ: 490150 Awarded Amount: \$1,125,000.00

Funding Source: IMPACT FEES % of Funding: 14.56

MUNIS ORG: 2320471 MUNIS OBJ: 760355 Awarded Amount: \$191,714.00

Expense String Phase:

A project must have at least one phase identified, this can be used as an additional level of tracking, for example, CIP - Design, Construction, etc. For Grants can be used as reimbursable types, such as transportation, salaries.

(You can create more than one phase and you can default MUNIS ORGs and OBJs, optional)

Phase: CONSTRUCTION MUNIS ORG: 3559980 MUNIS OBJ: 572970

Grants Only (list all grants if applicable):

Grantor Name: FED FHWA-P/T NM DOT S100770 Awarded Amount: 1,125,000

AR Charge Code: 3559980.490150 Grant funds multiple projects
(Complete a form for each project)

Grantor Id: 700000 Federal CFDA (if applicable): 20.205

Grantor Name: _____ Awarded Amount: _____

AR Charge Code: _____ Grant funds multiple projects
(Complete a form for each project)

Grantor Id: _____ Federal CFDA (if applicable): _____

(If grants please provide all grant award documents with form) Attached Grant Documentation

Signature: *Erika Quintana*

Email: efquintana@santafenm.gov

City of Santa Fe
Governing Body
Findings of Fact and Conclusions of Law

Case #2025-10706

1600 Saint Michaels Drive Midtown Master Plan Amendment

Owner's/Applicant's Name – Metropolitan Redevelopment Agency

Agent's Name – NV5, Inc.

THIS MATTER came before the Governing Body for public hearing on December 10, 2025, (“Hearing”) upon the application (“Application”) of NV5, Inc. (“Agent”) for Metropolitan Redevelopment Agency (“Applicant”).

The Applicant requests to amend the Midtown Master Plan, modifying the development, sub-zone, façade, and design standards in sections 5.4, 5.5, 5.6, and 5.8, respectively (Case No. 2025-10706).

After conducting a public hearing and having heard from staff and all interested persons, the Governing Body hereby FINDS, as follows:

FINDINGS OF FACT

1. SFCC 1987 Section 14-3.9(B)(3) sets out approval criteria and requires the Planning Commission to make complete findings of fact sufficient to show that these criteria have been met before recommending the Governing Body approve the Master Plan Amendment.
2. On July 17, 2025, the Planning Commission recommended the Governing Body approve Case #2025-10706.
3. In this case, the Applicant sought an amendment to the Master Plan standards in sections development, sub-zone, façade, and design standards, 5.4, 5.5, 5.6 and 5.8.
4. SFCC 1987 Section 14-3.9(B) sets out procedures for master plan and requires the Commission to hold a public hearing, review the Application, and make a recommendation to the Governing Body.
5. The property is approximately 64 acres, located at 1600 Saint Michaels Drive.

Case #2025-10706

1600 Saint Michaels Drive, Master Plan Amendment, development, sub-zone, façade, and design standards, 5.4, 5.5, 5.6, 5.8.

6. The Applicant attended a pre-application conference held by the Land Use Director, on March 19, 2025.
7. The Applicant conducted an ENN meeting on June 3, 2025, virtually via Zoom. The Agent, Applicant, and City land use staff ("Staff") attended the ENN meeting. Several members of the public attended the ENN meeting.
8. The Applicant submitted their Application to Staff on June 18, 2025.
9. At the July 17, 2025, Planning Commission ("Commission") public hearing, the Commission held a duly notified public hearing and recommended approval to the Governing Body for case #2025-10706.
10. The Findings of Fact Conclusions of Law and Order from the July 17, 2025, Commission hearing were approved at the September 4, 2025, public hearing.
11. SFCC 1987 Section 14-3.1 sets out certain procedures to be followed on the Application, including, without limitation, (a) a pre-application conference [SFCC 1987 §14-3.1(E)]; (b) an Early Neighborhood Notification ("ENN") meeting [SFCC 1987 §14-3.1(F)(2)(a)(iii)]; and (c) compliance with notice and public hearing requirements [SFCC 1987 §14-3.1(H)-(I)].
12. The Applicant effected notice by: mailing out notice via first-class mail to property owners within 300 feet of the subject property on November 24, 2025; and posting the required City sign on the property from November 24, 2025, to December 24, 2025.
13. At the Hearing, the Governing Body received reports from Staff, as well as testimony and evidence from the Applicant's agent prior to making a decision. The Governing Body opened the hearing to public comment, and nobody from the public provided comment in person or via Zoom.
14. The Governing Body closed public comment and Councilor Cassutt moved to approve case #2025-10706, seconded by Councilor Faulkner, and was approved unanimously.

CONCLUSIONS OF LAW

Under the circumstances and given the evidence and testimony submitted during the hearing, the Commission CONCLUDES as follows:

1. Pursuant to SFCC 1987 Section 14-3.1(H)(1), the Applicant properly sent first class mail letters to neighbors within a 300' radius of the property and erected signposts announcing the date, time, and location of the ENN meeting.

1600 Saint Michaels Drive, Master Plan Amendment, development, sub-zone, façade, and design standards, 5.4, 5.5, 5.6, 5.8.

2. The Applicant properly conducted the ENN meeting on June 3, 2025, pursuant to SFCC 1987 Section 14-3.1(F).
3. The Applicant has the right under the SFCC to propose the master plan amendment of the Property. Pursuant to SFCC 1987 Section 14-3.9(C)(2)(c), special standards and guidelines are normally more restrictive than the general standards contained in Chapter 14. All aspects of land use and development within a master planned area that are not addressed by a special guideline or standard are subject to the general standards of Chapter 14.
4. Pursuant to SFCC 1987 Section 14-3.9(C)(4), 14-3.9(C)(5), and 14-3.19(D)(3) the Planning Commission may take action to recommend approval or denial of a master plan amendment and the Governing Body may take action to amend a master plan.
5. SFCC 1987 Section 14-3.9(C) and 14-3.19(D)(3) sets out procedures for a master plan and requires the Commission to hold a public hearing, review the Application, make a recommendation to the Governing Body, and transmit the application, including any plans, to the Governing Body, together with a recommendation as to findings and conclusions, desirable changes and recommendations for approval or denial.
6. Pursuant to SFCC 1987 Section 14-3.9(D)(1)(a), the Governing Body finds that the master plan amendments continue to meet the community vision and goals outlined in the Midtown master plan and directly align with the intent of the General Plan, which has identified the Future Land Use of the parcel as “Transitional Mixed-Use” and within the designated “Infill Area.”
7. Pursuant to SFCC 1987 Section 14-3.9, the Governing Body finds that the Application is complete as required by Chapter SFCC 1987, 14-3.9(D)(1) “Necessary Findings”, and the master plan request meets and is consistent with all master plan approval criteria and Necessary Findings required by SFCC 1987, Section 14-3.9(D)(1);
 - (a) the master plan is consistent with the general plan;
 - (b) the master plan is consistent with the purpose and intent of the zoning districts that apply to, or will apply to, the master plan area, and with applicable use regulations and development standards of those districts;
 - (c) development of the master plan will contribute to the coordinated and efficient development of the community;
 - (d) the existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, will be able to accommodate the impacts of the planned development.

Case #2025-10706

1600 Saint Michaels Drive, Master Plan Amendment, development, sub-zone, façade, and design standards, 5.4, 5.5, 5.6, 5.8.

8. Pursuant to SFCC 1987 Section 14-3.1, all procedural requirements regarding the pre-application conference, ENN meeting, and notice of public hearing have been met.
9. The Governing Body has the power and authority to review, approve or deny Case #2025-10706: 1600 Saint Michaels Drive Master Plan standards in sections development, sub-zone, façade, and design standards, 5.4, 5.5, 5.6 and 5.8.
10. The Applicant met the applicable Submittal Requirements.
11. The Governing Body approved the Master Plan Amendment because the Application met all applicable Code criteria.

WHEREFORE, IT IS ORDERED ON THE 15TH DAY OF January, 2026, BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Considering the foregoing findings and conclusions, the Governing Body approved the Master Plan Amendment in sections development, sub-zone, façade, and design standards, 5.4, 5.5, 5.6 and 5.8., as requested in the Application for Case #2025-10706.

Michael Garcia
Mayor

Date:

FILED:

Geralyn F. Cardenas
Interim City Clerk

Date:

APPROVED AS TO FORM:



Frank Ruybalid
Assistant City Attorney

Date:




CITY OF SANTA FE

Memorandum

Date: January 9th, 2026

To: Governing Body, Finance Committee, Public Works and Utilities Committee

From: Jesse Roach, Interim Public Utilities Director 
[Jesse Roach](#)

RE: Negotiate Purchase of Land Adjacent to Wastewater Treatment Plant

EXECUTIVE SUMMARY:

The proposed Resolution would allow the City of Santa Fe City Manager to direct City staff to obtain an appraisal for the 122.634 acres of real property adjacent to the Paseo Real Water Reclamation Facility. The resolution would also allow the City Manager and staff to engage in negotiations with the landowner to acquire the property if such acquisition would be in the best interest of the City. The ultimate decision to purchase the property will be a decision for the Governing Body. The additional land would allow for expanded sludge drying, staging for construction during the Paseo Real Water Reclamation Facility rehabilitation and replacement, and possibly more replacement options for the Paseo Real Water Reclamation Facility.

ATTACHMENTS:

Resolution
Fiscal Impact Report

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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2026-__

INTRODUCED BY:

Councilor Amanda Chavez

Councilor Jamie Cassutt

A RESOLUTION

DIRECTING THE CITY MANAGER TO OBTAIN AN UPDATED APPRAISAL AND NEGOTIATE A SALES PRICE FOR POTENTIAL ACQUISITION OF 122.634 ACRES OF LAND ADJACENT TO THE PASEO REAL WATER RECLAMATION FACILITY.

WHEREAS, since 1961 the City of Santa Fe (“City”) has operated the Paseo Real Water Reclamation Facility (“PRWRF”) at its current location along the Santa Fe River north of the Municipal Airport, to treat wastewater to a quality sufficient for discharge to the Santa Fe River, to apply to City parks for irrigation, or for resale to other irrigation users; and

WHEREAS, the plant is located on approximately 61.88 acres of land, of which the majority of usable space is being utilized; and

WHEREAS, current operations produce more sludge than the Caja Del Rio Landfill will accept resulting in expensive transport to landfills outside of Santa Fe County; and

WHEREAS, if the City had space to dry the sludge, it could all be disposed of at the Caja Del Rio Landfill; and

WHEREAS, the City’s Wastewater Division is currently working to rehabilitate or replace much of the PRWRF; and

1 **WHEREAS**, additional space near the PRWRF would allow for expanded sludge drying,
2 staging for construction during PRWRF rehabilitation or replacement, and possibly more replacement
3 options for PRWRF; and

4 **WHEREAS**, there is an undeveloped lot of 122.634 acres adjacent to PRWRF to the northwest
5 (“adjacent lot”) which may be available for purchase; and

6 **WHEREAS**, the appraised value of the adjacent lot in November 2023 was \$1,180,000.

7 **NOW, THEREFORE, BE IT RESOLVED, BY THE GOVERNING BODY OF THE**
8 **CITY OF SANTA FE** that the City Manager shall direct staff to obtain an updated appraisal and, if in
9 the best interest of the City, may engage in negotiations with the landowner to acquire the adjacent lot
10 at a price at or below the updated appraised value.

11 **BE IT FURTHER RESOLVED** that any final approval of the purchase of the real property
12 will be made at the sole discretion of the Governing Body.

13 PASSED, APPROVED, and ADOPTED this ___ day of _____ 2026.

14
15 _____
16 MICHAEL GARCIA, MAYOR

17 ATTEST:

18
19 _____
20 GERALYN CARDENAS, INTERIM CITY CLERK

21 APPROVED AS TO FORM:

22
23 Marcos Martinez
[Marcos Martinez \(Jan 9, 2026 11:52:47 MST\)](#)
24 MARCOS MARTÍNEZ, INTERIM CITY ATTORNEY

25 *Legislation/2026/Resolutions/Negotiate Purchase Land Adjacent to Wastewater Treatment Plant*

FISCAL IMPACT REPORT

General Information:

(Check) Bill: _____ Resolution: X

Short Title(s): Negotiate Purchase of Land Adjacent to Wastewater Treatment Plant

Sponsor(s): Councilor Amanda Chavez and Councilor Jamie Cassutt

Reviewing Department(s): Public Utilities Department

Staff Completing FIR: Jesse Roach, Interim Public Utilities Director Date: 12/12/2025

Phone: (505) 955-4309

Reviewed by City Attorney: *Marcos Martinez* Marcos Martinez (Jan 9, 2026 11:52:47 MST) Date: 01/09/2026

Reviewed by Finance Director: *[Signature]* ANDREA PHILLIPS (Jan 9, 2026 11:55:49 MST) Date: 01/09/2026

Summary:

The proposed Resolution would allow the City of Santa Fe City Manager to direct City staff to obtain and update an appraisal and engage in negotiations with landowners for the potential acquisition of 122.634 acres of land adjacent to the Paseo Real Water Reclamation Facility. The additional land would allow for expanded sludge drying, staging for construction during the Paseo Real Water Reclamation Facility rehabilitation and replacement, and possibly more replacement options for the Paseo Real Water Reclamation Facility.

Departments Affected:

Public Works Department

Consequences of Not Enacting Legislation:

If this legislation is not adopted, then a updated appraisal will not be obtained and a sales price will not be negotiated for potential acquisition of 122.634 acres of land adjacent to the Paseo Real Water reclamation Facility.

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

Any final approval of the purchase of land will require additional legislation.

Performance and Administrative Implications:

This Resolution would require the City Manager to direct staff to obtain an updated appraisal and engage in negotiations with the landowner on the potential for acquisition of the adjacent lot.

Fiscal Implications:

There will be a minor fiscal impact of approximately \$2500 for updating the appraisal of the lot of land adjacent to the Paseo Real Water Reclamation Facility.

Fiscal Impact

_____ Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2026	FYE 2027	FYE 2028	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ 2500	\$ _____	\$ _____	N	NR	500	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ 2500

Expenditure Narrative:

There would be an expenditure for the appraisal of the lot of land adjacent to the Paseo Real Water Reclamation Facility.

Revenue

Revenue Type	FYE 2026	FYE 2027	FYE 2028	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

Signature:

Email:



CITY OF SANTA FE

Memorandum

Date: 12/05/2025

To: Governing Body, Finance Committee, Public Works and Utilities Committee

From: Erica N. Renaud, Sustainability Supervisor
Christine Chavez, Water Conservation Manager

Via: Jesse Roach, Interim Public Works Director

RE: Community Energy Efficiency Development (CEED) Grant Approval

EXECUTIVE SUMMARY:

The purpose of this Bill is to approve a Community Energy Efficiency Development (CEED) block grant from the New Mexico State Energy, Minerals, and Natural Resources Department, Energy Conservation and Management Division, as outlined in Exhibit A of the Bill.

BACKGROUND:

The State of New Mexico EMNRD ECAM has awarded the City of Santa Fe a \$1,254,170 CEED Grant to implement targeted residential energy efficiency improvements for low-income and energy-burdened households. The investment will support underserved communities in Census Tracts 12.02, 12.03, and 12.05 by reducing energy consumption, lowering household utility costs, and improving home comfort, health, and energy resilience.

Under the Governmental Services Agreement (GSA), the City will administer the CEED project in accordance with the CEED Block Grant Act and ECAM program requirements. The project will be implemented in partnership with Homewise, which will provide outreach, energy audits, household eligibility verification, construction management, and post-retrofit evaluation. The grant is fully funded by the State of New Mexico and requires no City matching funds.

ATTACHMENTS:

Bill
FIR

underscored material = new
[bracketed material] = delete

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CITY OF SANTA FE, NEW MEXICO

BILL NO. 2025-26

INTRODUCED BY:

Mayor Alan Webber

Carol Romero-Wirth

Jamie Cassutt

A BILL

APPROVING A COMMUNITY ENERGY EFFICIENCY DEVELOPMENT (“CEED”) BLOCK GRANT FROM THE NEW MEXICO STATE ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT, ENERGY CONSERVATION AND MANAGEMENT DIVISION PURSUANT TO THE “CEED BLOCK GRANT ACT” TO AUTHORIZE A CEED PROGRAM PROJECT AND APPROVE THE TERMS AND CONDITIONS OF THE GRANT AGREEMENT.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

WHEREAS, the City of Santa Fe (“City”) is a legally created public body, established, organized and existing incorporated charter municipality with home-rule powers under the constitution and laws of the State of New Mexico; and

WHEREAS, the CEED Block Grant (“Act”) was enacted to establish the CEED Program and allow local governments to provide financing to support affordable housing energy efficiency

1 programs and projects; and

2 **WHEREAS**, pursuant to NMSA 1978, Section 62-17A, the purpose of CEED Program
3 projects is to provide improvements to residential buildings in underserved communities that will,
4 in the aggregate, reduce energy consumption, energy-related operating costs, carbon intensity of
5 energy consumption, or a combination thereof; and

6 **WHEREAS**, the CEED Program project will promote the general welfare and significantly
7 benefit the quality of life of underserved communities in the City; and

8 **WHEREAS**, the Energy Conservation and Management Division is the administering
9 agency for the CEED Program and is authorized to issue competitive grant awards to eligible
10 entities; and

11 **WHEREAS**, NMSA 1978, Section 62-17A-5, requires counties and municipalities to
12 enact an ordinance formally accepting the grant and incorporating the terms and conditions of the
13 grant.

14 **NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE**
15 **CITY OF SANTA FE, NEW MEXICO:**

16 **Section 1. Approval.** The City of Santa Fe (“City”) formally approves the
17 Community Energy Efficiency Development (“CEED”) grant and accepts the CEED Program
18 award from the New Mexico Energy, Minerals and Natural Resources Department (“EMNRD”).
19 This ordinance may be cited as the “Community Energy Efficiency Development Block Grant
20 Ordinance.”

21 **Section 2. Purpose.** This Ordinance is adopted to implement the City’s CEED
22 Program project as is described in the Scope of Work portion of Exhibit A.

23 **Section 3. Grant Terms and Conditions.** The City formally adopts the full terms
24 and conditions of the CEED Program grant as set forth in the Governmental Services Agreement
25 (“GSA”) EMNRD issued and included as Exhibit A. The GSA is incorporated herein by

1 reference, cited here as Exhibit A, and shall have the full force and effect of law within the
2 jurisdiction of the City.

3 The City agrees to implement the CEED Program in compliance with the GSA and all
4 applicable federal, state, and local laws, including reporting, procurement, wage compliance, and
5 allowable use of funds.

6 **Section 4. Effective Date.** This Ordinance shall take effect five days after it is
7 published, as consistent with SFCC 1987, Section 2-2.4. The City shall provide a certified copy to
8 EMNRD as evidence of formal compliance with CEED Program requirements.

9
10 PASSED, APPROVED, and ADOPTED this _____ day of _____, 2025.

11 APPROVED AS TO FORM:

12 
13 [Erin McSherry \(Dec 5, 2025 17:19:53 MST\)](#)

14 ERIN K. McSHERRY, CITY ATTORNEY
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25 *Legislation/2025/Bills/Approving Execution of Ceed Grant Project*

**STATE OF NEW MEXICO
GOVERNMENTAL SERVICES AGREEMENT
BETWEEN THE
STATE OF NEW MEXICO,
ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT
AND
CITY OF SANTA FE**

THIS GOVERNMENTAL SERVICES AGREEMENT (Agreement) is made and entered into by and between the State of New Mexico, Energy, Minerals and Natural Resources Department (EMNRD), Energy Conservation and Management Division (ECAM), and City of Santa Fe (City).

THE PARTIES MUTUALLY AGREE:

1. **Scope of Work**: The City shall:

A. Plan, manage and implement a Community Energy Efficiency Development (CEED) Program Project (Project) in accordance with the New Mexico Community Energy Efficiency Development Block Grant Act and the application materials approved by ECAM attached hereto and incorporated by reference as Attachment 1.

B. Provide targeted energy efficiency and conservation improvements to residential housing units for underserved communities in New Mexico. The geographic location of the households served will be within the City of Santa Fe. The City shall effectuate the goals of the CEED Program for residential buildings in underserved communities, including reducing energy consumption; reducing energy-related operating costs; reducing the carbon intensity of energy consumption; or a combination thereof.

C. Implement Energy Conservation Measure (ECM) improvements outlined in Attachment 2 hereto. The ECM improvements shall not cause an energy bill or cost increase in relation to the total cost a household spends on utilities.

- 1) City shall obtain the approval of ECAM for the installation of ECM improvements or appliances not specified in Attachment 2.
- 2) City is required to document all measureable energy installations and any potential Health and Safety (H&S) findings. ECAM recognizes it may not be possible to catalog all potential H&S issues. Should H&S concerns not enumerated in Attachment 2 be identified, it is the City's responsibility to

notify ECAM of the problem and obtain directions from ECAM on how to proceed before any work commences. Failure to adhere to this requirement may result in disallowed costs for the City and potential liability for any subcontractor.

- 3) The maximum average allowable ECM improvement cost per residential housing unit is \$16,000.00, but City may seek ECAM approval for variances to the maximum average allowable per-unit cost.
- D. City shall adhere to the following program administration requirements:
- 1) Section 19.1.10.12 (D), NMAC to determine participant household eligibility. Certification verification process will require ECAM review prior to program commencement.
 - 2) Procure, as applicable, services from community partner(s) and service providers(s) with experience in the geographic area(s) in which the project will take place.
 - 3) Collect and report data on, but not limited to, project performance, energy savings, and non-energy benefits resulting from project energy efficiency, conservation, and retrofit measures.
 - 4) Prepare, review, certify, and submit the reports as outlined below, in the form and content specified by ECAM:

Report Title	Reporting Period	Due Date
Program Financial Reports	Quarterly	<ul style="list-style-type: none"> ● Jan. 1–Mar. 3 = due Apr. 20 ● Apr. 1–June 30 = due July 20 ● July 1–Sep. 30 = due Oct. 20 ● Oct. 1–Dec. 31 = due Jan. 20
Program Performance Reports	Quarterly	<ul style="list-style-type: none"> ● Jan. 1–Mar. 3 = due Apr. 20 ● Apr. 1–June 30 = due July 20 ● July 1–Sep. 30 = due Oct. 20 ● Oct. 1–Dec. 31 = due Jan. 20
Project Update Reports	Monthly, with each request for payment/ reimbursement	On the 20 th of the month for the previous period
If the due date falls on a weekend/holiday, the report will be due the following business day.		

- 5) The City shall review all invoices for reimbursement from subcontractors and verify that claimed expenditures are allowable costs. The City shall

maintain documentation adequate to support all claimed costs reported for reimbursement or City share.

- 6) To the greatest extent practicable, City should take advantage of available New Mexico state and federal rebates and tax incentives, including the DOE Home Energy Rebates programs: Home Electrification and Appliance Rebates (HEAR), Home Efficiency Rebates (HER).
- 7) City may apply for variances pursuant to Section 19.1.10.20 NMAC. Should the City elect to undertake activities or change locations prior to written authorization from ECAM, the City does so at risk of not receiving funding.
- 8) Outreach/marketing activities must be directly related to the CEED Program and educational activities must be targeted and specific to the residential unit or building.
- 9) Training and Certifications costs must apply directly to CEED Program activities. Staff time spent on CEED Program projects should be accounted for accurately, with costs claimed being the costs incurred.
- 10) City shall also comply with requirements specified in Attachment 3, Special Terms and Conditions.
- 11) Prepare, review, certify, and submit reimbursement requests as outlined below, in the form and content specified by ECAM.

2. **Compensation:**

A. EMNRD shall pay City for services satisfactorily performed pursuant to the Scope of Work and as specified below. This amount shall not exceed one million two hundred fifty four thousand one hundred seventy dollars and zero cents (\$1,254,170.00), including New Mexico governmental gross receipts taxes, and any travel, if necessary, pursuant to Paragraphs B and C of this Compensation Section. EMNRD shall make payment upon the satisfactory and timely completion of the work described in the Scope of Work and for no more than the maximum amount set forth below for each deliverable:

Deliverable	Maximum Amount Not to Exceed	Invoice Due Date
Submit reimbursement requests for Administrative Costs related to the planning, management and implementation of the CEED Program Project.	\$188,125.50	20 th day of each month for costs incurred during the previous month

Submit reimbursement requests for costs related to retrofit work and ECM improvements to residential housing units within the City of Santa Fe.	\$1,066,044.50	20 th day of each month for costs incurred during the previous month
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This amount is a maximum and not a guarantee that the work assigned to be performed by City under this Agreement shall equal the amount stated herein or the amounts stated per task. The parties do not intend for the City to continue to provide services without compensation when the total compensation amount is reached. City is responsible for notifying EMNRD when the services provided under this Agreement reach the total compensation amount. In no event shall the City be paid for services provided exceeding the total compensation amount without this Agreement being amended in writing prior to those services exceeding the total compensation amount being provided. EMNRD MUST receive all invoices no later than 10 days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date SHALL NOT BE PAID.

B. EMNRD shall pay such travel expenses as may be incurred in, and that are necessary for, this Agreement’s performance at the rates established in the Per Diem and Mileage Act, NMSA 1978, Sections 10-8-1 *et seq.* as implemented by the current Department of Finance and Administration (DFA) rule and the current EMNRD travel policy.

C. City shall be responsible for paying New Mexico Governmental Gross Receipts taxes levied on amounts payable under this Agreement, if applicable.

D. City must submit detailed invoices accounting for all services performed, and expenses incurred. Invoices evidencing the propriety of each claim for payment must be supported by approved purchase order. When compensation is based on hourly rates, City shall also provide documentation of hours expended on the services provided. If EMNRD finds that the invoice services, or expenses are not acceptable, within 30 days of receipt of written notice from City that payment is requested for services received, EMNRD shall provide City a letter of exception explaining the defect or objection to the invoice, services, or expenses, and outlining steps City may take to provide remedial action. Upon certification by EMNRD that the invoice, services, or expenses have been received and accepted, EMNRD shall tender payment to City within 30 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, EMNRD shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

3. **Term:** This Agreement becomes effective when executed by an authorized representative of City and of EMNRD and when DFA encumbers funds for this Agreement. It shall terminate on Dec 31, 2027 unless earlier terminated pursuant to

Section 4, Termination, or Section 5, Appropriations, below.

4. **Termination**: Either party may terminate this Agreement upon written notice delivered to the other at least 10 days prior to the intended termination date. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to termination.
5. **Appropriations**: This Agreement's terms are contingent upon the New Mexico State Legislature granting sufficient appropriation and authorization. If sufficient appropriation or authorization is not granted, EMNRD may terminate this Agreement, or in the alternative suspend performance pending approval of sufficient appropriation or authorization, upon written notice from EMNRD to City. EMNRD's decision as to whether sufficient appropriations are available shall be at its sole and absolute discretion and shall be final, binding, and accepted by City.
6. **Status of City**: City and its agents and employees are independent contractors performing professional services for EMNRD and are not employees of the State of New Mexico. City and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles, or any other benefits afforded to employees of the State of New Mexico as a result of this Agreement. City agrees not to purport to bind the State of New Mexico unless the City has express written authority to do so, and then only within the strict limits of that written authority.
7. **Assignment**: City 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 EMNRD's prior written approval.
8. **Subcontracting**: City shall not subcontract any portion of the services to be performed under this Agreement or obligate itself in any manner to any third party, with respect to any rights or responsibilities under this Agreement, without EMNRD's prior written approval. EMNRD may disallow costs incurred by the City in relation to a subcontract if City does not obtain prior written approval.
 - A. Any contract shall include all provisions necessary to allow City to meet its obligations and requirements under this Agreement and all provisions required by law.
 - B. Travel expense reimbursement requested for subcontractors, if applicable, shall be reimbursed in accordance with rates established in the Per Diem and Mileage Act, NMSA 1978, Section 10-8-1 *et seq.*, as implemented by the current DFA Rule and EMNRD Travel Policy.
9. **Release**: Final payment of the amounts due under this Agreement shall operate as a release of EMNRD, its officers, and employees, and the State of New Mexico from all liabilities, claims, and obligations whatsoever arising from or under this Agreement.
10. **Confidentiality**: Any confidential information provided to or developed by City in

the performance of this Agreement shall be kept confidential and shall not be made available by City to any individual or organization without EMNRD's prior written approval.

11. **Product of Services; Copyright:** All materials developed or acquired by City under this Agreement shall become the State of New Mexico's property and be delivered to EMNRD no later than this Agreement's expiration date. Nothing City produces, in whole or in part, under this Agreement shall be the subject of a copyright application or other claim of ownership by or on behalf of City.

12. **Conflict of Interest; Governmental Conduct Act:** City warrants that it presently has no interest and that it shall not acquire any interest, direct or indirect, which would conflict in any manner with performance or other services required under this Agreement. City certifies that all applicable provisions of the requirements of the Governmental Conduct Act, NMSA 1978, Sections 10-16-1 through –18, including provisions related to contracting with, or employing, public officers, legislators, state employees, or former state employees, have been followed.

13. **Amendment:** This Agreement shall not be altered, changed, or amended except by written instrument executed and approved by the parties hereto.

14. **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, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless as embodied in this Agreement.

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

16. **Equal Opportunity Compliance:** City agrees to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the City 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 City is found not to be in compliance with these requirements during the life of this Agreement, City agrees to take appropriate steps to correct these deficiencies.

17. **Applicable Law:** The laws of the State of New Mexico shall govern this Agreement, without giving effect to New Mexico's choice of law provisions. Venue shall

be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G). By execution of this Agreement, City acknowledges and agrees to the exclusive 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.

18. **Records and Audit:**

A. City shall maintain detailed time and expenditure records that indicate the date, time, nature, and cost of services rendered during the Agreement's term and effect and retain them until six years after the termination date specified in Section 3, Term. These records shall be maintained and available within the State of New Mexico. During this time, such records shall be subject to inspection by EMNRD, DFA, and the State Auditor. City further agrees to include in all subcontracts hereunder the same right of inspection and audit against all subcontractors. EMNRD shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose EMNRD's right to recover excessive or illegal payments. The periods of inspection and audit may be extended for records, which relate to litigation or settlement of claims arising out of performance of this Agreement or any authorized representative and shall continue until all potential litigation, appeals, claims, or exceptions have expired or been resolved.

19. **Liability:** Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred with this Agreement is subject to the immunities and limitations of the Tort Claims Act, NMSA 1978, Sections 41-4-1 *et seq.*, as amended.

20. **Procurement, Utilization, and Disposition of Property:** City shall report acquisition of any capital property (property with an expected life of at least one year) to EMNRD within one month following the acquisition. If upon termination of this Agreement City has any property in its possession belonging to EMNRD, City shall account for the property and dispose of it as EMNRD directs.

21. **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.

22. **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 performance 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 waiver of a specified right by a party shall be effective to waive any other rights.

23. **Notice:** Except as otherwise specified herein, all notices hereunder shall be in writing) and shall be given to the relevant party at its address set forth below, or such other address as such party may hereafter specify by notice to the other given by

courier, by United States certified or registered mail, or by telecommunication device capable of creating a written record of such notice and its receipt.

To EMNRD:

Buildings and Community Program Manager
EMNRD – ECMD
1220 S. St Francis Drive
Santa Fe, NM 87505

General Counsel
EMNRD – Office of the Secretary
1220 S. St Francis Drive
Santa Fe, NM 87505

To City of Santa Fe:

City Manager
200 Lincoln Ave
Santa Fe, NM 87501

To Risk Management Division:

Risk Management Division
General Services Department
P.O. Drawer 26100
Santa Fe, NM 87502

24. **Authority**: If City is other than a natural person, the individual(s) signing this Agreement on behalf of City represent and warrant that the individual has the power and authority to bind City, and that no further action, resolution, or approval from City or any other City is necessary to enter a binding contract.

25. **Acknowledgment**: City shall acknowledge EMNRD as a co-sponsor and funding source in all news releases, programs, proceedings, and related publicity/publications for the project.

26. **Minimum Wage Rate**: If applicable, City shall comply with minimum wage rates as established by the New Mexico Department of Workforce Solutions, Labor Relations Division, and with all other applicable requirements of that Department, including posting of the wage rates in a prominent location on the site for hiring and performing of this Agreement.

27. **Compliance with Law and Funding Source Conditions**:

A. City shall comply with all applicable state and federal statutes, regulations, or rules, including without limitation those imposed as a consequence of funding pursuant to this Agreement.

B. In the event this Agreement is funded with federal monies, Contractor shall comply with 2 C.F.R. 200.318 through 200.327 for procurement conducted pursuant to this Agreement.

28. **Insurance Coverage**: City shall provide EMNRD a statement indicating that the activities described in the Scope of Work are covered by insurance as set forth below, secured in accordance with any method allowed by applicable law, including self-insurance, pooling of self-insured reserves, or insurance provided by a third party, prior to commencing work under this Agreement. City shall maintain continuous coverage of the activities described in the Scope of Work, so long as this Agreement is in effect. Failure to maintain such coverage is reason for immediate termination of this Agreement. City shall notify EMNRD prior to cancellation or expiration of any insurance required under this Agreement.

A. Worker's Compensation protection that complies with the requirements of the Worker's Compensation Act, NMSA 1978, Sections 52-1-1 *et seq.*, if applicable. If the City fails to comply with the Workers Compensation Act and applicable rules when required to do so, EMNRD may terminate this Agreement.

B. Comprehensive public liability protection covering property damage and personal injury liability that may arise under this Agreement and any amendments hereto, in amounts equal or greater than liability limits set forth in NMSA 1978, Sections 41-4-19, as it may be amended from time to time.

[This space intentionally left blank]

IN WITNESS WHEREOF, the parties hereto have herein below executed this Agreement.

STATE OF NEW MEXICO, ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT

By: _____
Cabinet Secretary or Designee

Date: _____

CITY OF SANTA FE

By: _____
Alan Webber, Mayor, City of Santa Fe

Date: _____

ATTEST:

ANDRÉA SALAZAR, CITY CLERK

CITY ATTORNEY'S OFFICE:

Marcos Martínez
Marcos Martínez (Dec 1, 2025 14:09:20 MST)

MARCOS MARTÍNEZ, SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

EMILY OSTER, FINANCE DIRECTOR

ATTACHMENT 1: Application Materials

CEED Program	Application – City of Santa Fe
Applicant City Legal Name:	City of Santa Fe
Type of Applicant City:	Municipal government
Project type City is applying for:	Type 1 Project
Title of Applicant's project:	City of Santa Fe Low-Income Household Energy Efficiency & Electrification
One sentence description of the project:	City of Santa Fe Environmental Services will work with community-based organizations to delivery energy efficiency improvements and renewable energy to low-income, energy-burdened households
One sentence description on the impact and beneficiaries of the project:	Low-income households requesting assistance with utility bills, rent, and home repair will benefit by becoming more financially stable as a result of home improvements.
Total funding request amount:	\$1,254,170.00
Project Location	The proposed project takes place in New Mexico
State the selected geographic block location *	City of Santa Fe. Focus: Census tracts 12.02, 12.03 & 12.05
Describe the rationale used for the geographic selection.	The Climate and Economic Justice Screening Tool identifies disadvantaged communities which have been historically burdened by systemic disinvestment, climate change, pollution, and environmental hazards through the use of over 30 environmental, health, and infrastructure criteria. Over 88% of residents in these census tracts are low income (below the 200% Federal Poverty Line), housing burdened (pay more than 30 percent of their income for housing), in proximity to hazardous waste sites, have low life expectancies, lack high school education, and are linguistically isolated. All of these factors coalesce into lived environmental inequality that can begin to be corrected with CEED funds. According to the Department of Energy, the average energy burden for non-low-income households is 3%. However, because the percent of household income spent on energy increases as income decreases, the result is an energy burden ranging 6-13% of income for households at 0-60% of Area Median Income (AMI). Targeting energy and housing cost burdened households is the highest goal, but also targeting census tracts with high linguistic isolation and low educational attainment will help reach populations that are not as likely to take advantage of energy services and energy efficiency rebates offered by local utility companies.
Project Purpose:	The proposed project targets the adoption of energy efficient consumer behavior, equipment, or devices resulting in reduced energy consumption without the amount or quality of energy services.
Project Purpose: Check all that apply to the proposed project:	energy-efficient consumer behavior energy-efficient equipment energy-efficient devices equipment or electrification upgrades health and safety measures
Which of the following CEED Program Project Goals does the proposed project serve? Check all that apply:	reduce energy consumption reduce energy-related operating costs reduce the carbon intensity of energy consumption

<p>Scope of Work:</p>	<p>The Department of Energy Low-Income Energy Affordability Data (LEAD) Tool shows that households below the federal poverty line in New Mexico spend an average of \$1,645 annually on energy-related costs, or 16% of household income (compared to a state average of \$1,768, or 3% of household income). Reducing household energy use through weatherization alone can result in a 27% reduction in a resident's overall energy use in New Mexico. Further, renewable energy and electrification can reduce the carbon intensity of the energy consumed. This will provide utility bill savings, provide better heating and cooling, and allow low-income households to participate in the clean energy transition.</p>
<p>Describe any additional benefits not described above that should be factored into the evaluation of this application.</p>	<p>The DOE Low-Income Energy Affordability Data (LEAD) Tool shows that households below the federal poverty line in New Mexico spend an average of \$1,645 annually on energy-related costs, or 16% of household income (compared to a state average of \$1,768, or 3% of household income). Reducing household energy use through weatherization alone can result in a 27% reduction in a resident's overall energy use in New Mexico. Further, renewable energy and electrification can reduce the carbon intensity of the energy consumed. This will provide utility bill savings, provide better heating and cooling, and allow low-income households to participate in the clean energy transition.</p> <p>If a low-income resident chooses to subscribe to community solar, they can expect savings of 27-30% on their electric bill by law. If a resident chooses rooftop solar, the City of Santa Fe Environmental Services will procure a solar contractor and offer an approximately \$5,000 stipend (City funds only) to ensure that the monthly cost of the solar loan payment will be equal to the household's typical monthly electric bill. Energy Sage estimates the average home in New Mexico will pay off a rooftop solar loan in 10 years. Solar is essential to offset any electric bill increases as a result of electrification. The rooftop solar portion of the improvements will be offered completely separate from the grant because the solar installation would not be able to be completed within the grant timelines based on Environmental Services experience with local contractors and permitting. All improvements will be made with residents' approval. Additional education will be provided to explain that for homes currently using natural gas for the furnace and/or hot water heater, switching to electric could cause an increase in electric bills, but the cost will be offset by other measures and will result in more efficient and cleaner energy. While energy savings is a main goal, providing choice and cleaner energy options is also a benefit of this program for low-income households.</p>
<p>Describe the project benefits to the selected underserved community, what specific outcomes will result from the completion of this project, and the approach for maximizing project benefits in the community.</p>	<p>Reduced energy use will result in more grid reliability and a reduced need for grid upgrades, which is key as low-income households are most likely to experience negative effects as a result of blackouts or power loss. Second, financial savings can free up families to inject money into the local economy, invest in education, and improve their quality of life. Third, reduced water usage will mitigate the City of Santa Fe's current and expected future drought conditions. Lastly, as PNM - the electric utility in Santa Fe - transfers to renewable energy as required by state law, energy efficiency improvements and electrification are paramount to achieving the City of Santa Fe's goal of carbon neutrality by 2040 and providing a cleaner environment for Santa Fe neighborhoods.</p> <p>A lack of new housing stock has led to an increasingly competitive and unaffordable housing market in Santa Fe as the population continues to grow. Market rate rents in Santa Fe increased by 46% since 2014. Over half of all renter households report feeling "cost-burdened," which means that they are paying more than 30% of their income on housing costs. For renters, cost burden implies economic insecurity, thus decreasing their ability to save enough for a down payment and transition to homeownership. For owners, cost burden increases risk of foreclosure, which has long-term effects on a household's financial security. As housing costs in Santa Fe continue to rise, addressing housing burden through</p>

	<p>energy burden is one strategy that can help maintain homeownership and increase wealth building for at-risk households. During the program, jobs will be created locally as a result of the grant funds and there will be temporary local economic impact as a result of the construction spending.</p>
<p>Describe the project's alignment with the CEED Program's purpose and goals.</p>	<p>This scope of work will result in reduced energy use, reduced water usage, reduced utility costs, and reduced carbon intensity of energy consumption. This program will promote energy-efficient consumer behavior and equipment that will result in a decrease in energy consumption without reducing the amount or quality of energy services. Depending on the improvements chosen, households may see improved indoor air quality as the building envelope and HVAC equipment are improved and repaired. Education and resources will be provided to allow residents to take advantage of community solar subscriptions. Tailored energy assessments, recommendations, and education will provide access to the clean energy transition for low-income households, who are often unable to participate due to financial constraints and lack of access to information or programs.</p>
<p>How will the project meet these objectives, and how will this impact be measured?</p>	<ul style="list-style-type: none"> • Reduced electric/water usage and utility bills - review of utility bills before and after under typical household usage • Reduced emissions - calculate metric tons of emissions before and after using Clearpath tool • Improved housing affordability - review of housing cost to energy cost ratio before and after • Reduced carbon intensity of energy use (electrification, solar, etc.) - conduct energy audit before and after & number of appliances switched to electric and/or EnergyStar models, number of homes transitioned to solar • More comfortable and healthier living environments - conduct household survey before and after • Reduced stress/housing insecurity - conduct household survey before and after • Increased education and understanding of available energy services/programs - conduct household survey before and after • Increased engagement with Spanish-speaking, low-income residents - conduct household survey before and after
<p>Describe Applicant's plan to engage community partners, service providers, and participant households in the project.</p>	<p>The City of Santa Fe will partner with Homewise to identify eligible low-income households. Using the Homewise inventory of requests for home repair, utility assistance, and other related requests, the City will narrow down recipients of CEED funding based on these priorities:</p> <ul style="list-style-type: none"> -Highest priority: households Under 50% AMI with fixed incomes (social security, disability, etc.) and/or on propane -Medium priority: households Under 70% AMI -Lower priority: households 71%-80% AMI <p>**The average AMI for the current City home repair/rehabilitation program is 36% AMI City of Santa Fe Conservation & Sustainability will work with Homewise team members to identify eligible, low-income households. The City of Santa Fe will also partner with Homewise for the outreach and construction. Homewise is already contracted with the City's Office of Affordable Housing to deliver home repair and energy efficiency upgrades through other funding sources, such as Community Development Block Grants and the Mortgage Finance Authority. Homewise regularly works in the Santa Fe community and is experienced in operating in English and Spanish. Homewise will conduct outreach about eligibility with households which may include calls, mail outs, and in-person meetings to gauge interest in the CEED program. Once contact has been established, desire to participate and income eligibility will be confirmed, utility bills will be obtained and households will take household surveys.</p> <p>Homewise is already contracted with the City's Office of Affordable Housing to deliver home repair and energy efficiency upgrades through other funding</p>

	<p>sources, such as Community Development Block Grants. Homewise regularly works in the Santa Fe community and is experienced in operating in English and Spanish. Outreach will also include explaining CEED program purpose, energy audit process, resident options for improvements, potential cost savings, construction process, and all other aspects of the CEED program. Lastly, City of Santa Fe Conservation & Sustainability Division will work with grant partners to provide outreach about additional electricity savings and decarbonization of households that can be achieved through purchasing rooftop solar and/or subscribing to community solar. The Coalition for Sustainable Communities New Mexico is a partner in providing education and resources related to the Community Solar Act. All resources and consultation will be provided in English and in Spanish.</p>
<p>Describe Applicant's strategy to prevent fraud, waste, and abuse.</p>	<p>All City departments receiving grants funds adhere to City Policy and Procedure. No grant funds are disbursed until the agenda item and budget are approved by City Council. All modifications to the budget must adhere to City policy. All procurement activity associated with grant funds must follow procedures outlined by the City. Further, all contracts and purchases made with grant funds follow a multi-step, multi-approval process ensuring that the request for purchased goods will be reviewed by the Purchasing Department. The City of Santa Fe is well-prepared to handle the project's financial and regulatory aspects.</p> <p>Being a CDBG (Community Development Block Grant) entitlement city, it has a dedicated grants management division within its Finance Department. This division has experience in managing grants and adhering to federal and state regulations and reporting requirements. Additionally, the city's program staff in the Office of Affordable Housing and Conservation & Sustainability Division have extensive grant experience, ensuring compliance with funding and reporting requirements. For instance, the Office of Affordable Housing conducts annual performance monitoring of program recipients for CBDG and Affordable Housing Trust Fund (AHTF) respectively. Throughout the year, all program subrecipients submit quarterly reports to track program expenditures and progress along with an annual report. As part of the annual performance monitoring, subrecipients provide their codes of conduct for financial systems and record keeping.</p>
<p>Participant eligibility requirements</p>	<p>Participant eligibility will follow 19.1.10.12 (D) NMAC.</p>
<p>Describe the proposed process for certifying the eligibility determination of participant households.</p>	<p>Certification process to be submitted to Division for approval prior to project commencement.</p>
<p>What specific outcomes will result from the completion of this project?</p>	<p>Santa Fe households will receive repair and improvements that result in reduced energy/water usage, improved health and safety, improved comfort, reduced electric/water bills, reduced stress related to affordability, increased housing security, and participation in the clean energy transition via electrification and/or roof top or community solar.</p>
<p>Describe the reporting metrics/measures. —</p>	<p>Metrics used will include (but not be limited to):</p> <p>I. Retrofits</p> <ul style="list-style-type: none"> ● Number of Units Retrofitted: Track the total number of residential units that receive energy efficiency retrofits. ● Square Footage of Buildings Retrofitted: Measure the total square footage of buildings that undergo retrofits. ● Estimated Project Savings: Calculate the estimated annual savings in terms of: <ul style="list-style-type: none"> ○ Dollars ○ Kilowatt-hours (kWh) of electricity ○ Therms of natural gas

	<ul style="list-style-type: none"> ○ Gallons of fuel oil ○ Therms of propane ○ Gallons of water ○ Gallons of kerosene ○ Tons of wood <ul style="list-style-type: none"> ● Energy Management Systems Installed: Track the number of energy management systems installed in residential units. ● Water Conservation Retrofits: Measure the number of water conservation retrofits completed. ● Fuel Switching: Track the number of buildings where the primary fuel type is switched to a more efficient or cleaner fuel source. ● Realized Reduction in Consumption: Measure the actual reduction in consumption for various energy sources (electricity, fuel oil, natural gas, propane, kerosene, wood). <p>II. Energy Audits</p> <ul style="list-style-type: none"> ● Energy Audits Performed: Track the number of energy audits conducted for residential units. ● Square Footage of Buildings Audited: Measure the total square footage of buildings that undergo energy audits. <p>III. Training and Education/Technical Assistance</p> <ul style="list-style-type: none"> ● Education, Outreach, and Training: Track the number of workshops, training sessions, and education sessions held and the number of participants. ● Staff Hired: Measure the number of full-time equivalent (FTE) energy management staff and subrecipient staff hired. ● Information Contacts: Track the number of information connections where energy efficiency or renewable energy measures were recommended. <p>IV. Community and Stakeholder Engagement</p> <ul style="list-style-type: none"> ● Community Engagement Events: Track the number of community engagement events held (both virtual and in-person). ● Community Members Engaged: Measure the total number of community members or stakeholders engaged in the grant program, including those from underserved communities. <p>V. Participant Data</p> <ul style="list-style-type: none"> ● Participant eligibility criteria ● Participant demographic data ● Energy consumption data: including the measurement and tracking of electricity, natural gas and propane consumption ● Utility bill costs: and associated energy-related operating costs] <p>Reduced electric/water usage, increased weatherization, increased education and understanding of energy services - (project objective: reduced energy consumption & reduced operating costs)</p> <p>Reduced emissions, number of appliances switched to electric, rooftop or community solar participation – (project objective: reduced carbon intensity of energy consumption)</p> <p>Improved housing affordability, reduced stress/housing insecurity, more comfortable and healthier living environments - (project objective: improved health of household)</p>
<p>Describe the tracking and data collection methods.</p>	<p>At the beginning of the project, households will certify incomes, take a brief household survey for social/emotional factors, and provide several months of utility bills (water, gas, electric) to assess average utility usage. Based on utility usage, average emissions will be calculated per household using Clearpath tool.</p>

Reduction of energy use that will come from implementation of the proposed measures:	30% reduction or 3,572 kWh from weatherization alone (Average NM electric use of 11,900 kWh/year) (Energy Sage & NM Mortgage Finance Authority) Average rooftop solar array of 3 kW produces 5,200 kWhW year
Reduction of energy cost that will come from implementation of the proposed measures:	\$250/annually (without heat pump installation) (NM Mortgage Finance Authority) or additional \$100-\$1,000/annually (with heat pump, depending on energy source of original heating system)
Reduction in carbon intensity of energy consumption from implementation of the proposed measures:	-21.7 metric tons of carbon per house per year without solar (NM Mortgage Finance Authority) + 2 MT per 3 kW solar array installed
Other identified measured project impact(s):	Gallons of water saved - 5.6/day or 1,048/year per house (NM Mortgage Finance Authority)
Average impact by household:	-30% reduction in energy use, 5,200 kWh produced per solar array, \$250 (or more) saved annually on electric bill, 21.7 or 23.7 MT of carbon reduced, 1,048 gallons/year saved
Total aggregated impact of the project:	(Based on average: 35 households) 125,020 kWh saved annually; 182,000 kWh produced by solar, \$8,750 dollars saved annually; 759.5-829.5 MT of carbon reduced; 36,330 gallons of water saved
Total number of participant households of the project:	70 households, depending on level of investment needed/desired per household. (= 35 with a lower than average persons per household at 2.0 to account for households with older residents without kids)
Number of project partner beneficiaries:	70 households (= 35 with a lower than average persons per household at 2.0 to account for households with older residents without kids)
Timeline for implementation, including project milestones.	Q4 year 0: Conservation & Sustainability works with Homewise to identify complete list of eligible CEED funds recipients Dec. year 0: Grant Application Due Q2 year 1: Grant awardees announced by EMNRD & approved by Santa Fe Governing Body Q2 year 1: Grant team identifies short-list of high-priority residents to receive CEED grant funds Q3 year 1: City enters into contract with Homewise for grant implementation services Q4 year 1: Homewise begins outreach to confirm participants (Recipients & income will be fully verified and household survey distributed) Q1 year 2: Homewise will begin scheduling home energy audits and recommending improvements to the building based on highest cost savings and decarbonization potential. Q2 year 2- Q1 year 3: Construction scheduled and improvements implemented (approx. 30 days per house) Q2 year 3: Post-construction household assessment to measure program results & final reporting (1 month)
Describe Applicant's work plan detailing how tasks will be executed within the allotted timeframe and by which members of the project team.	1. City of Santa Fe Conservation & Sustainability will work with Homewise team members to identify eligible, low-income households. 2. Grant project team (City of Santa Fe and Homewise) will select and prioritize recipients of CEED funds.

	<p>3. Homewise will conduct outreach to households which may include calls, mail outs, and in-person meetings to gauge interest in the CEED program. Once contact has been established, Homewise will confirm desire to participate, confirm insurance and ownership, confirm income eligibility, obtain current utility bills and conduct household surveys. Outreach will also include explaining CEED program purpose, energy audit process, resident options for improvements, potential cost savings, construction process, and all other aspects of the CEED program.</p> <p>4. Homewise will perform energy audits of homes, analyze improvement options, obtain written approval from residents, and manage the construction process, while maintaining clear and consistent communication with residents. One priority will be to schedule construction with as little disruption to the lives of residents as possible.</p> <p>a) Once the energy audit is complete, with Homewise’s recommendation, residents can choose to pursue either rooftop solar or a community solar subscription. Conservation & Sustainability will provide education and outreach on why and how to subscribe to community solar. Homewise’s solar contractor will provide residents with assessment, estimate on the cost of a rooftop solar system, loan options, and estimated future energy bill.</p> <p>b) City funds will provide residents seeking rooftop solar a \$5,000 stipend to assist with increasing the affordability of the solar system loan. (Through Santa Fe Environmental Services’ experience with rooftop Solarize programs, a \$5k stipend is sufficient to ensure that the resident’s loan payment will be equal to their historic electric bill cost).</p> <p>5. After construction and installation, Homewise will obtain utility bills after all improvements have been completed to confirm utility bill cost savings and energy savings and conduct the post-construction household survey one more time to measure quantitative metrics. Conservation & Sustainability will work with Homewise throughout to provide all grant reporting and budget updates to EMNRD, as needed.</p>
<p>Is environmental/ground disturbance anticipated for the project?</p>	<p>No</p>
<p>How long will the project take to complete?</p>	<p>From grant award to post-construction review, 3 years</p>
<p>Describe any proposed Community Partner(s) with experience in the area(s) in which the project will take place.</p>	<p>Homewise is the ideal partner for the City of Santa Fe to execute the CEED grant because it brings decades of trusted community presence, extensive experience delivering energy-efficiency and home repair services, and strong administrative capacity for state-funded programs. Its EnergyWise program built on decades of home improvement lending, a decade of solar lending, and the successful administration of \$3.3 million in ARPA-funded Home Preservation programs for households under 80% AMI demonstrates Homewise’s proven ability to deliver energy-efficient improvements at scale to low-income residents. With established systems for outreach, eligibility verification, contractor oversight, and project documentation, Homewise can efficiently deploy CEED-funded energy upgrades to the households the program is designed to serve. Their mission aligns directly with CEED’s goals, and their ability to leverage additional resources amplifies the impact of this state-funded initiative without requiring City funding or new City infrastructure.</p> <p>Coalition for Sustainable Communities New Mexico (CSCNM) is a nonprofit, membership organization that “[combines] policy interests from a number of [New Mexican] communities into a cohesive voice advocating for state</p>

	policy". CSCNM was vital to the adoption of the New Mexico Community Solar Act and assists in outreach and education related to community solar in New Mexico. CSCNM has hosted webinars and provided written materials to inform New Mexico about community solar.
Describe any proposed Service Providers(s) with experience in the area(s) in which the project will take place.	N/A

ATTACHMENT 2: Energy Conservation Measure Improvements

Energy Conservation Measure (ECM) improvements will target the adoption of energy-efficient consumer behavior, equipment, or devices that result in a decrease in energy consumption without reducing the amount or quality of energy services. This includes health and safety (H&S) measures, including those that use efficient equipment or devices to improve indoor air or drinking water quality, and equipment or electrification upgrades. The ECM improvements shall not cause an energy bill or cost increase in relation to the total cost a household spends on utilities. The following provisions are included to ensure the successful execution of projects. Improvements list is subject to change.

A. City shall implement ECMs in an order that prioritizes greatest savings (e.g. sealing the building envelope prior to heat pump installation). City shall follow the U.S. Department of Energy (DOE) Weatherization Assistance Program (WAP) guidelines regarding prioritizing measures (air sealing, duct sealing outside the thermal boundary, and thermal boundary insulation [attic, wall, floor or belly, foundation, sill, etc.]) and installing in order of savings to investment Ratio (SIR) the ECMs and related H&S and incidental repairs measures (SIR calculation = (Annual \$ savings x Expected Usage Lifetime (EUL)) ÷ (Initial \$ cost). EUL durations can be found at: <https://www.energy.gov/sites/default/files/2023-03/WPN%2023-06%20Revised%20Energy%20Audit%20Procedures%20Attachments.pdf> (see also: Table 1: Allowable Default ECM Lifetimes, *below*).

B. ECM improvements for residential housing units may include, but are not limited to: envelope upgrades; air sealing; duct sealing; insulation installation; EnergyStar windows; EnergyStar doors; LED lighting; water tank insulation and water heater pipe insulation;

- 1) cleaning, repair or replacement of heating and cooling systems;
 - i. Heating systems
 - a. Replacement or installation of secondary heating systems are not allowed.
 - b. Use proper sizing protocols according to Manual J, State approved sizing protocols, NEAT/MHEA outputs, etc.
 - c. High efficiency air source heat pumps. (Cold climate rated units as appropriate for climate zone).
 - ii. Cooling systems
 - a. Replacement or installation of secondary cooling systems are not allowed.
 - iii. Ensure no bill increase
 - a. Replace existing electric units or fuel switch from propane

- 2) prioritized appliance repair or replacement:

- i. Clean or repair baseload appliances/fixtures, as well as (in no particular order);
 - ii. High efficiency heat pump water heaters,
 - a. Household should have a minimum of 3 persons.
 - b. New units should have an EF of 3.0 or higher.
 - c. Replace only electric resistance water heaters.
 - d. Cost is limited to \$1,750.
 - e. Thermostat set to 120 degrees maximum.
 - f. Include water heater blanket, pipe insulation (as appropriate).
 - iii. EnergyStar refrigerator, cost is limited to \$900.
 - a. Must have automatic defrost, top freezer preferred. May be no more than 2 cubic feet larger than existing refrigerator.
 - iv. EnergyStar dishwasher, cost is limited to \$525.
 - v. EnergyStar clothes washer, cost is limited to \$675.
 - vi. EnergyStar clothes dryer, cost is limited to \$700.
 - a. Heat pump clothes dryer cost is limited to \$840.
 - vii. EnergyStar oven/range, cost is limited to \$1000
 - a. New units may only have a single oven, induction ranges must not increase spending for participant
 - viii. Programmable/smart thermostats, cost is limited to \$150.
- 3) incidental repairs; cost is limited to \$1000 per unit. Allowable items include, but are not limited to:
- i. Sealing of cracks
 - ii. Weather-stripping, caulking, hole patching.
 - iii. Installation of door sweeps
 - iv. Repair and replacement of thresholds
 - v. Repair and replacement of fireplace dampers.
 - vi. Repair or replacement of broken glass in window
 - vii. Exterior door repair
 - viii. Repair of building envelope to maintain the integrity of ECMs
 - ix. Low-flow showerheads diverter replacement or fixture repair.;
 - x. Electrical repair for lighting retrofits;
- 4) residential Health and Safety (H&S) measures, cost is limited to 20% average cost per unit. Allowable items include, but are not limited to:
- i. Safety devices: smoke and carbon monoxide alarms, fire extinguishers
 - ii. Heating and cooling system safety checks;
 - iii. Asbestos
 - a. In siding, walls, ceilings, etc., in vermiculite, on pipes, furnaces, and other small-covered surfaces

- b. General abatement of asbestos siding or replacement with new siding is not an allowable H&S cost
- iv. Biologicals and unsanitary conditions
- v. Building structure and roofing
- vi. Code compliance
- vii. Combustion gases
- viii. Unsafe electrical
- ix. Formaldehyde, volatile organic compounds (VOCs), flammable liquids, other air pollutants
- x. Fuel leaks
- xi. Hazardous materials disposal
- xii. Injury prevention of occupants and project workers
- xiii. Lead based paint
- xiv. Mold and moisture
- xv. Radon
- xvi. Ventilation and indoor air quality
- xvii. Window and door replacement, window guards
 - a. Storm windows
 - b. Window coverings
 - 1. Purchase of new window guards not allowed

C. ECM improvements do not include installations of new roofs or photovoltaic solar (the CEED Program follows the DOE Weatherization Assistance Program determination that roof replacements and repairs are not energy saving measures (<https://www.energy.gov/sites/prod/files/2019/09/f66/WPN-19-5.pdf>)). Electrical fuse box/panel upgrades or installations are not included unless accompanied by an approved priority appliance installation. ECM improvements do not include replacement of functional, new (purchased within the last 10 years) appliances.

D. All ECMs and replacement units must meet safety guidelines. Under no circumstance should retrofit work that would exacerbate health and safety problems, for either the occupant or the worker, proceed.

- 1) All applicable State and local (or Authorities Having Jurisdiction (AHJ)) codes must be followed, and manufacturer approved materials and instructions must be used while installing any ECM.
 - i. Workers shall know when the AHJ requires a licensed professional to perform a certain task.

E. Replacement appliances shall comply with the minimum standards of energy efficiency for major appliances established by the National Appliance Energy Conservation Act (NAECA) of 1987.

- 1) Disposal according to applicable State and Federal laws, as appropriate. For Entities that contract out replacement and

disposal to third-party contractors, Entities are responsible for obtaining assurances from the third-party contractor that these items were disposed of according to applicable State and Federal laws, as appropriate.

F. All activities carried out with CEED Program funding must meet the objectives of the program (in addition to meeting the list of eligible activities specified above) ensuring energy bill totals do not increase and ensuring cost limitations are followed. Beneficial electrification or fuel switching measures may be installed as part of the retrofit process but must follow those parameters.

G. The term 'retrofit' is used as 'rehabilitation' implies improvements beyond the scope of an energy efficiency program. Unallowable rehabilitation activities include but are not limited to: creating additions or accessory units, changing floor plans, finishing attics and basements, repairing or replacing plumbing or electrical systems, completing kitchen and bathroom remodeling, renovating or constructing a garage, or installing new roofing/gutters/siding/etc., or major roof repairs.

TABLE 1: Allowable Default ECM Lifetimes

www.energy.gov/sites/default/files/2023-03/WPN%2023-06%20Revised%20Energy%20Audit%20Procedures%20Attachments.pdf

Maximum Lifetimes of Energy Conservation Measures			
#	Measure Type	Measure Name	Life (yr.)
1	Building Insulation	Attic insulation: blown in and batt	30
2	Building Insulation	Attic insulation: all other types	20
3	Building Insulation	Sill box insulation	20
4	Building Insulation	Foundation wall insulation	20
5	Building Insulation	Slab insulation	20
6	Building Insulation	Floor insulation: loose and batt types installed in fully enclosed air-tight cavities, and rigid insulation	30
7	Building Insulation	Floor insulation: all other types including loose and batt not installed in fully enclosed air-tight cavities	20
8	Building Insulation	Wall insulation: dense pack insulation, rigid insulation and full-cavity batt insulation in fully enclosed air-tight cavities	30
9	Building Insulation	Wall insulation: all other types	20
10	Building Insulation	Kneewall insulation: loose and batt types installed in fully enclosed air-tight cavities, and rigid insulation	30

11	Building Insulation	Kneewall insulation: all other types including loose and batt types not installed in fully enclosed air-tight cavities	20
12	Building Insulation	Duct insulation	20
13	Building Insulation	Manufactured home skirting	10
14	Building Insulation	White roof coating	7
15	Building Insulation	Radiant barrier	15
16	Ducts/Infiltration	Whole house air sealing	10
17	Ducts/Infiltration	Duct sealing	10
18	Doors and Windows	Storm window	15
19	Doors and Windows	Window replacement	20
20	Doors and Windows	Door replacement	20
21	Doors and Windows	Storm door	10
22	Doors and Windows	Window shading: awning	10
23	Doors and Windows	Sun screen: fabric or screen	10
24	Doors and Windows	Sun screen: louvered	15
25	Doors and Windows	Window film	15
26	HVAC Systems	Thermal vent damper	10
27	HVAC Systems	Electric vent damper	10
28	HVAC Systems	Intermittent Ignition Device (IID)	10
29	HVAC Systems	Electric vent damper and IID	10
30	HVAC Systems	Flame retention burner	10
31	HVAC Systems	Heating system tune up	3
32	HVAC Systems	Heating system replacement: fossil fuel fired furnaces and boilers, standard and condensing	20
33	HVAC Systems	Heating system replacement: all other heating systems except heat pumps	18
34	HVAC Systems	Smart/programmable thermostat	15

35	HVAC Systems	Air conditioner tune up	3
36	HVAC Systems	Air conditioner replacement	15
37	HVAC Systems	Evaporative cooler	15
38	HVAC Systems	Heat pump replacement	15
39	Baseloads	Lighting retrofit: fluorescent and compact fluorescent	<i>(Note 1)</i>
40	Baseloads	Lighting retrofit: LED	<i>(Note 2)</i>
41	Baseloads	Lighting retrofit: halogen	<i>(Note 3)</i>
42	Baseloads	Refrigerator replacement	15
43	Baseloads	Water heater tank insulation	13
44	Baseloads	Water heater pipe insulation	13
45	Baseloads	Low flow showerhead	15
46	Baseloads	Water heater replacement	13
47	Baseloads	Water heater setpoint reduction	13
48	Solar	Solar PV installations	20

Notes

1. 10,000 hours
2. 30,000 hours
3. 4,000 hours

ATTACHMENT 3: Special Terms and Conditions

The following are incorporated into this Award by reference:

- Ch. 62-17A *et seq.*, NMSA 1978;
- 19.1.10 NMAC;
- The City's application/proposal as approved by ECAM;
- Procurement Code § 13-1-28, *et seq.* NMSA 1978 and § 13-1-191.1 NMSA 1978

1. **Flow Down Requirement:** The City agrees to apply the terms and conditions of this Award, as applicable, including the Intellectual Property Provisions, to all subcontractors (as appropriate), and to require their strict compliance therewith. Further, the City must apply the Award terms to all subcontractors (as appropriate), and to require their strict compliance therewith.

2. **Post-Award Due Diligence Reviews:** During the life of the Award, EMNRD may conduct ongoing due diligence reviews, through Government resources, to identify potential risks. In the event a risk is identified, EMNRD may require risk mitigation measures, including but not limited to, requiring an individual or City not participate in the Award.

3. **Allowable Costs:** ECAM determines the allowability of costs through reference to 2 CFR part 200 as amended by 2 CFR part 910, if applicable. The City is responsible for maintaining records adequate to demonstrate that costs claimed have been incurred, are reasonable, allowable and allocable, and comply with generally accepted accounting principles. The City must document and maintain records of all project costs, including, but not limited to, the costs paid by Federal funds, costs claimed by its subcontractors and project costs that the City claims as cost sharing, including in-kind contributions. Upon request, the City is required to provide such records to ECAM. Such records are subject to audit. Failure to provide ECAM adequate supporting documentation may result in a determination by ECAM that those costs are unallowable.

4. **Budget Amendments:** If any changes to the budget are required, the City shall request a budget amendment from ECAM and the request must be approved prior to implementation. Budget amendments shall be compatible with the terms of this Agreement and of such a nature as to qualify as an allowable cost. Budget amendments requested during the ninety (90) prior to the completion date will be approved on a limited basis.

5. **Subcontractor Change Notification:** Except for subcontractors specifically proposed as part of the City's Application for award, the City must notify ECAM in writing 30 days prior to the execution of new or modified subcontractor agreements, including naming any To Be Determined subcontractors.

6. **Organizational Conflict of Interest:** Organizational conflicts of interest are those where, because of relationships with a parent company, affiliate, or subsidiary organization, the City is unable or appears to be unable to be impartial in conducting procurement action involving a related organization.

The City must disclose in writing any potential or actual organizational conflict of interest to ECAM. The City must provide the disclosure prior to engaging in a procurement or transaction using project funds with a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe.

- A. If the effects of the potential or actual organizational conflict of interest cannot be avoided, neutralized, or mitigated, the City must procure goods and services from other sources when using project funds.
- B. The City must flow down the requirements of the COI Policy to any subcontractor entities. The City is responsible for ensuring subcontractor compliance with this term. If the City has a parent, affiliate, or subsidiary organization, the City must maintain written standards of conduct covering organizational conflicts of interest.

7. **Financial Conflicts of Interest:** The City must disclose in writing any managed or unmanageable financial conflicts of interest involving a member of the project team and include sufficient information to enable EMNRD to understand the nature and extent of the financial conflict, and to assess the appropriateness of the non-Federal City's management plan.

8. **Penalties:** Failure to follow any of the program guidelines or the provisions laid out in this Agreement can result in EMNRD imposing specific grant requirements or taking one or more of the following actions:

- A. temporary withholding of payments until City takes corrective action;
- B. disallowance of costs for all or part of the activity associated with the noncompliance of the City;
- C. suspension or termination of the grant in part or in its entirety;
- D. debarment or suspension of the City;
- E. withholding of further funds from EMNRD; or
- F. any and all other legal remedies.

9. **Fraud, Waste and Abuse:** The City must disclose, in a timely manner, in writing to EMNRD all violations of Federal or state criminal law involving fraud, bribery, or gratuity violations potentially affecting the award. Failure to make required disclosures can result in any of the remedies described in Section 8, above.

10. **Prevailing Wage Requirements:** This award is funded as a Public Works

program. All laborers and mechanics employed by the City, subcontractors, contractors or subcontractors in the performance of construction, alteration, or repair work in excess of \$60,000 on an award funded directly by or assisted in whole or in part by funds made available under this award shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by NMDWS or the US Secretary of Labor.

- A. Recipients shall provide written assurance acknowledging the Prevailing Wage requirements for the award or project and confirming that all of the laborers and mechanics performing construction, alteration, or repair, through funding under the award are paid or will be paid wages at rates not less than those prevailing on projects of a character similar in the locality.
- B. The City must comply with all of the Prevailing Wage requirements, including but not limited to:
 - 1) ensuring that the wage determination(s) and appropriate Prevailing Wage clauses and requirements are flowed down to and incorporated into any applicable subcontracts or subcontractor awards.
 - 2) being responsible for compliance by any subcontractor or subcontractor with the Prevailing Wage labor standards.
 - 3) receiving and reviewing certified weekly payrolls submitted by all subcontractors and subcontractors for accuracy and to identify potential compliance issues.
 - 4) maintaining original certified weekly payrolls for 3 years after the completion of the project and must make those payrolls available to the State, EMNRD or the Department of Labor upon request.
 - 5) conducting payroll and job-site reviews for construction work, including interviews with employees, with such frequency as may be necessary to assure compliance by its subcontractors and subcontractors and as requested or directed by the State or EMNRD.
 - 6) cooperating with any authorized representative of the Department of Labor in their inspection of records, interviews with employees, and other actions undertaken as part of a Department of Labor investigation.
 - 7) posting in a prominent and accessible place the wage determination(s) and Department of Labor Publication: WH-1321, Notice to Employees Working on Federal or Federally Assisted Construction Projects.
 - 8) notifying ECAM of all labor standards issues, including all complaints regarding incorrect payment of prevailing wages and/or

fringe benefits, received from the City, subcontractor, contractor, or subcontractor employees; significant labor standards violations; disputes concerning labor standards; disputed labor standards determinations; Department of Labor investigations; or legal or judicial proceedings related to the labor standards under this GSA, a subcontract, or subcontractor award.

- 9) preparing and submitting to ECAM, the Prevailing Wage Semi-Annual Labor Compliance information in Quarterly Reports, by April 20 and October 20 of each year.

FISCAL IMPACT REPORT

General Information:

(Check) Bill: X Resolution: _____

Short Title(s): Approving the Execution of a CEED Project

Sponsor(s): Mayor Alan Webber, Councilor Carol Romero-Wirth, Councilor Jamie Cassutt

Reviewing Department(s): _____

Staff Completing FIR: Jesse Roach, Interim Public Utilities Director

Date: 12/5/2025 Phone: (505) 955-4309

Erin McSherry

Reviewed by City Attorney: Erin McSherry (Dec 5, 2025 17:19:53 MST) Date: _____

Emily K. Oster

Reviewed by Finance Director: _____ Date: 12/05/2025

Summary:

The purpose of this Bill is to approve a Community Energy Efficiency Development (“CEED”) block grant from the New Mexico State Energy, Minerals, and Natural Resources Department in the amount of \$1,254,170. The grant will provide financing to support affordable housing energy efficiency programs and projects.

Departments Affected:

Public Utilities Department

Consequences of Not Enacting Legislation:

If this legislation is not adopted, then the City of Santa Fe will not authorize the CEED block grant and obtain \$1,254,170 to provide financing to support affordable housing energy efficiency programs and projects.

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

None.

Performance and Administrative Implications:

The Conservation and Sustainability Division will manage the grant.

Fiscal Implications:

The City of Santa Fe will receive \$1,254,170 from the CEED grant and will function as an administrator of the funds. A contractor will executes the work of the grant.

Fiscal Impact

_____ Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2026	FYE 2027	FYE 2028	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____				
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

Of the \$1,254,170 awarded, 15% of this total at maximum can be used towards administrative fees, amounting to \$188,125.50. The remaining amount of \$1,066,044.50 will be used for non-administrative functions relating to energy efficiency housing improvements to low-income housing.

Revenue

Revenue Type	FYE 2026	FYE 2027	FYE 2028	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ 1,254,170	\$ _____	\$ _____	<u>(NR)</u>	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

Should the Governing Body adopt this Bill, the City of Santa Fe would receive \$1,254,170 in grant funding to support affordable housing energy efficiency programs and projects.

Signature: 

Email: jdroach@santafenm.gov

Signature: *Christine Chavez*

Email: cychavez@santafenm.gov



CITY OF SANTA FE

Memorandum

Date: December 3, 2025

To: Governing Body, Quality of Life Committee, Finance Committee

From: Marci Eannarino, Legislation and Policy Innovation Manager ^{ME}
Christine Spiers, Legislative Assistant
Palmer Anderson, Policy Analyst

RE: Updating City Manager Qualifications

SUMMARY:

The proposed legislation would amend SFCC 1987, Section 2-4.2 to update qualifications for the City of Santa Fe's ("City") City Manager position to require candidates for City Manager and Deputy City Manager to meet the following two criteria:

1. have the necessary administrative and managerial skills and experience to manage the City; and
2. be credentialed by the International City/County management Association ("ICMA") or have equivalent education and experience to qualify for a credential.

The updated language would also specify that if not already credentialed, a candidate for City Manager must apply for credentials within one year of being appointed to the City Manager position. Lastly, the bill proposes that if after five months, a credentialed candidate or a candidate qualified to apply for a professional credential is not appointed, the Mayor may consider an individual who meets requirements to be considered as a candidate for a *future* credential such as "Credentialed Manager Candidate Status", as defined by the ICMA.

The bill also specifies that acting and/or interim city managers must have "the necessary administrative and managerial skills and experience to manage the City".

Additionally, the bill removes language from Section 2-4.12(B) prohibiting an acting city manager from hiring or removing employees "engaged in the administration service of the city except on the approval of the governing body".

Finally, the bill leaves language specific to the Deputy City manager role, Section 2-4.6(L), unchanged, stating that the "powers and duties designated to the deputy city manager shall not exceed the powers and duties of the city manager; and the minimum qualifications shall be at least those required for the city manager".

BACKGROUND AND ANALYSIS:

The International City/County Management Association (ICMA) is a professional association of city and county managers nationwide. According to the ICMA website, the organization, "offers membership, professional development programs, research, publications, data and information, technical assistance, and training to local government chief administrative officers, their staff, and other organizations around the globe."



CITY OF SANTA FE

Memorandum

The website also states that in order to be “eligible” for an ICMA credential, an individual must be local government chief administrative officers or assistant chief administrative officer, with minimum number of years of experience in qualifying roles and/or education in qualifying decrees, obtain prescribed training, pass an examination, provide professional references and peer review. Requirements for obtaining the credential include a combination of experience, education, and continuing professional development. Examples provided by the organization with respect to what is required within these three criteria are as follows:

- 1) Experience with staff management, financial management, policy facilitation and implementation, and service delivery;
- 2) Education requirements in combination with executive experience would include
 - a. Masters in public administration or policy + 7 years;
 - b. Other graduate degree +8 years;
 - c. Baccalaureate degree + 9 years; or
 - d. Less than Bachelor’s + 15 years.

In addition to the above, in order to maintain a credential from the ICMA, a person who obtains a credential must participate in continuing professional development.

Lastly, individuals who do not meet the combined experience and education, but who expect to attain it within two years, can apply for “credential manager candidate status”, meaning the candidate will be “able to receive the full credential as soon as the individual meets the requirements due to already being approved”.

ATTACHMENTS:

Bill
FIR

[bracketed material] = delete

underscored material = new

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CITY OF SANTA FE, NEW MEXICO

BILL NO. 2025-23

INTRODUCED BY:

Councilor Jamie Cassutt

Councilor Pilar Faulkner

A BILL

AMENDING SFCC 1987, SECTION 2-4.2, TO REQUIRE CITY MANAGERS TO BE INTERNATIONAL CITY MANAGER ASSOCIATION (“ICMA”) -CREDENTIALLED OR CREDENTIAL-ELIGIBLE UNLESS AN APPOINTMENT AND CONSENT OF SUCH A CANDIDATE IS NOT POSSIBLE AFTER FIVE MONTHS; REQUIRING CANDIDATES FOR DEPUTY CITY MANAGER TO HAVE THE SAME QUALIFICATIONS PURSUANT TO SECTION 2-4.6(L); REMOVING PORTIONS OF SECTION 2-4.3 THAT CONFLICT WITH CITY CHARTER; AND REMOVING THE PROHIBITION FOR AN ACTING CITY MANAGER TO EMPLOY AND DISCHARGE PERSONNEL.

Section 1. Section 2-4.2 of SFCC 1987 (being Ord. No. 1981-15, § 7, as amended) is amended to read:

2-4.2 – QUALIFICATIONS.

- A. The city manager shall ~~[be selected and appointed solely on the basis of their training, experience and other qualifications for office as hereinafter prescribed without regard for affiliation, or lack of affiliation with any political party or other organization]~~

1 (1) have the necessary administrative and managerial skills and experience to
2 manage the city of Santa Fe, and
3 (2) be credentialed by the International City/County Management Association
4 ("ICMA") ("Credentialed") or have the equivalent education and experience to
5 qualify to apply for the ICMA's credentialing program and agree to apply for
6 credentialing within one year of appointment.

7 B. A mayor shall preferentially consider Credentialed and Credential-eligible
8 candidates for City Manager.

9 C. If a mayor has not identified a Credentialed or Credential-eligible candidate to
10 appoint or the governing body has not consented to such appointed candidates after
11 five months from the date a city manager resigns, the position becomes vacant, the
12 city opens an application for city manager or begins any other process used to
13 identify a new city manager, whichever occurs first, the mayor may appoint an
14 individual who is not Credentialed or Credential-eligible who agrees to apply for
15 credentialed manager candidate status within six months of the hire date.

16 **Section 2. Section 2-4.3 of SFCC 1987 (being Ord. No. 1996-18, § 2, as amended)**

17 **is amended to read:**

18 **2-4.3 – APPOINTMENT [~~;~~ ~~DISMISSAL~~].**

19 A. The mayor, within [~~ninety (90) days~~] six months of the beginning date of the vacancy
20 in the office of the city manager, shall submit to the city council, at least seven (7)
21 days before the meeting at which the nomination of the appointee shall be made, the
22 name and qualifications of the mayor's prospective appointee to serve as city
23 manager. The governing body, at its next regular meeting shall [~~accept~~] consent to
24 or reject the appointment [~~nomination~~] by a majority vote of all the members of the
25 governing body.

1 [B.—The council may dismiss the city manager by a majority vote of all members of the
2 governing body, at a regularly scheduled meeting.

3 C.—The mayor may dismiss the city manager by a majority vote of all members of the
4 governing body, at a regularly scheduled meeting.]

5 **Section 3. Section 2-4.12 of SFCC 1987 (being Ord. No. 1996-37, § 2, as**
6 **amended) is amended to read:**

7 **2-4.12 – ACTING CITY MANAGER; FILLING OF VACANCY.**

8 A. During any temporary absence or disability of the city manager the city manager shall
9 immediately appoint a city employee having the ~~[qualifications prescribed in~~
10 ~~subsection 2-4.2(A)(1)]~~ necessary administrative and managerial skills and experience
11 to manage the city of Santa Fe and to temporarily perform ~~[his or her]~~ city manager
12 duties until the city manager returns from ~~[his or her]~~ the temporary absence or
13 disability.

14 B. The acting city manager has the same duties and responsibilities as granted to a city
15 manager under the Santa Fe City Code [~~; except, that he or she shall neither employ~~
16 ~~nor discharge any person engaged in the administration service of the city except on~~
17 ~~the approval of the governing body].~~

18 C. During any period when the office of city manager shall be vacant for any cause other
19 than a temporary absence or disability, as defined in paragraph A., herein, the mayor
20 shall appoint a city employee having the ~~[qualifications prescribed in subsection 2-4.2~~
21 ~~(A)(1);]~~ the necessary administrative and managerial skills and experience to manage
22 the city of Santa Fe and to temporarily perform the city manager's duties until a
23 regularly selected city manager is appointed. This appointment shall be subject to the
24 consent of a majority of all members of the city council and shall be made within
25 seventy-two (72) hours, at a legally noticed special city council meeting.

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

APPROVED AS TO FORM:

Erin McSherry

Erin McSherry (Dec 5, 2025 11:24:12 MST)

ERIN K. McSHERRY, CITY ATTORNEY

Legislation/2025/Bills/Updating City Manager Qualifications

FISCAL IMPACT REPORT

General Information:

(Check) **Bill:** X **Resolution:** _____

Short Title(s): Updating Qualifications for the City manager

Sponsor(s): Councilor Jamie Cassutt and Councilor Pilar Faulkner

Reviewing Department(s): City Attorney’s Office

Staff Completing FIR: Marci Eannarino, Manager of Legislation and Policy

Date: 9/22/2025 **Phone:** 505-637-1907

Reviewed by City Attorney: *Erin McSherry* **Date:** 12/05/2025
Erin McSherry (Dec 5, 2025 11:24:12 MST)

Reviewed by Finance Director: *Emily K. Oster* **Date:** 12/05/2025

Summary:

The proposed legislation would amend SFCC 1987, Section 2-4.2, to require candidates for the City of Santa Fe’s (“City”) City Manager position either be credentialed by the International City/County management Association (“ICMA”) or be eligible for the credential, unless no such candidate is identified for six months. A credential-eligible candidate for City Manager must apply for credentials within one year of being appointed to the City Manager position. If, after five months, a credentialed candidate or a candidate qualified to be credentialed is not hired, the Mayor may consider a candidate who agrees to apply for “Credentialed Manager Candidate Status”, as defined by the ICMA, within a six months of the hire date.

The bill also addresses criteria for the event of a temporary absence or disability of the city manager or for a vacancy period in the office. In these circumstances the mayor would appoint someone who has “the necessary administrative and managerial skills and experience to manage the City”.

Additionally, the bill removes language from Section 2-4.12(B) prohibiting an acting city manager from hiring or removing employees “engaged in the administration service of the city except on the approval of the governing body”.

Another section of code requires the Deputy City Manager to have the same qualifications as the City Manager. Therefore, by changing the required qualifications for the City Manager, the Bill would also change the qualifications for the Deputy City Manager.

Departments Affected:

Mayor’s Office and City Manager’s Office

Consequences of Not Enacting Legislation:

If this legislation is not adopted, then the qualifications for City Manager and Deputy City Manager will not include having or obtaining ICMA credentials.

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

The amendments to Section 2-4.2 would amend by reference the qualifications required for the Deputy City Manager: Section 2-4.6(L) provides that “[t]he powers and duties designated to the deputy city manager shall not exceed the powers and duties of the city manager, and the minimum qualifications shall be at least those required for the city manager.”

Performance and Administrative Implications:

The proposed legislation would require future City Manager and Deputy City Manager candidates to 1) possess the necessary administrative and managerial skills and experience to manage the City, and 2) be ICMA credentialed or be ICMA credential-eligible and commit to obtaining ICMA credentials within one year of being appointed. If a candidate with these two requirements is not appointed and consented to within six months, the proposed language allows for the appointment of a candidate who has the “necessary administrative and managerial skills and experience to manage the City” and who would within six months apply for “Credentialed Manager Candidate Status”, as defined by the ICMA.

Fiscal Implications:

None.

Fiscal Impact

 X Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2026	FYE 2027	FYE 2028	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____		_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

Revenue

Revenue Type	FYE 2026	FYE 2027	FYE 2028	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

Signature: *Marci Cannarino*

Email: maeannarino@santafenm.gov



CITY OF SANTA FE

Memorandum

Date: October 17, 2025

To: Governing Body; Public Works and Utilities Committee; Finance Committee

From: Jesse Roach, Interim Public Utilities Director

RE: Water rate increase and rate structure change

EXECUTIVE SUMMARY:

This bill would increase the rates for City of Santa Fe Water (CoSF Water) utility service beginning in February of 2026 and then each January through 2030 for a total of five increases. This bill would also change the rate structure for residential accounts starting in 2027 by adding a third tier to residential water use rates. The average residential water bill would increase due to the combined effect of the rate increase and rate structure change, average users would see an increase in average monthly water bill in 2026, 2028, 2029, and 2030 with a one-time decrease in 2027 when the new rate structure goes into effect. Higher water users would see a greater water bill increase due to the implementation of the new rate structure.

BACKGROUND AND JUSTIFICATION:

Need for Rate Increase

Since water rates were last increased in 2013, general cost inflation has risen 41%, meaning CoSF Water's ability to fund operations and projects with rate revenue is significantly reduced. In addition, CoSF Water has four critically important capital projects in the planning or construction phases that must be completed to ensure a continued ability to provide a safe, reliable, and resilient supply of water to meet the needs of Santa Fe. These include major dam rehabilitation projects at both Nichols Dam and McClure Dam on the upper Santa Fe River, an upgrade to old and obsolete treatment plant processes at the Canyon Road Water Treatment Plant, and the San Juan Chama Return Flow Project, which is a key project to ensure future water resiliency. For a more in-depth explanation of the need for rate increases, please see the 16-minute presentation to City of Santa Fe Governing Body on April 30th, 2025. This presentation is available on the City's YouTube channel (<https://www.youtube.com/@cityofsantafe>) from minutes 16:50 – 32:50 of the meeting recording.

Desire for Rate Structure Change

In 2019 and 2020, a taskforce was assembled to engage with the City's financial consultant (FCS) on potential changes to the water rate structure. The taskforce included Public Utilities Department staff (PUD Department Director, Water Division Director, and Water Engineering Supervisor), two City Councilors (Rivera and Romero-Wirth), and three members of the public. The outcome of that effort included three recommendations:

1. Addition of a third tier to residential rates.



CITY OF SANTA FE

Memorandum

2. Consider breaking multi-family accounts into two groups, one with more than 8 units, and another with 8 or fewer under the assumption that multi-family accounts serving fewer units would have water usage similar to residential customers, and those with a high number of units would have water usage similar to commercial customers.
3. Delay a change to the rate structure until a rate increase was needed.

The rate structure proposed here addresses the first recommendation and the third. An analysis of multi-family customer water usage suggests no obvious change in water usage patterns as a function of number of units, so splitting that group is not currently under consideration.

Proposed Residential Rate Structure Change

The rate structure proposed here would add a third usage tier to the residential rate structure, and remove the current seasonality of the residential tiers, but leave all other rates with the current structure. The proposed, residential tier breaks are set at 4000 gallons and 7000 gallons per month based on average residential winter use of less than 4000 gallons per month, and the current 7000 gallon winter tier break. The new third tier (more than 7000 gallons per month year-round) volumetric cost is set to be equivalent to the current second tier cost, and then the first and second tier cost set to result in a revenue neutral structure change. 4000 gallons per month represents essential indoor use, and residential customers will pay less for these first 4000 gallons with the new rate structure than they have over the past decade. The first-tier size also matches the first tier of Santa Fe County water use rates. The amount charged for the new tiers is selected to reward low water use (customers who use less than 6000 gallons per month will see their average summer and winter bills both go down) and send a strong financial signal to high water users. In summary, the structure proposed here is only a change for the residential usage class and will reward conservation and recover additional revenue from higher water users (typically due to outdoor use). Due to active changes to the City's utility billing software the rate structure change would not be implemented until January 1, 2027. The rate structure and impacts to summer and winter bills for different usage amounts is shown on the final page of this memo.

Expected Change to Water Utility Bills

Effective February 1, 2026, water rates would increase under this proposal. The average water bill would increase about \$2 per month, going from the current average of \$44 per month to around \$46 per month. Effective January 1, 2027, the new rate structure would be implemented with an additional rate increase. The effect of this combined rate structure change and rate increase would mean that starting in 2027, 75% of residential customers would see a one-year bill decrease during both the winter and summer. The customers representing the highest 5% of residential water users would see their bills rise in both winter and summer, while customers representing the highest 25% of residential water users would only see their summer bills rise. The average monthly residential bill of \$46 in 2026 will go to \$43 in 2027. In January of 2028, 2029, and 2030, the final three water rate increases proposed here would take effect, taking the average bill to \$45, \$47, and \$49 respectively.

ATTACHMENTS:

Bill and FIR



CITY OF SANTA FE

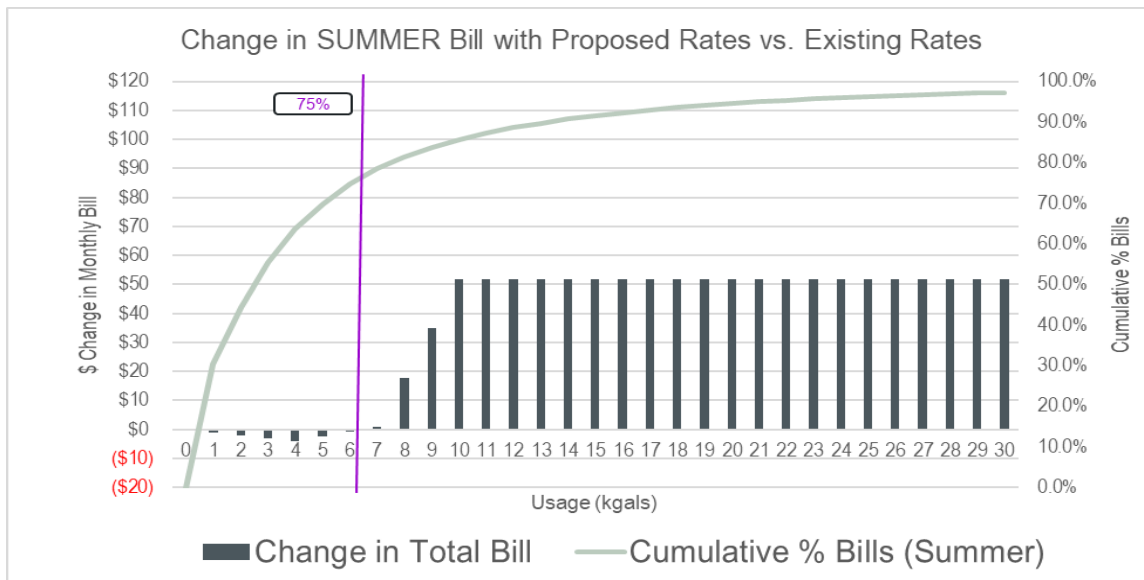
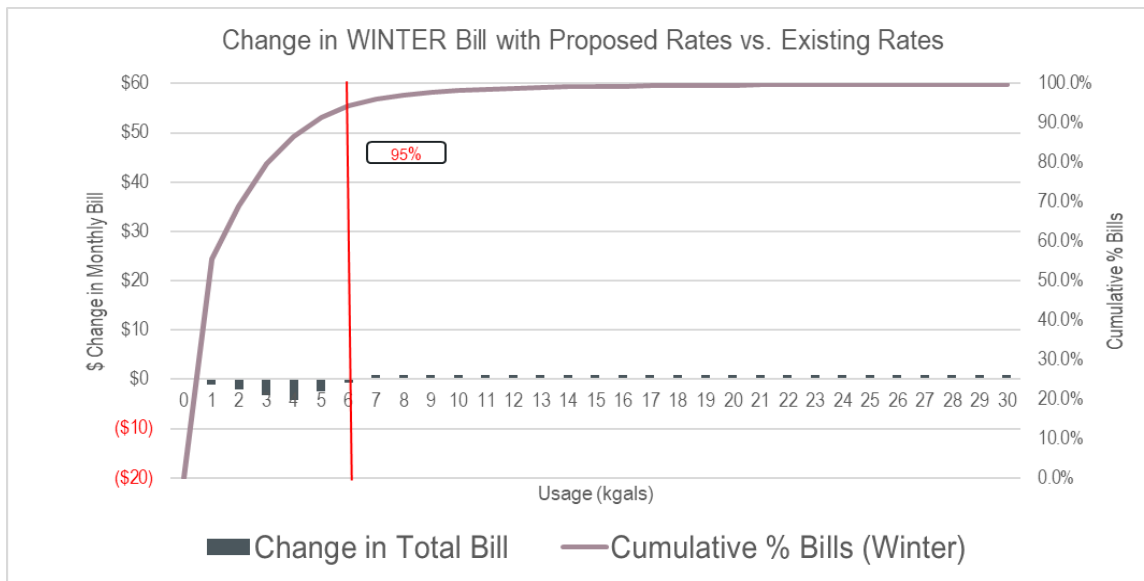
Memorandum

Proposed Residential Rate Structure

	Tier 1	Tier 2	Tier 3
Tier Thresholds (kgals)	4	7	7+

2027 Rates (per kgal)	\$5.50	\$8.30	\$23.50
Ratio of Tiers	1.0	1.5	4.27

Tier 3 Fixed at \$23.50 - (\$21.72 current w/ 4 % increase FY26 & FY27)



[bracketed material] = delete

underscored material = new

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CITY OF SANTA FE, NEW MEXICO

BILL NO. 2025-25

INTRODUCED BY:

Councilor Amanda Chavez

Councilor Carol Romero-Wirth

Councilor Jamie Cassutt

A BILL

UPDATING THE RATES AND SERVICE CHARGES FOR WATER UTILITY SERVICES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. Chapter 25, Exhibit B, Subsection 25-4.2, SFCC 1987 (being Ord. No. 2016-39, § 11, as amended) is amended to read:

EXHIBIT B

(Subsection 25-4.2)

WATER SERVICE RATE SCHEDULES

TABLE OF CONTENTS

Title	Rate Schedule Number
Monthly Service Charges [and Monthly Volume Rates]	<u>1</u>
[Effective March 1, 2009 through December 31, 2009] Monthly Volume Rates through December 31, 2026	[1] <u>2A</u>
[Effective January 1, 2010 through December 31, 2010]	[1] <u>2B</u>

Monthly Volume Rates beginning January 1, 2027	
[Effective January 1, 2011 through December 31, 2011]	[4C]
[Effective January 1, 2012 through December 31, 2012]	[4D]
[Effective January 1, 2013	[4E]
Private Fire Hydrant Service	[5]3
Fire Service Line	[6]4
Base Meter Service Charges	[7]5
Utility Expansion Charge	[8]6
Municipal Fire Hydrant Service	[9]7
Conservation Program Charge	[10]8
Potable Water Fill Station	[11]9
EFFECTIVE: JULY 1, 1995	
AMENDED: JANUARY 12, 2000 APRIL 11, 2001 MAY 9, 2001 SEPTEMBER 1, 2001 JANUARY 16, 2002 AUGUST 11, 2004 FEBRUARY 9, 2005 AUGUST 28, 2006 (EFFECTIVE JANUARY 1, 2007) OCTOBER 29, 2007 JANUARY 9, 2008 JANUARY 28, 2009 (EFFECTIVE MARCH 1, 2009) <u>[Adoption Date] (EFFECTIVE FEBRUARY 1, 2026)</u>	

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RATE SCHEDULE 1[A]

~~[Effective March 1, 2009 through December 31, 2009]~~

[RESIDENTIAL, MULTI-FAMILY COMMERCIAL	
Meter Size	Monthly Service Charge
$\frac{5}{8}$ " or $\frac{3}{4}$ "	\$13.44
1"	\$26.88
1 $\frac{1}{2}$ "	\$53.75
2"	\$107.51
3"	\$215.02
4"	\$389.71
6"	\$860.06
8"	\$1,531.98]

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<u>Monthly Service Charge for Residential, Multi-Family, and Commercial</u>										
<u>Meter Size</u>	<u>Effective Date</u>									
	<u>3/1/2009</u>	<u>1/1/2010</u>	<u>1/1/2011</u>	<u>1/1/2012</u>	<u>1/1/2013</u>	<u>2/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
<u>3/8" or 3/4"</u>	\$13.44	\$14.54	\$15.73	\$17.02	\$18.42	\$19	\$20	\$21	\$22	\$22
<u>1"</u>	\$26.88	\$29.08	\$31.46	\$34.04	\$36.83	\$38	\$40	\$41	\$43	\$45
<u>1 1/2"</u>	\$53.75	\$58.16	\$62.93	\$68.09	\$73.67	\$77	\$80	\$83	\$86	\$90
<u>2"</u>	\$107.51	\$116.33	\$125.87	\$136.19	\$147.36	\$153	\$159	\$166	\$172	\$179
<u>3"</u>	\$215.02	\$232.65	\$251.73	\$272.37	\$294.70	\$306	\$319	\$331	\$345	\$359
<u>4"</u>	\$389.71	\$421.67	\$456.25	\$493.66	\$534.14	\$556	\$578	\$601	\$625	\$650
<u>6"</u>	\$860.06	\$930.58	\$1,006.89	\$1,089.45	\$1,178.78	\$1,226	\$1,275	\$1,326	\$1,379	\$1,434
<u>8"</u>	\$1,531.9	\$1,657.60	\$1,793.52	\$1,940.59	\$2,099.72	\$2,184	\$2,271	\$2,362	\$2,456	\$2,555
<u>8</u>										

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[MONTHLY VOLUME CHARGE		
RESIDENTIAL		
All meter sizes	Sept.—	\$04.43/1,000 gallons for first 7,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 10,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter
MULTI-FAMILY		
All meter sizes	Sept.—	\$04.43/1,000 gallons for first 7,000 gallons per dwelling unit
	April*	\$15.84/1,000 gallons per dwelling unit thereafter
	May—	\$04.43/1,000 gallons for first 10,000 gallons per dwelling unit
	Aug*	\$15.84/1,000 gallons per dwelling unit thereafter
COMMERCIAL		
$\frac{5}{8}$ " or $\frac{3}{4}$ " meter	Sept.—	\$04.43/1,000 gallons for first 7,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for the first 10,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter
1" meter	Sept.—	\$04.43/1,000 gallons for the first 14,000 gallons
	April*	\$15.84/1,000 gallons there after
	May—	\$04.43/1,000 gallons for first 20,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter
COMMERCIAL CONTINUED		
$1\frac{1}{2}$ " meter	Sept.—	\$04.43/1,000 gallons for first 28,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 40,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter
2" meter	Sept.—	\$04.43/1,000 gallons for first 56,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 80,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter
3" meter	Sept.—	\$04.43/1,000 gallons for first 112,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 160,000 gallons

	Aug*	\$15.84/1,000 gallons thereafter
4" meter	Sept.—	\$04.43/1,000 gallons for first 203,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 290,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter
6" meter	Sept.—	\$04.43/1,000 gallons for first 448,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 640,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter
8" meter	Sept.—	\$04.43/1,000 gallons for first 798,000 gallons
	April*	\$15.84/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 1,140,000 gallons
	Aug*	\$15.84/1,000 gallons thereafter]

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RATE SCHEDULE 2A

<u>Monthly Volume Rates Through December 31, 2026 for Residential, Multi-Family, and Commercial Meters (\$/1,000 gallons)</u>						
<u>Tier\Effective Date</u>	<u>3/1/2009</u>	<u>1/1/2010</u>	<u>1/1/2011</u>	<u>1/1/2012</u>	<u>1/1/2013</u>	<u>2/1/2026</u>
<u>Tier 1</u>	<u>\$4.43</u>	<u>\$4.79</u>	<u>\$5.18</u>	<u>\$5.60</u>	<u>\$6.06</u>	<u>\$6.30</u>
<u>Tier 2</u>	<u>\$15.84</u>	<u>\$17.14</u>	<u>\$18.55</u>	<u>\$20.07</u>	<u>\$21.72</u>	<u>\$22.60</u>

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<u>Water Tier Size (gallons per month)</u>				
<u>Meter Type and Size</u>	<u>Tier 1</u>		<u>Tier 2</u>	
<u>Residential and Multi-Family Meters</u>	<u>Sep* - Apr*</u>	<u>May* - Aug*</u>	<u>Sep* - Apr*</u>	<u>May* - Aug*</u>
<u>All Meter Sizes</u>	<u><= 700</u>	<u><= 10,000</u>	<u>> 700</u>	<u>> 10,000</u>
<u>Commercial Meters</u>	<u>Sep* - Apr*</u>	<u>May* - Aug*</u>	<u>Sep* - Apr*</u>	<u>May* - Aug*</u>
<u>5/8" and 3/4"</u>	<u><= 7000</u>	<u><= 10,000</u>	<u>> 7000</u>	<u>> 10,000</u>
<u>1"</u>	<u><= 14,000</u>	<u><= 20,000</u>	<u>> 14,000</u>	<u>> 20,000</u>

<u>1 1/2"</u>	<u><= 28,000</u>	<u><= 40,000</u>	<u>> 28,000</u>	<u>> 40,000</u>
<u>2"</u>	<u><= 56,000</u>	<u><= 80,000</u>	<u>> 56,000</u>	<u>> 80,000</u>
<u>3"</u>	<u><= 112,000</u>	<u><= 160,000</u>	<u>> 112,000</u>	<u>> 160,000</u>
<u>4"</u>	<u><= 203,000</u>	<u><= 290,000</u>	<u>> 203,000</u>	<u>> 290,000</u>
<u>6"</u>	<u><= 448,000</u>	<u><= 640,000</u>	<u>> 448,000</u>	<u>> 640,000</u>
<u>8"</u>	<u><= 798,000</u>	<u><= 1,140,000</u>	<u>> 798,000</u>	<u>> 1,140,000</u>

1 *(Utility billing date)

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RATE SCHEDULE [1]2B

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[Effective January 1, 2010 through December 31, 2010]

[RESIDENTIAL, MULTI-FAMILY COMMERCIAL]	
Meter Size	Monthly Service Charge
<u>5/8" or 3/4"</u>	\$14.54
<u>1"</u>	\$29.08
<u>1 1/2"</u>	\$58.16
<u>2"</u>	\$116.33
<u>3"</u>	\$232.65
<u>4"</u>	\$421.67
<u>6"</u>	\$930.58
<u>8"</u>	\$1,657.60]

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[MONTHLY VOLUME CHARGE]		
RESIDENTIAL		
All meter sizes	Sept. —	\$04.79/1,000 gallons for first 7,000 gallons
	April*	\$17.14/1,000 gallons thereafter

	May— —Aug*	\$04.43/1,000 gallons for first 10,000 gallons \$17.14/1,000 gallons thereafter
MULTI-FAMILY		
All meter sizes	Sept.— April*	\$04.79/1,000 gallons for first 7,000 gallons per dwelling unit \$17.14/1,000 gallons per dwelling unit thereafter
	May— Aug*	\$04.79/1,000 gallons for first 10,000 gallons per dwelling unit \$17.14/1,000 gallons per dwelling unit thereafter
COMMERCIAL		
$\frac{5}{8}$ " or $\frac{3}{4}$ " meter	Sept.— April*	\$04.79/1,000 gallons for first 7,000 gallons \$17.14/1,000 gallons thereafter
	May— Aug*	\$04.79/1,000 gallons for the first 10,000 gallons \$17.14/1,000 gallons thereafter
1" meter	Sept.— April*	\$04.79/1,000 gallons for the first 14,000 gallons \$17.14/1,000 gallons thereafter
	May— Aug*	\$04.79/1,000 gallons for first 20,000 gallons \$17.14/1,000 gallons thereafter
COMMERCIAL — CONTINUED		
$1\frac{1}{2}$ " meter	Sept.— April*	\$04.79/1,000 gallons for first 28,000 gallons \$17.14/1,000 gallons thereafter
	May— Aug*	\$04.79/1,000 gallons for first 40,000 gallons \$17.14/1,000 gallons thereafter
2" meter	Sept.— —April*	\$04.79/1,000 gallons for first 56,000 gallons \$17.14/1,000 gallons thereafter
	May— Aug*	\$04.79/1,000 gallons for first 80,000 gallons \$17.14/1,000 gallons thereafter
3" meter	Sept.— April*	\$04.79/1,000 gallons for first 112,000 gallons \$17.14/1,000 gallons thereafter
	May— Aug*	\$04.79/1,000 gallons for first 160,000 gallons \$17.14/1,000 gallons thereafter
4" meter	Sept.— April*	\$04.79/1,000 gallons for first 203,000 gallons \$17.14/1,000 gallons thereafter
	May—	\$04.43/1,000 gallons for first 290,000 gallons

	Aug*	\$17.14/1,000 gallons thereafter
6" meter	Sept.—	\$04.79/1,000 gallons for first 448,000 gallons
	April*	\$17.14/1,000 gallons thereafter
	May—	\$04.79/1,000 gallons for first 640,000 gallons
	Aug*	\$17.14/1,000 gallons thereafter
8" meter	Sept.—	\$04.79/1,000 gallons for first 798,000 gallons
	April*	\$17.14/1,000 gallons thereafter
	May—	\$04.79/1,000 gallons for first 1,140,000 gallons
	Aug*	\$17.14/1,000 gallons thereafter]

1 [(utility billing date)]

Monthly Water Usage Charge for Residential Meters Starting January 1, 2027 (\$/1000 gallons)				
Tier\Effective Date	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
<u>Tier 1</u>	<u>\$5.50</u>	<u>\$5.70</u>	<u>\$6.00</u>	<u>\$6.20</u>
<u>Teir 2</u>	<u>\$8.30</u>	<u>\$8.60</u>	<u>\$8.90</u>	<u>\$9.30</u>
<u>Tier 3</u>	<u>\$23.50</u>	<u>\$24.40</u>	<u>\$25.40</u>	<u>\$26.40</u>

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Monthly Volume Rates for Multi-Family and Commercial Meters Starting January 1, 2027 (\$/1000 gallons)				
Tier\Effective Date	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
<u>Tier 1</u>	<u>\$6.60</u>	<u>\$6.80</u>	<u>\$7.10</u>	<u>\$7.40</u>
<u>Teir 2</u>	<u>\$23.50</u>	<u>\$24.40</u>	<u>\$25.40</u>	<u>\$26.40</u>

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<u>Water Tier Sizes Effective January 1, 2027 (gallons per month)</u>			
<u>Meter Type and Size</u>	<u>Tier 1</u>	<u>Tier 2</u>	<u>Tier 3</u>
<u>Residential Meters</u>	≤ 4000	≥ 4000 to 7000	> 7000
<u>Multi-Family and Commercial Meters</u>	Same as Multi-Family and Commercial Meter Tiers		<u>None</u>

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[RATE SCHEDULE 1C**Effective 1, 2011 through December 31, 2011]**

[RESIDENTIAL, MULTI-FAMILY COMMERCIAL	
Meter Size	Monthly Service Charge
$\frac{5}{8}$ " or $\frac{3}{4}$ "	\$15.73
1"	\$31.46
1½"	\$62.93
2"	\$125.87
3"	\$251.73
4"	\$456.25
6"	\$1,006.89
8"	\$1,793.52]

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[MONTHLY VOLUME CHARGE
RESIDENTIAL

All meter sizes	Sept.—	\$05.18/1,000 gallons for first 7,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 10,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
MULTI-FAMILY		
All meter sizes	Sept.—	\$05.18/1,000 gallons for first 7,000 gallons per dwelling unit
	April*	\$18.55/1,000 gallons per dwelling unit thereafter
	May—	\$05.18/1,000 gallons for first 10,000 gallons per dwelling unit
	Aug*	\$18.55/1,000 gallons per dwelling unit thereafter
COMMERCIAL		
$\frac{5}{8}$ " or $\frac{3}{4}$ " meter	Sept.—	\$05.18/1,000 gallons for first 7,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for the first 10,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
1" meter	Sept.—	\$05.18/1,000 gallons for the first 14,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 20,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
COMMERCIAL — CONTINUED		
$1\frac{1}{2}$ " meter	Sept.—	\$05.18/1,000 gallons for first 28,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 40,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
2" meter	Sept.—	\$05.18/1,000 gallons for first 56,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 80,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
3" meter	Sept.—	\$05.18/1,000 gallons for first 112,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 160,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
4" meter	Sept.—	\$05.18/1,000 gallons for first 203,000 gallons

	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 290,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
6" meter	Sept.—	\$05.18/1,000 gallons for first 448,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 640,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter
8" meter	Sept.—	\$05.18/1,000 gallons for first 798,000 gallons
	April*	\$18.55/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 1,140,000 gallons
	Aug*	\$18.55/1,000 gallons thereafter]

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[RATE SCHEDULE 1D

Effective January 1, 2012 through December 31, 2012]

[RESIDENTIAL, MULTI-FAMILY COMMERCIAL

Meter Size	Monthly Service Charge
5/8" or 3/4"	\$17.02
1"	\$34.04
1 1/2"	\$68.09
2"	\$136.19
3"	\$272.37
4"	\$493.66
6"	\$1,089.45
8"	\$1,940.59]

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[MONTHLY VOLUME CHARGE

RESIDENTIAL

All meter sizes	Sept.—	\$05.60/1,000 gallons for first 7,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.18/1,000 gallons for first 10,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
MULTI-FAMILY		
All meter sizes	Sept.—	\$05.60/1,000 gallons for first 7,000 gallons per dwelling unit
	April*	\$20.07/1,000 gallons per dwelling unit thereafter
	May—	\$05.60/1,000 gallons for first 10,000 gallons per dwelling unit
	Aug*	\$20.07/1,000 gallons per dwelling unit thereafter
COMMERCIAL		
$\frac{5}{8}$ " or $\frac{3}{4}$ " meter	Sept.—	\$05.60/1,000 gallons for first 7,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for the first 10,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
1" meter	Sept.—	\$05.60/1,000 gallons for the first 14,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for first 20,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
COMMERCIAL — CONTINUED		
$1\frac{1}{2}$ " meter	Sept.—	\$05.60/1,000 gallons for first 28,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for first 40,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
2" meter	Sept.—	\$05.60/1,000 gallons for first 56,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for first 80,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
3" meter	Sept.—	\$05.60/1,000 gallons for first 112,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for first 160,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
4" meter	Sept.—	\$05.60/1,000 gallons for first 203,000 gallons

	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for first 290,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
6" meter	Sept.—	\$05.60/1,000 gallons for first 448,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for first 640,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter
8" meter	Sept.—	\$05.60/1,000 gallons for first 798,000 gallons
	April*	\$20.07/1,000 gallons thereafter
	May—	\$05.60/1,000 gallons for first 1,140,000 gallons
	Aug*	\$20.07/1,000 gallons thereafter]

1 [*](utility billing date)]

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[RATE SCHEDULE 1E

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Effective January 1, 2013]

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[RESIDENTIAL, MULTI-FAMILY COMMERCIAL	
Meter Size	Monthly Service Charge
5/8" or 3/4"	\$18.42
1"	\$36.83
1½"	\$73.67
2"	\$147.36
3"	\$294.70
4"	\$534.14
6"	\$1,178.78
8"	\$2,099.72]

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[MONTHLY VOLUME CHARGE

RESIDENTIAL		
All meter sizes	Sept.—	\$06.06/1,000 gallons for first 7,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 10,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter
MULTI-FAMILY		
All meter sizes	Sept.—	\$06.06/1,000 gallons for first 7,000 gallons per dwelling unit
	April*	\$21.72/1,000 gallons per dwelling unit thereafter
	May—	\$06.06/1,000 gallons for first 10,000 gallons per dwelling unit
	Aug*	\$21.72/1,000 gallons per dwelling unit thereafter
COMMERCIAL		
$\frac{5}{8}$ " or $\frac{3}{4}$ " meter	Sept.—	\$06.06/1,000 gallons for first 7,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for the first 10,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter
1" meter	Sept.—	\$06.06/1,000 gallons for the first 14,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 20,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter
COMMERCIAL — CONTINUED		
$1\frac{1}{2}$ " meter	Sept.—	\$06.06/1,000 gallons for first 28,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 40,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter
2" meter	Sept.—	\$06.06/1,000 gallons for first 56,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 80,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter
3" meter	Sept.—	\$06.06/1,000 gallons for first 112,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 160,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter

4" meter	Sept.—	\$06.06/1,000 gallons for first 203,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 290,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter
6" meter	Sept.—	\$06.06/1,000 gallons for first 448,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 640,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter
8" meter	Sept.—	\$06.06/1,000 gallons for first 798,000 gallons
	April*	\$21.72/1,000 gallons thereafter
	May—	\$06.06/1,000 gallons for first 1,140,000 gallons
	Aug*	\$21.72/1,000 gallons thereafter]

1 [* (utility billing date)]

2 APPLICABILITY: The water rate schedules effective February 1, 2026, reflect an increase
3 of ~~[8.20]~~4% per year. ~~[Any federal or state funds that are received for water projects covered in the~~
4 ~~water division's 10 year plan adopted by Resolution No. 2009-17 shall be used solely for reducing~~
5 ~~the rate increases that are planned for the four years subsequent to adoption of Ordinance No. 2009-~~
6 ~~2. None of these funds shall be used for plan expansion.]~~ The applicable rate shall be based upon
7 the character of service as set forth in Rule 3 of Exhibit A, Chapter 25 SFCC 1987. Service will be
8 furnished in accordance with the City's Rules and Regulations covering water service, available at
9 the City's offices and on file with the office of the City Clerk of the city of Santa Fe, which Rules
10 and Regulations or subsequent revisions thereof are a part of this Schedule as if fully written herein.

11 SERVICE AREA: Within the corporate limits of the city of Santa Fe, New Mexico and
12 those areas outside the corporate limits to which service has been authorized by action of the
13 governing body of the city of Santa Fe.

14 FIRE PROTECTION CHARGE: If the customer has a fire service line or lines for standby
15 fire protection, the appropriate rate as provided in Rate Schedule 6, Fire Service Line, shall also be
16 charged.

1 IRRIGATION METER: If the customer has an additional meter installed primarily for
2 irrigation or other outdoor uses such as, but not limited to, pool or spa filling or vehicle washing,
3 the same commodity and system charge as set forth above shall apply.

4 SPECIAL TAX AND ASSESSMENT CLAUSE: Billings under this Schedule may be
5 increased by an amount equal to the sum of taxes payable under the Gross Receipts and
6 Compensating Tax Act and of all other taxes, fees, or charges payable by the City and levied or
7 assessed by any governmental authority on the public utility service rendered, or on the right or
8 privilege of rendering the service, or on any object or event incidental to the rendition of the service.

9 MINIMUM CHARGE: The minimum charge under this Schedule shall be the monthly
10 service charge.

11 ~~REVIEW: Upon adoption of Ordinance No. 2009-2, the water division shall immediately~~
12 ~~begin a rate structure review. As part of this review, a recommendation shall be produced regarding~~
13 ~~a third tier for excessive use of water for Rate Schedule 1, an expansion of the poverty exemption~~
14 ~~set forth in 15 1.3 SFCC 1987 for low/fixed income customers, and an increase in the utility~~
15 ~~expansion charge set forth in Rate Schedule 8. The review and recommendation shall be completed~~
16 ~~as soon as possible in order to be in place for the May 2009 billing date.]~~

17 USE OF SERVICE: Service shall not be resold or shared with others.

18 ADDITIONS AND EXTENSIONS: Additions or extensions under this Schedule shall be
19 subject to the availability of existing water lines of adequate capacity to provide the service
20 requested. The City shall not be required for purposes of supplying service hereunder to increase
21 the capacity of its mains or to make any extensions thereto. Subject to the foregoing provisions,
22 additional points of delivery may be requested, and the City, upon receipt of such requisition, shall
23 furnish the water service in accordance with the rates contained in this Schedule.

24 OTHER CONDITIONS: Other conditions pertaining to application of service, water taps,
25 disconnection and reconnection of service, responsibility for payment of bills, and other conditions

1 are provided for in the City's Rules and Regulations, available at its Water Services Division's
2 office.

3 SERVICE APPLICATION: All applications for services for one inch (1") and larger
4 meters shall be covered by written agreement on the City's standard application form.

5 ~~CITY OF SANTA FE – PUBLIC UTILITIES DEPARTMENT~~

6 ~~WATER SERVICES DIVISION~~

7 ~~RATE SCHEDULE 1A*~~

8 ~~RESERVED~~

9 ~~*Former Rate Schedule 1A, Multi Family Residential Water Service, previously codified herein,~~
10 ~~was repealed by Ordinance No. 2006 53, § 40. Former Rate Schedule 1A shall remain in effect~~
11 ~~until January 1, 2007.~~

12 ~~CITY OF SANTA FE – PUBLIC UTILITIES DEPARTMENT~~

13 ~~WATER SERVICES DIVISION~~

14 ~~RATE SCHEDULE 2*~~

15 ~~RESERVED~~

16 ~~*Former Rate Schedule 2, Small Commercial Water Service, previously codified herein, was~~
17 ~~repealed by Ordinance No. 2006 53, § 41. Former Rate Schedule 2 shall remain in effect until~~
18 ~~January 1, 2007.~~

19 ~~CITY OF SANTA FE – PUBLIC UTILITIES DEPARTMENT~~

20 ~~WATER SERVICES DIVISION~~

21 ~~RATE SCHEDULE 3*~~

22 ~~RESERVED~~

23 ~~*Former Rate Schedule 3, Large Commercial Water Service, previously codified herein, was~~
24 ~~repealed by Ordinance No. 2006 53, § 42. Former Rate Schedule 3 shall remain in effect until~~
25 ~~January 1, 2007.~~

1 **CITY OF SANTA FE - PUBLIC UTILITIES DEPARTMENT**

2 **WATER SERVICES DIVISION**

3 **RATE SCHEDULE 4***

4 **RESERVED**

5 *Former Rate Schedule 4, Special Charges, previously codified herein, was repealed by Ordinance
6 No. 2006-53, § 43. Former Rate Schedule 4 shall remain in effect until January 1, 2007.]

7 **CITY OF SANTA FE - PUBLIC UTILITIES DEPARTMENT**

8 **WATER SERVICES DIVISION**

9 **RATE SCHEDULE [5]3**

10 **PRIVATE FIRE HYDRANT SERVICE**

11 **APPLICABILITY:** This rate applies to owners of private fire hydrants used for fire
12 protection only. This Schedule is not applicable to resale, breakdown, or standby service.

13 **AVAILABILITY:** Available only to installation existing and in service under this
14 Schedule on or before June 30, 1969.

15 **SERVICE AREA:** Within the corporate limits of the city of Santa Fe, New Mexico and
16 those areas outside the corporate limits to which service has been authorized by action of the
17 governing body of the city of Santa Fe.

18 **RATES:** The rate for fire hydrant service provided shall be the sum of A and B:

19 A. For each private fire hydrant, [~~\$54.52 per year~~] annual fees as shown below,
20 payable monthly.

<u>Annual Private Fire Hydrant Charge Payable</u>		
<u>Monthly</u>		
<u>Effective Date</u>	<u>Charge</u>	
<u>Through 1/31/2026</u>	<u>\$54.52</u>	<u>per year</u>
<u>2/1/2026</u>	<u>\$57</u>	<u>per year</u>
<u>1/1/2027</u>	<u>\$59</u>	<u>per year</u>
<u>1/1/2028</u>	<u>\$61</u>	<u>per year</u>
<u>1/1/2029</u>	<u>\$64</u>	<u>per year</u>

1/1/2030	\$66	per year
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B. SPECIAL TAX AND ASSESSMENT CLAUSE: Billings under this Schedule may be increased by an amount equal to the sum of taxes payable under the Gross Receipts and Compensating Tax Act and of all other taxes, fees, or charges payable by the City and levied or assessed by any governmental authority on the public utility service rendered, or on the right or privilege of rendering the service, or on any object or event incidental to the rendition of the service.

TERMS OF PAYMENT: The rates set forth above are net and payable within twenty (20) days from date of bill.

CITY OF SANTA FE - PUBLIC UTILITIES DEPARTMENT
WATER SERVICES DIVISION
RATE SCHEDULE [6]4
FIRE SERVICE LINE

APPLICABILITY: This Fire Service Line rate applies to those individual customers who have a fire service line. This Schedule is not applicable to resale or breakdown service. Service will be furnished in accordance with the City's Rules and Regulations covering water service, available at the City's offices and on file with the office of the City Clerk of the city of Santa Fe, which Rules and Regulations or subsequent revisions thereof are a part of this Schedule as if fully written herein.

SERVICE AREA: Within the corporate limits of the city of Santa Fe, New Mexico and those areas outside the corporate limits to which service has been authorized by action of the governing body of the city of Santa Fe.

RATE: The rate for fire service lines shall be the sum of A and B:

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A.

<u>[Fire Service Line</u>	<u>Monthly Charge</u>
3"	\$21.19
4"	34.68
6"	68.39
8"	108.84
10"	159.89

NOTE: Fire service lines will be billed on per customer basis.]

Monthly Fire Service Charge

<u>Fire Service Line Meter Size \ Effective Date</u>	<u>Through 1/31/2026</u>	<u>2/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
3"	\$21.19	\$22	\$23	\$24	\$25	\$26
4"	34.68	\$36	\$38	\$39	\$41	\$42
6"	68.39	\$71	\$74	\$77	\$80	\$83
8"	108.84	\$113	\$118	\$122	\$127	\$132
10"	159.89	\$166	\$173	\$180	\$187	\$195

NOTE: Fire service lines will be billed on a per customer basis.

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B. SPECIAL TAX AND ASSESSMENT CLAUSE: Billings under this Schedule may be increased by an amount equal to the sum of taxes payable under the Gross Receipts and Compensating Tax Act and of all other taxes, fees, or charges payable by the City and levied or assessed by any governmental authority on the public utility service rendered, or on the right

1 or privilege of rendering the service, or on any object or event incidental to the rendition of the
2 service.

3 TERMS OF PAYMENT: The rates set forth above are net and payable within twenty (20) days
4 from date of bill.

5 **CITY OF SANTA FE - PUBLIC UTILITIES DEPARTMENT**

6 **WATER SERVICES DIVISION**

7 **RATE SCHEDULE [7]5**

8 **BASE METER SERVICE INSTALLATION CHARGES**

9 APPLICABILITY: This Base Meter rate is applicable to all 3/4-inch, 1-inch, 1 1/2-inch,
10 and 2-inch services installed by the City in dirt, gravel, and paved streets. This Schedule is not
11 applicable to the installation of services larger than 2-inches, nor to services installed in
12 subdivisions. Larger services and subdivision services will be installed under special contract
13 provisions.

14 Service will be furnished in accordance with the City's Rules and Regulations covering
15 water service, available at the City's offices and on file with the office of the City Clerk of the city
16 of Santa Fe, which Rules and Regulations or subsequent revisions thereof are a part of this Schedule
17 as if fully written herein.

18 SERVICE AREA: Within the corporate limits of the city of Santa Fe, New Mexico and
19 those areas outside the corporate limits to which service has been authorized by action of the
20 governing body of the city of Santa Fe.

21 RATE: The rate for Base Meter Service Installation Charges shall be the sum of A, B, and
22 C:

23 **A. SERVICE INSTALLATION LABOR AND MATERIAL CHARGES:**

24 Service installations require a three person crew which includes a lead operator, an entry
25 operator, and an equipment (backhoe) operator for approximately 6 hours for dirt or gravel

1 installations without curb, gutter, or sidewalk, and approximately 8 hours for installations in roads
 2 that are paved or have concrete curbs, gutters, and sidewalks. Estimated fully loaded labor rates
 3 (cost to City including benefits) and the resulting meter installation labor fee are shown in the table
 4 below for effective dates through 2040. These rates are assumed to increase by 5% from 2026
 5 through 2029, and then 1% per year updated every five years after that.

<u>Service</u>	<u>Dirt or Gravel</u>	<u>Paved</u>	
¾ inch	\$554.75	\$1,026.83	
1 inch	\$592.23	\$1,064.31	
<u>Service</u>	<u>Dirt W/Main</u> <u>Back of Curb</u>	<u>Gravel</u>	<u>Paved</u>
1½ inch	\$1,276.80	\$1,372.43	\$1,876.31
<u>Service</u>	<u>Street W/Mains</u> <u>Back of Curb</u>	<u>Gravel</u>	<u>Paved</u>
2 inch	\$1,447.24	\$1,542.87	\$2,046.74]

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	<u>Fully Loaded Labor Rates Used For Meter Installation Calculations</u>			
<u>Laborer\Effective Date</u>	<u>2/1/2026</u>	<u>1/1/2030</u>	<u>1/1/2035</u>	<u>1/1/2040</u>
<u>Lead Operator Hourly</u>	\$ 65	\$ 68	\$ 71	\$ 75
<u>Entry Operator Hourly</u>	\$ 31	\$ 33	\$ 35	\$ 37
<u>Equipment Operator Hourly</u>	\$ 44	\$ 46	\$ 48	\$ 50
<u>Crew Total Hourly</u>	\$ 140	\$ 147	\$ 154	\$ 162
<u>6 hour Labor Cost (Dirt and Gravel)</u>	\$ 840	\$ 882	\$ 924	\$ 972
<u>8 hour Labor Cost (Paved and/or Sidewalk)</u>	\$ 1,120	\$ 1,176	\$ 1,232	\$ 1,296

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 2 Materials required for installation may include but are not limited to a saddle,
 3 pipe, fittings, meter can, check valve, and meter yoke. The following table shows parts
 4 costs used to calculate installation charges for effective dates through 2040. These rates
 5 are assumed to increase by 5% from 2026 through 2029, and then 1% per year updated
 6 every five years after that.

<u>Service Size\Effective Date</u>	<u>Material Costs for New Meter Service</u> <u>(not including meter cost)</u>			
	<u>2/1/2026</u>	<u>1/1/2030</u>	<u>1/1/2035</u>	<u>1/1/2040</u>
<u>5/8 and 3/4-inch</u>	<u>\$ 1,640</u>	<u>\$ 1,720</u>	<u>\$ 1,810</u>	<u>\$ 1,900</u>
<u>1"</u>	<u>\$ 2,460</u>	<u>\$ 2,580</u>	<u>\$ 2,710</u>	<u>\$ 2,850</u>
<u>1 1/2"</u>	<u>\$ 3,480</u>	<u>\$ 3,650</u>	<u>\$ 3,830</u>	<u>\$ 4,030</u>
<u>2"</u>	<u>\$ 6,290</u>	<u>\$ 6,610</u>	<u>\$ 6,940</u>	<u>\$ 7,280</u>

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 8 The meter cost is added to the labor and material costs in development of the total service
 9 installation labor and materials charges.

10 B. CHARGES FOR RESTORATION OF STREET OR ROAD SURFACE: The
 11 customer shall be assessed any cost related to the excavation or the restoration of street and
 12 road surfaces, curbs and gutters and sidewalks, including governmental permits, as may be
 13 required in compliance with applicable state or local government statutes, ordinances or
 14 regulations.

15 C. SPECIAL TAX AND ASSESSMENT CLAUSE: Billings under this Schedule
 16 may be increased by an amount equal to the sum of taxes payable under the Gross Receipts
 17 and Compensating Tax Act and of all other taxes, fees, or charges payable by the City and

1 levied or assessed by any governmental authority on the public utility service rendered, or
2 on the right or privilege of rendering the service, or on any object or event incidental to the
3 rendition of the service.

4 **CITY OF SANTA FE - PUBLIC UTILITIES DEPARTMENT**

5 **WATER SERVICES DIVISION**

6 **RATE SCHEDULE [8]6**

7 **UTILITY EXPANSION CHARGE**

8 **APPLICABILITY:** This Utility Expansion Charge is applicable to all new customers for
9 connection with the City's system. Installation of a second meter and establishment of a new
10 account for existing demand on a legal residential lot of record shall not be considered a new
11 customer subject to application of the Utility Expansion Charge. Service will be furnished in
12 accordance with the City's Rules and Regulations covering water service, available at the City's
13 offices and on file with the office of the City Clerk of the City of Santa Fe, which Rules and
14 Regulations or subsequent revisions thereof are a part of this Schedule as if fully written herein.

15 **SERVICE AREA:** Within the corporate limits of the City of Santa Fe, New Mexico and
16 those areas outside the corporate limits to which service has been authorized by action of the
17 governing body of the City of Santa Fe.

18 **UTILITY EXPANSION CHARGE (UEC):** The rate for the UEC shall be the sum of A and

19 B.

20 A. **CHARGE:**

21 1. The Charge for a 5/8" meter service is [~~\$2,013.00.~~] as follows:

	<u>UEC for 5/8" meter</u>					
<u>Effective Date</u>	<u>3/1/2009</u>	<u>2/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
<u>UEC</u>	\$ 2,013	\$ 2,516	\$ 2,617	\$ 2,722	\$ 2,830	\$ 2,944

22 2. The Charge for a 5/8" meter service for the following is [~~\$800.00~~]1,000.

1 a. Santa Fe Homes Program for-sale or for-rent units as defined in
2 Section 26-1 SFCC 1987;

3 b. Housing opportunity program home or housing opportunity program
4 rental unit subject to a valid housing opportunity program agreement; or

5 c. A low priced dwelling unit as defined in Section 26-2 SFCC 1987.

6 3. The Charge for each meter service size shall be determined by multiplying the
7 Charge for a 5/8" meter service by the applicable equivalent meter EQM Factor.

8 4. The other meter service sizes are [~~as follows~~] calculated by multiplying the
9 applicable charge for a 5/8" meter by the EQM Factor shown in the following table:

Meter Service	EQM Factor	[UEC
3/4"	1.5	\$3,019.00
1"	2.5	5,032.00
1 1/2"	5[-0]	10,065.00
2"	8[-0]	16,104.00
3"	15[-6]	31,402.00
4"	25[-0]	50,325.00
6"	50[-0]	100,650.00
8"	80[-0]	161,040.00]

10 B. SPECIAL TAX AND ASSESSMENT CLAUSE: Billings under this Schedule
11 may be increased by an amount equal to the sum of taxes payable under the Gross Receipts
12 and Compensating Tax Act and of all other taxes, fees, or charges payable by the City and
13 levied or assessed by any governmental authority on the public utility service rendered, or
14 on the right or privilege of rendering the service, or on any object or event incidental to the
15 rendition of the service.

1 C. VARIANCE: In the event a developer makes an advance payment for project
2 costs, which payment covers all costs pertaining to the project in question which are
3 included in the UEC calculation, he/she shall upon application to the governing body of
4 the city of Santa Fe be entitled to a variance excusing him/her from payment of the UEC.
5 A qualifying project within the Midtown LINC Overlay District, as defined in
6 Subsection 14-5.5(D)(4)(b) SFCC 1987, is exempt from payment of the UEC.

7 TERMS OF PAYMENT: The UEC is due when notice is provided to the Customer prior
8 to installation of the service line.

9 SERVICE APPLICATION: The UEC shall apply to new services, not including the
10 installation of a second meter and establishment of a new account for existing demand on a legal
11 residential lot of record, located anywhere within the water service area approved by the City.

12 (Ord. No. 2016-39 § 11)

13 **CITY OF SANTA FE - PUBLIC UTILITIES DEPARTMENT**

14 **WATER SERVICES DIVISION**

15 **RATE SCHEDULE [9]7**

16 **MUNICIPAL FIRE HYDRANT SERVICE**

17 APPLICABILITY: Hydrants for the city of Santa Fe for fire protection, street cleaning,
18 and sewer flushing. This Schedule is not applicable to resale, breakdown, or standby service.
19 Service will be furnished in accordance with the City's Rules and Regulations covering water
20 service available at the City's offices which Rules or subsequent revisions thereof are a part of this
21 Schedule as if fully written herein.

22 SERVICE AREA: Within the corporate limits of the city of Santa Fe, New Mexico and
23 those areas outside the corporate limits to which service has been authorized by action of the
24 governing body of the city of Santa Fe.

25 RATE: The rate for fire hydrant service provided shall be the sum of A and B:

CONSERVATION PROGRAM CHARGE

APPLICABILITY: In addition to the charges set forth elsewhere in Exhibit B of Chapter XXV SFCC 1987, all customers, except those that qualify for the poverty exemption set forth in subsection 15-1.3 SFCC 1987, shall pay a once per year conservation program charge. The charge shall be included in the customers' April water bill. Multi-family service customers shall be billed on a quarterly basis. The revenue collected shall be specifically set aside to fund water conservation programs of the city.

SERVICE AREA: Within the corporate limits of the city of Santa Fe, New Mexico and those areas outside the corporate limits to which service has been authorized by action of the governing body of the city of Santa Fe.

RATE: The charge for the conservation program shall be the following:

<u>SINGLE FAMILY RESIDENTIAL SERVICE</u>	
<u>Meter Size</u>	<u>Conservation Fee</u>
5/8"	\$4.00
3/4"	\$4.00
1"	\$6.00
1.5"	\$9.00
2"	\$9.00
<u>MULTI FAMILY RESIDENTIAL SERVICE</u>	
<u>Meter Size</u>	<u>Conservation Fee</u>
5/8"	\$8.00
3/4"	\$15.00
1"	\$20.00
1.5"	\$50.00

2"	\$105.00
3"	\$150.00
4"	\$305.00
6"	\$525.00
8"	\$750.00
<u>COMMERCIAL SERVICE</u>	
<u>Meter Size</u>	<u>Conservation Fee</u>
5/8"	\$5.00
3/4"	\$12.50
1"	\$20.00
1.5"	\$32.00
2"	\$65.00
3"	\$110.00
4"	\$200.00
6"	\$285.00
8"	\$350.00]

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<u>Conservation Fee by Meter Type and Date</u>						
<u>SINGLE FAMILY RESIDENTIAL SERVICE</u>						
<u>Meter Size\Effective</u>	<u>3/1/2009</u>	<u>2/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
<u>Date</u>						
5/8"	\$4	\$4.20	\$4.30	\$4.50	\$4.70	\$4.90
3/4"	\$4	\$4.20	\$4.30	\$4.50	\$4.70	\$4.90
1"	\$6	\$6.20	\$6.50	\$6.70	\$7.00	\$7.30

<u>1.5"</u>	<u>\$9</u>	<u>\$9.40</u>	<u>\$9.70</u>	<u>\$10.10</u>	<u>\$10.50</u>	<u>\$10.90</u>
<u>2"</u>	<u>\$9</u>	<u>\$9.40</u>	<u>\$9.70</u>	<u>\$10.10</u>	<u>\$10.50</u>	<u>\$10.90</u>

MULTI-FAMILY RESIDENTIAL SERVICE

<u>Meter Size\Effective</u> <u>Date</u>	<u>3/1/2009</u>	<u>2/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
<u>5/8"</u>	<u>\$8</u>	<u>\$8.30</u>	<u>\$8.70</u>	<u>\$9.00</u>	<u>\$9.40</u>	<u>\$9.70</u>
<u>3/4"</u>	<u>\$15</u>	<u>\$15.60</u>	<u>\$16.20</u>	<u>\$16.90</u>	<u>\$17.50</u>	<u>\$18.20</u>
<u>1"</u>	<u>\$20</u>	<u>\$20.80</u>	<u>\$21.60</u>	<u>\$22.50</u>	<u>\$23.40</u>	<u>\$24.30</u>
<u>1.5"</u>	<u>\$50</u>	<u>\$52.00</u>	<u>\$54.10</u>	<u>\$56.20</u>	<u>\$58.50</u>	<u>\$60.80</u>
<u>2"</u>	<u>\$105</u>	<u>\$109.20</u>	<u>\$113.60</u>	<u>\$118.10</u>	<u>\$122.80</u>	<u>\$127.70</u>
<u>3"</u>	<u>\$150</u>	<u>\$156.00</u>	<u>\$162.20</u>	<u>\$168.70</u>	<u>\$175.50</u>	<u>\$182.50</u>
<u>4"</u>	<u>\$305</u>	<u>\$317.20</u>	<u>\$329.90</u>	<u>\$343.10</u>	<u>\$356.80</u>	<u>\$371.10</u>
<u>6"</u>	<u>\$525</u>	<u>\$546.00</u>	<u>\$567.80</u>	<u>\$590.60</u>	<u>\$614.20</u>	<u>\$638.70</u>
<u>8"</u>	<u>\$750</u>	<u>\$780.00</u>	<u>\$811.20</u>	<u>\$843.60</u>	<u>\$877.40</u>	<u>\$912.50</u>

COMMERCIAL SERVICE

<u>Meter Size\Effective</u> <u>Date</u>	<u>3/1/2009</u>	<u>2/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
<u>5/8"</u>	<u>\$5</u>	<u>\$5.20</u>	<u>\$5.40</u>	<u>\$5.60</u>	<u>\$5.80</u>	<u>\$6.10</u>
<u>3/4"</u>	<u>\$12.50</u>	<u>\$13.00</u>	<u>\$13.50</u>	<u>\$14.10</u>	<u>\$14.60</u>	<u>\$15.20</u>
<u>1"</u>	<u>\$20</u>	<u>\$20.80</u>	<u>\$21.60</u>	<u>\$22.50</u>	<u>\$23.40</u>	<u>\$24.30</u>
<u>1.5"</u>	<u>\$32</u>	<u>\$33.30</u>	<u>\$34.60</u>	<u>\$36.00</u>	<u>\$37.40</u>	<u>\$38.90</u>
<u>2"</u>	<u>\$65</u>	<u>\$67.60</u>	<u>\$70.30</u>	<u>\$73.10</u>	<u>\$76.00</u>	<u>\$79.10</u>
<u>3"</u>	<u>\$110</u>	<u>\$114.40</u>	<u>\$119.00</u>	<u>\$123.70</u>	<u>\$128.70</u>	<u>\$133.80</u>
<u>4"</u>	<u>\$200</u>	<u>\$208.00</u>	<u>\$216.30</u>	<u>\$225.00</u>	<u>\$234.00</u>	<u>\$243.30</u>

<u>6"</u>	<u>\$285</u>	<u>\$296.40</u>	<u>\$308.30</u>	<u>\$320.60</u>	<u>\$333.40</u>	<u>\$346.70</u>
<u>8"</u>	<u>\$350</u>	<u>\$364.00</u>	<u>\$378.60</u>	<u>\$393.70</u>	<u>\$409.50</u>	<u>\$425.80</u>

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TERMS OF PAYMENT: The charge set forth above is payable within twenty (20) days from date of bill.

REVIEW OF FEE. The governing body shall review the conservation fee every two (2) years after the date of adoption.

CITY OF SANTA FE - PUBLIC UTILITIES DEPARTMENT
WATER SERVICES DIVISION
RATE SCHEDULE [~~14~~]9****
POTABLE WATER FILL STATION

APPLICABILITY: Water dispensed from the city's potable water fill station.

POTABLE WATER FILL STATION RATE:

A. CHARGES:

- 1. Base Rate: [~~\$2.05 per 500 gallons or portion thereof~~] same as Tier 1 Commercial Usage Rate, charged per gallon
- 2. Surcharges
 - a. Water conservation surcharge (as an overlay onto the base rate) shall apply to water dispensed May 1 through October 31 [~~\$0.50 per 500 gallons or portion thereof~~] with a 25% surcharge to base rate.
 - b. During Water Emergency Management Stages 2 or 3, surcharges (as an overlay onto the base rate) [~~\$1.00 per 500 gallons or portion thereof~~] are a 50% surcharge to base rate.

B. SPECIAL TAX AND ASSESSMENT CLAUSE: The above charges shall be increased by an amount equal to the sum of taxes payable under the Gross Receipts and Compensating Tax

1 Act and of all other taxes, fees, or charges payable by the City and levied or assessed by any
2 governmental authority on the public utility service rendered, or on the right or privilege of
3 rendering the service, or on any object or event incidental to the rendition of the service.

4 OTHER CONDITIONS:

5 A. Upon the water division's approval of an application, the following may purchase water
6 from the city's potable water fill station:

7 1. A customer of the city's water, sewer or refuse utilities; or

8 2. A person living within the city limits.

9 B. Payment is due at the time the application for water is approved by the water division,
10 prior to dispensing.

11 C. The amount shall not exceed 5,000 gallons per purchase, not to exceed 20,000 gallons
12 per month per purchaser.

13 D. There is no restriction on where the water may be used; however, the water shall be
14 subject to the same use restrictions as all other city water set forth in this chapter including, but not
15 limited to, conservation, water waste and emergency water regulations. Violations shall be subject
16 to the same enforcement as other violations of this chapter.

17 E. The purchaser or their representative shall have, in their possession at the time
18 and place of use of the water, the receipt from the city for the water.

19 F. During Water Emergency Management Stage 4, water shall not be dispensed at
20 the potable water fill station.

21 G. The above conditions may be waived by the water division director, or ~~his or~~
22 ~~her~~ their designee, if it is determined that an emergency exists and that the water is
23 necessary for the public's health, safety and welfare.

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H. The city reserves the right to prohibit or limit the sale of water at the potable water fill station as it may deem necessary to protect the city's water supply and comply with the intent of the provisions of this chapter.

~~[CITY OF SANTA FE
EMERGENCY WATER REGULATIONS
"WATER WARNING - ORANGE"
IMPLEMENTATION STAGE]~~

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

APPROVED AS TO FORM:

 _____

[Erin McSherry \(Oct 24, 2025 16:21:16 MDT\)](#)

ERIN K. McSHERRY, CITY ATTORNEY

FISCAL IMPACT REPORT

General Information:

(Check) Bill: x Resolution:

Short Title(s): Water Utility Rate Update

Sponsor(s): Councilor Amanda Chavez, Councilor Carol Romero-Wirth, Councilor Jame Cassutt

Reviewing Department(s): Public Utilities Department

Staff Completing FIR: Jesse Roach, Interim Public Utilities Director Date: September 25, 2025

Phone: (505) 955- 4309

Reviewed by City Attorney: *Erin McSherry* Date: 10/24/2025
Erin McSherry (Oct 24, 2025 16:21:16 MDT)

Reviewed by Finance Director: *Emily K. Oster* Date: 10/24/2025

Summary:

If this bill is adopted, the rates for water utilities would increase 4% each year for five years, beginning February 1, 2026. The rate structure for residential water users would also change on January 1, 2027.

Departments Affected:

Public Utilities Department

Consequences of Not Enacting Legislation:

If this legislation is not adopted, the water rates will remain unchanged, and the ability of the water utility to provide a safe, reliable, and resilient water supply to meet the needs of Santa Fe will, in the long term, be severely compromised.

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

None at this time.

Performance and Administrative Implications:

Implementing the Bill will require updates to utility billing software.

Fiscal Implications:

This rate increase is designed to generate revenue to support City of Santa Fe Water’s operations budget and increased capital spending to update aging infrastructure and design and build a large project to increase water supply.

Fiscal Impact

_____ Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2026	FYE 2027	FYE 2028	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____		_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

Revenue

Revenue Type	FYE 2026	FYE 2027	FYE 2028	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$0.7M	\$2.14M	\$3.65M	R	505
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

Revenues for FY 2026-2028 from financial model projections with 4% rate increase. For FY26, the rate increase is effective for less than ½ of the fiscal year.

Signature:

Email:

2026 Governing Body Appointments

Mayor Pro Tem	Councilor Lee Garcia
Parliamentarian (No Vote Required)	Councilor Alma Castro
Finance Committee	Councilor Pilar Faulkner (Chair) Councilor Alma Castro Councilor Jamie Cassutt Councilor Lee Garcia
Public Works and Utilities Committee	Councilor Amanda Chavez (Chair) Councilor Patricia Feghali Councilor Elizabeth Barrett Councilor Pilar Faulkner
Quality of Life Committee	Councilor Alma Castro (Chair) Councilor Elizabeth Barrett Councilor Patricia Feghali Councilor Amanda Chavez Councilor Jamie Cassutt
Airport Advisory Board	Councilor Lee Garcia (Chair)
Bicycle and Pedestrian Advisory Committee	Councilor Patricia Feghali (Chair)
Buckman Direct Diversion Board	Councilor Jamie Cassutt Councilor Pilar Faulkner Councilor Patricia Feghali (Alternate)
Community Development Commission	Councilor Alma Castro (Chair)
Economic Development Advisory Committee/Small Business	Councilor Jamie Cassutt (Chair)
Mayor's Youth Advisory Board (Non-Voting City Councilor Liaison)	Councilor Elizabeth Barrett
New Mexico Municipal League	Mayor Michael Garcia
North Central Regional Transit District	Councilor Lee Garcia
North Central New Mexico Economic Development District	Mayor Michael Garcia

Northern Rio Grande National Heritage Area	Councilor Lee Garcia
Public Safety Committee	Amanda Chavez (Chair)
SFMPO Transportation Policy Board	Mayor Michael Garcia Councilor Patricia Feghali Councilor Alma Castro Councilor Elizabeth Barrett (Alternate)
Santa Fe Water Conservation Committee	Councilor Elizabeth Barrett (Chair)
Solid Waste Management Agency Joint Powers Board	Councilor Amanda Chavez Councilor Pilar Faulkner

Mara Christian Harris



Summary

I retired in 2020 from a career in communications, with more than 40 years' experience in content development, project management, event planning and execution, marketing, partner collaborations, and brand management. Throughout my career I developed expertise in all forms of communication: written, interpersonal, verbal, computer, and presentation skills. Since my retirement, I've enjoyed travel, volunteer work, and some consulting.

Career Highlights

Starting as a volunteer in 2022, I am currently the Marketing Director for the **Santa Fe International Literary Festival**, charged with brand management and advertising, along with collateral, for the successful event.

From 2013 until my official retirement in 2020, I was the Communications Manager at the **Georgia O'Keeffe Museum**. Primary responsibilities include strategizing, planning, scheduling, and executing the communications plan for the Museum with the goal of increasing visitation and brand awareness of the institution.

From December 1997, when I moved to Santa Fe, until March 2013, I was the owner of **The Maravilla Group**, an independent marketing consulting company. I consulted with graphic artists, and retail, non-profit, and arts organizations to develop and implement strategic, integrated communication plans across multiple media, including strategy, design, content, print, and internet media.

Prior to December 1997, I worked for 15 years at **Neiman Marcus** in Dallas, Texas in multiple advertising and marketing areas involving strategic planning, brand management, project management, account management, customer programs, direct mail management, budgeting, vendor negotiation and contracts, event planning and execution, and print production. Before that, I was the advertising director for **Frost Bros.**, a chain of 12 high-end specialty retail stores in south Texas, responsible for planning, art direction, creative production, print production and media placement.

I studied History at the University of Virginia and am proficient in spoken Spanish.

Organizations

- Santa Fe International Folk Art Market, Committee Chair since 2007; volunteer since 2004
- I have served on several boards during my time in Santa Fe, including Girls Inc., Buckaroo Ball, the Museum of New Mexico Foundation Business Council; and in Dallas, with DIFFA (The Design Industry Foundation Fighting AIDS).

BARBARA J. VIGIL

BJV PROFESSIONAL SERVICES, LLC

Professional Summary

Honorable Barbara J. Vigil (Ret.) served as a judge and justice for over 22 years in the New Mexico state judiciary. First serving as a district court judge deciding over 16,000 cases over 12 years, then serving as an Associate Justice, Chief Justice and Senior Justice on the New Mexico Supreme Court. Barbara has presided over and decided thousands of cases involving complex legal and constitutional issues impacting all segments of society.

In 2021, Barbara was named and served as Cabinet Secretary of New Mexico Children, Youth and Families Department. She brought extensive insight and commitment to improving the public child welfare system in New Mexico.

Since 2024, Barbara has owned and operated a successful mediation and arbitration firm assisting parties in settlement negotiation to resolve matters in dispute.

A tenacious, dedicated and respected leader developing and implementing improvements to the administration of justice and public child welfare system. As a statewide leader has earned a solid reputation of integrity and dedicated leadership amongst government officials, stakeholders and cross-cultural groups. Envisioned, developed and implemented numerous systems of care and as a trial court judge a continuum-of-care model to serve the needs of vulnerable youth based upon sustained collaboration between various sectors in communities including education, law enforcement, inter-faith communities, public officials, the courts and treatment providers.

A key negotiator at the highest levels of State government between the political branches of government for resources necessary to meet the needs of Children, Youth and Families Department. Delivers presentations to political, professional, educational, cultural, and civic organizations. Has convened numerous meetings and hosted countless number of delegations of national and international officials. Was fortunate to host a member of the Supreme Court of the United States to a gathering to share divergent perspectives on prevailing legal issues and best practices in Court operations. Presented lectures on family law and the importance of cultural sensitivity at the Madrid Summer Law Institute, at Universidad Rey Juan Carlos in Madrid, Spain

Skills

- Extensive legal, judicial, and mediation experience
- Stable leadership and strong negotiation skills
- Creating & sustaining critical social programs
- Developing and fostering key relationships at the highest level of state government and local communities
- Ability to analyze complex issues and form actionable opinions
- Developing collaborative frameworks to optimize solutions
- Strong verbal and written communication
- Ability to bring together cross-cultural and governmental leaders
- Valuing the importance of differing views in decision-making
- Ability to listen and consider differing views into decision-making
- Bilingual English & Spanish communication

Work History

BJV Professional Services, LLC 1/24 – Present

- Owner and operator of private mediation and professional consulting services firm.
- Mediation of dozens of civil cases involving individuals and institutional parties.
- Consultation services to assist in the preservation and focused repurpose of historical property in Santa Fe, New Mexico.

Cabinet Secretary, Children, Youth and Families Department 10/2021-5/2023

- Leading New Mexico's Public Child Welfare System.
- Administer a \$350 million dollar budget and oversee a workforce of 2000 employees.
- Engage in negotiations at the highest level of state government.
- Implement system transformation for children and families with greatest needs.

Senior Justice, Chief Justice and Associate Justice the New Mexico Supreme Court --- 2012 to 2021

- Joining the Supreme Court as an Associate Justice, serving as Chief Justice and as Senior Justice.
- Creating comprehensive improvements to Court operations with emphasis on Children's Court and Juvenile Justice.
- Leveraging judicial position to advocate for vulnerable children with emphasis on disadvantaged youth.
- Unanimously elected as Chief Justice from 04/2014 to 04/2016 to serve as the administrative authority of the state court system.
- Oversaw budget development and negotiation at the highest level of State government
- Successfully developed and implemented a comprehensive statewide Workforce Investment Plan, to secure wage increases for all judicial employees.
- Directly oversaw the implementation of a new Jury Management System to better manage jury service in all courts across New Mexico and saving the Judiciary millions of dollars.
- Leading the Court in the reorganization of the Judicial Education Center at University of New Mexico School of Law; developing a comprehensive core competencies curriculum for the education of all State judges and implementing a new and comprehensive approach to judicial education.

Trial Court Judge, 05/2000 to 12/2012

The First Judicial District Court – Santa Fe, Rio Arriba & Los Alamos Counties in northern New Mexico

- Expertly and fairly presided over 16K cases in areas of child abuse and neglect, juvenile delinquency, family and domestic relations, complex commercial cases and appeals of administrative decisions.
- Instituted and presided over two Juvenile Drug Court Programs designed to provide effective drug treatment for youth charged with drug offenses in Santa Fe and Rio Arriba counties.
- Leveraged Judicial role to bring community leaders together from across NM in the areas of education, law enforcement, juvenile probation services, treatment providers, inter-faith community, and local government officials to garner resources for the supervision, educational and support of vulnerable youth. This statewide continuum-of-care system is an established approach to facilitate collaboration amongst community stakeholders; and allocates \$2m+ to programs serving vulnerable youth.
- Presided over the Civil Docket between 2010 and 12/2012; deciding complex commercial cases, general civil matters and implemented best practices in court management and case processing.
- Ensured the Court was an efficient, effective and welcoming institution, treating every person with dignity and respect regardless of their status as a litigant, witness, juror, observer, or lawyer.
- Unanimously elected to serve as Chief Judge in 04/2011; serving as the Administrative Authority over all First Judicial District Court operations including personnel, fiscal and

budgetary matters; and oversaw the successful construction of a new multi-million-dollar courthouse in Santa Fe, New Mexico.

- Effectively monitored and oversaw the implementation of the Odyssey Case Management Program and new e-filing system in the First Judicial District Court to comply with statewide comprehensive case management and case filing requirements.

Previous Work History

Owner & Operator, of Law Firm Engaged in Federal & State Court Litigation – Barbara J. Vigil, P.C. Law Firm, Santa Fe, New Mexico – 1992 to 2000

Legal Advice & Defense Litigation on Behalf of the State of New Mexico – New Mexico Risk Management, Legal Bureau – 1990 to 1992

Instructor, Real Estate Law & Probate Administration – Santa Fe Community College, Paralegal Certification Program – 1990 to 1992

Assistant Attorney General, Civil Litigation & Administrative Prosecutions – New Mexico Office of the Attorney General – 1989 to 1990

Associate Attorney, Civil Litigation – Weinbrenner, Richards, Paulowsky, Sandenaw & Ramirez, P.C. – 1985 to 1989

Law Clerk – Rothstein, Bennett, Daly & Donatelli, P.A. – 1985

Law Clerk, Tax & Estate Planning – Schlenker & Lebeck, P.C. – 1983 to 1985

Tax Research Assistant – University of New Mexico School of Law, Albuquerque, New Mexico – 1983

Honors & Awards

- 25th Anniversary Recognition for Outstanding Contribution to Foster Children from Court Appointed Special Advocates – 2020
- Juvenile Justice Award – Children's Law Institute Children's Court Improvement Commission – 2018
- ZIA Award – University of New Mexico – 2013
- Court Appointed Special Advocate Award – 2011
- Recognition for Outstanding Service to the Santa Fe Sister City Committee – City of Santa Fe – 2000

- Nominee – Santa Fe Business Women of Year – 1997
- Volunteer of the Year Award – State Bar Association – 1989

Professional Training

- Mediation: The Art of Facilitating Settlement, Straus Institute for Dispute Resolution Pepperdine/*Caruso* School of Law, Malibu, CA – 2023
- Mediation. The University School of Law, 2023
- Emerge New Mexico Graduate – 2012
- National Judicial College International Judicial Studies – 2007
- National Judicial College Judicial Education Program – 2000

Education

University of New Mexico School of Law – Juris Doctorate, Albuquerque, NM – 08/1981 to 05/1985

New Mexico State University – Bachelor's Degree in Accounting, Las Cruces, NM – 08/1977 to 12/1981

St. Catherine's Indian School – High School Diploma; Valedictorian, Santa Fe, NM – 08/1973 to 05/1977

Hobbies & Interests

Extensive international travel for over 25 years. Serving as a goodwill ambassador and cultural liaison between public officials in Spain and Santa Fe, New Mexico. Engaging in a longstanding voluntary endeavor to create educational and cultural exchange opportunities designed to foster a better understanding of New Mexico's unique Indigenous and European history and mixed-cultural heritage. I also raise livestock in northern New Mexico with my siblings. I reside with my husband, Ian in Santa Fe, New Mexico and share part-time residency with him in Los Angeles, California.

Elections

- Statewide Partisan Election for Justice on New Mexico Supreme Court – 2012
- Statewide Retention Election for Justice on New Mexico Supreme Court – 2016
- First Judicial District Court Partisan Election for Santa Fe, Los Alamos & Rio Arriba

counties in northern New Mexico – 2000

- District Retention Elections for First Judicial District Court – 2002 and 2008.

Boards & Commissions – Professional & Legal Organizations

- Foundation for Open Government – 2024 to present
- Carter Foundation’s Observe New Mexico Elections ONME– 2024 to present
- Los Alamos National Laboratory Foundation – 2025 to present
- International Women’s Forum – New Mexico Chapter – 2007 to present
- Children's Court Improvement Commission – 2019 to 2021
- Tribal State Judicial Consortium – 2000 to 2010 & 2012
- New Mexico Board of Bar Examiners – 2018, 2020
- New Mexico State Bar Association Wellness Committee – 2020 to 2021
- Oliver Seth Inn of Court – 2000 to 2021
- Judicial Education & Training Advisory Committee – 2012 to 2021
- Judicial Conclave Planning Committee – 2012 to 2021
- Juvenile Detention Alternative Initiative Leadership Team – 2012 to 2021
- New Mexico Disciplinary Board – 2017 to 2019, 2020 to 2021
- Committee on the Improvement of Jury Service in New Mexico – 2012 to 2019, 2020 to Present
- Chief Judges Council – 2011 to 2012, 2014 to 2016
- Council of Chief Justices – 2014 to 2016
- Juvenile Justice Continuum Boards, Santa Fe, Rio Arriba & Los Alamos Counties – 2000 to 2010
- Disproportionate Minority Blue Ribbon Task Force – 2006 to 2008
- Board of Directors – Open Hands – 1998 to 2000
- Chair of Santa Fe/Santa Fe de la Vega, Granada, Spain – Sister City Committee – 1998 to 2005
- Board of Directors – Museum of Spanish Colonial Arts – 2007 to 2012
- Santa Fe/Spain Cuatro Centenario Committee – 1998
- Santa Fe County Development Review Committee – 1995 to 2000
- Santa Fe County & Mountain West Region – American Red Cross – 1992 to 1998
- Board of Directors – St. Catherine's Indian School – 1994 to 1996
- Small Business Development Committee – 1992 to 1994
- New Mexico Women’s Bar Association – 1998 to 2000, 2012 to Present
- Mexican American Law Students Association – 1982 to 1985
- Women's Law Caucus – 1981 to 1984
- Beta Alpha Psi Honorary Academic Business Fraternity – 1978 to 1981
- Phi Gamma Nu Professional Business Fraternity – 1978 to 1981

Lectures & Presentations

For over thirty years the Honorable Barbara J. Vigil has given dozens of presentations, lectures, and speeches to professional, educational, and cultural organizations. A sample of such presentations are set forth below.

- Keynote Speaker – Native American Policy Institute – 2021
- Keynote Speaker – Teach America – 2020
- Guest Lecturer on Legal Ethics – University of New Mexico School of Law – 2013 to 2020
- Guest Lecturer, College of Business & Administration – New Mexico State University – 2019
- Presenter at Faculty Symposium – University of New Mexico School of Law – 2019
- Commencement Address – Western New Mexico University – 2019
- Guest Lecturer – Madrid Summer Law Institute, Madrid, Spain – 2019
- Commencement Address – University of New Mexico School of Law – 2018
- Keynote Presenter – Madrid Summer Law Institute, Madrid, Spain – 2018
- International Women's Forum: A Conversation with Justice Ruth Bader Ginsburg, Santa Fe, NM – 2016
- State of the Judiciary Address – New Mexico State Legislative Session – 2015